



A.V. Education Society's

DEGLOOR COLLEGE DEGLOOR

Annual Teaching Plan 2023-2024

Department of Commerce

B.com I Year (sem. I & II)

Subject :- Business Statistics / Business Statistics & Mathematics

Name of the Teacher :- **Dr. Kashide S.S**

Chapter No.	Unit of Syllabus	Expected Periods	Expected Duration
Semi. I B.com 1 Sub	Introduction to Statistics Meaning of statistics Scope of statistics in industry, economics and management. Meaning of primary and secondary data. Qualitative & quantitative Techniques	12	15 July to 05 Aug -2023
Chp 2	Measures of Central Tendency (Averages) 1 Meaning & Concepts of central tendency. 2 Arithmetic Means : Definition, Properties of Arithmetic Means, Combined Mean. 3 Positional Averages : Median & Mode Partition Values. 4 Empirical relation between Mean, Median & Mode. 5 Merits & Demerits of Mean, Median & Mode. 6 Numerical Problems.	12	05 Aug to 25 Aug-2023



3	Measures of Dispersion 1 Meaning & concepts of Dispersion. 2 Range - Meaning, definition, coefficient of Range. 3 Quartiles Deviation, Meaning, definition, coefficient of Quartile Deviation 4 Mean Deviation - Meaning, definition of Mean Deviation (about mean, median), Co-efficient of Mean Deviation 5 Standard Deviation and Variance - Meaning, Definition, Coefficient of Standard Deviation Combined Standard Deviation for two groups. 6 Coefficient of Variance (C. V.) - Meaning & definition. 7 Merits & Demerits of QD, MD & SD. 8 Numerical Examples.	14	25 Aug to 10 Sep.2023
4	Co-relation Analysis (Two Variables Only) 1 Meaning, Concepts, definition & types of co-relation. 2 Computation of r for ungrouped data, Computation of Co-relation. 3 Numerical Problems.	12	11 Sep. to 30 Sep .2023
5	Regression Analysis (Two Variables only) 1 Meaning & Concepts of Regression - Lines of Regression. 2 Relation between correlation coefficient & regression coefficient. 3 Numerical Problems	10	1 Oct. to 25 Oct. 2023



Semi. II			
1	Determinants & Matrices: Definition of a Determinant, Determinant of a square, Matrix, Determinants of order two and three, definition of matrix, Types of Matrices, Addition & Subtraction of Matrices, Multiplication of Matrices, Numerical Problems.	12	1 Dec to 28 Dec-2023
2	Permutations & Combinations Permutation of different things, Permutation of things not all different, restricted combination of things not all different	12	29 Dec 2023. to 15 Jan.-2024
3	Probability Introduction, trial, sample space, events, classical definition of Probability, Addition and Multiplication laws of Probability (without proof), simple problems on addition and multiplication of probability	14