

**Dayanand Arya Kanya Mahavidyalaya**

**Teaching Plan**

**Dr Mugdha A Deshpande**

**Department of Commerce**

**Academic Session 2019-2020**

**Dayanand Arya Kanya Mahavidyalaya**  
**Department of Commerce**  
**2019-2020**

Semester wise Semester I Teaching Plan 2019-20 20( Offline Mode)			
Unit	Required Lectures	Monthly Lectures	Duration
<b>Admission Process: 09/08/2019 to 04/09/2019</b>		<b>July/August</b>	
<b>Bridge Course</b>			
UNIT I Company :Its meaning types, Process of Formation, Lifting of Corporate Veil, Differences between Public and Private limited Company Promotion of company process meaning, role of promoter Incorporation meaning, importance, Documents necessary MoA, AoA, Prospectus	03 03 03 03 03 02 02	20	24/07/2019 To 16/08/2019
Unit II Prospectus: meaning, role , types, misrepresentation in prospectus: its types, effects impact on managerial personnel and remedies available to them	04 04 04 03 04 01	20	17/08/2019 To 08/09/2019
Unit III Classes of shares and debentures Properties of each type. Demat account opening and operation, Depositories :meaning functions	5 5 5 5	20	09/09/2019 To 30/09/2019
Unit IV Membership of company, Member and Shareholder, Transfer and transmission of shares, Managerial Personnel Managing Director, WTD, Manager Meaning functions duties and responsibilities	5 5 5 5	20	01/10/2019 To 19/10/2019
Extra Class for Slow learners Revision Class Mock Test	1 per week 1 per week 1 per week	3 per month	30/10/2019 To 18/11/2019
University Semester Exams	15/06/2019 To 19/10/2019		
Diwali Vacation/ Semester Break	20/10/2019 To 19/11/2019		

Date of Submission: 08/07/2019

  
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Semester wise Semester II Teaching Plan 2019-2020 ( Offline Mode)			
Unit	Required Lectures	Monthly Lectures	
UNIT I Procedure for incorporation o Company, Conersion of company from public to private and vice versa, Procedure for alteration of MoA and AoA	5 5 5 5	20	16/12/2019 To 09/01/2020
Unit II Company secretary, meaning, qualifications functions, methods of appointment. Company Direcors- types, meaning, qualifications functions, methods of appointment.	5 5 5 5	20	10/01/2020 To 11/02/2020
Unit III Company Meetings Statutory, Board, Diecors, Extraordinary meeting quorum, Agenda, minutes Voting and resolution Meaning, types	5 5 5 5	20	12/02/2020 To 14/03/2020
Unit IV Secretatial Audit and CSR, KMP various CSR and Audit rules	5 5 5 5	20	15/03/2020 To 14/04/2020
Extra Class for Slow learners Revision Class Mock Test	1 per week 1 per week 1 per week	3 per month	15/04/2020 To 01/05/2020
University Semester Exams	20/11/2019to30/04/2020		
Diwali Vacation/ Semester Break	01/05/2020to14/06/2020		

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----- Semester wise Semester III Teaching Plan 2019-20 ( Offline Mode)			
Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Money- meaning, evolution, functions, Quantity Theory of Money statement, assumptions, criticism, Method of Note issue fixed, fiduciary and proportional system meaning working , recent trends	5 5 5 5	20 per month	24/07/2019 To 16/08/2019
Unit II Inflation, Deflation Meaning features impact remedies and types Measures to control , Monetary and Fiscal policy : Meaning impact and working	5 5 5 5	20 per month	17/08/2019 To 08/09/2019
Unit III Money market meaning objectives, types, importance Instruments of money market,	05 per week	20 per month	09/09/2019 To 30/09/2019
Unit IV Public finance principles, Theory of maximum social advantage, Taxation: Canons, Types and impact on public	05 per week	20 per month	01/10/2019 To 19/10/2019
Extra Class for Slow learners Revision Class Mock Test	01 per week 01 per week 01 per week	3 per month	30/10/2019 To 18/11/2019
University Semester Exams	15/06/2019 To 19/10/2019		
Diwali Vacation/ Semester Break	20/10/2019 To 19/11/2019		

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<b>Semester wise Semester IV Teaching Plan 2019-20 ( Offline Mode)</b>			
<b>Unit</b>	<b>Required Lectures</b>	<b>Monthly Lectures</b>	<b>Duration</b>
UNIT I Evolution functions of Banking, Role of Banks in development, Commercial Banking meaning principles, Credit creation meaning, functions, role of banks in credit creation.	05 05 05 05	20 per month	16/12/2019 To 09/01/2020
Unit II Investment Policy of Commercial Banks, NPA meaning, criterion, Core banking Meaning Methods, ATM Smart Card, e purse , EFT, ECS	05 05 05 05	20 per month	10/01/2020 To 11/02/2020
Unit III Bank and customer relationships Debtor, Creditor, Agent and Principal, Bailor and Bailee	05 05 05 05	20 per month	12/02/2020 To 14/03/2020
Unit IV Central Bank role of cenral bank in Economy, Credit creation and control , Qualitative and quantitative methods of credit control. CRR, SLR,Bank rate	05 05 05 05	20 per month	15/03/2020 To 14/04/2020
Extra Class for Slow learners Revision Class Mock Test	01 per week 01 per week 01 per week	3 per month	15/04/2020 To 01/05/2020
University Semester Exams	20/11/2019 To 30/04/2020		
Diwali Vacation/ Semester Brack	01/05/2020to 14/06/2020		

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<b>Semester wise Semester V Teaching Plan 2019-20 ( Offline Mode)</b>			
<b>Unit</b>	<b>Required Lectures</b>	<b>Monthly Lectures</b>	<b>Duration</b>
UNIT I Concept of management, administration, difference between them. Meaning roles functions of management and administration.	5 5 5 5	20	24/07/2019 To 16/08/2019
Unit II Managerial Development skills required of manager and methods of learning managerial skills. Need for developing managerial skills, role of manager.	5 5 5 5	20	17/08/2019 To 08/09/2019
Unit III Group Dynamics meaning role and importance, Types of groups and methods of group formation and its process	5 5 5	20	09/09/2019 To 30/09/2019
Unit IV Management styles Maslow's and mc Gregors theories, motivation meaning and types . Impoortance of motivation	5 5 5 5	20	01/10/2019 To 19/10/2019
Extra Class for Slow learners Revision Class Mock Test	01 per week 01 per week 01 per week	3 per month	30/10/2019 To 18/11/2019
University Semester Exams	15/06/2019to 19/10/2019		
Diwali Vacation/ Semester Break	20/10/2019 to 19/11/2019		

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<b>Semester wise Semester VI Teaching Plan 2019-20 ( Offline Mode)</b>			
<b>Unit</b>	<b>Required Lectures</b>	<b>Monthly Lectures</b>	<b>Duration</b>
UNIT I Correlation types, Karl Pearson coefficient of Correlation problems Rank correlation coefficient	5 5 5 5	20	16/12/2019 To 09/01/2020
Unit II Regression Analysis Bivariate frequency table and regular series problems	5 5 5 5	20	10/01/2020 To 11/02/2020
Unit III Index numbers Laspeyres, Paasche, Marshall Edgeworth, Dornish Bowley index numbers. Time reversal and factor reversal tests	5 5 5 5	20	12/02/2020 To 14/03/2020
Unit IV Time series analysis components, Variatiuon graphic method and method of least squares, moving averages	5 5 5 5	20	15/03/2020 To 14/04/2020
Extra Class for Slow learners Revision Class Mock Test	01 per week 01 per week 01 per week	3 per month	15/04/2020 To 01/05/2020
University Semester Exams	20/11/2019 To 30/04/2020		
Diwali Vacation/ Semester Break	01/05/2020To 14/06/2020		

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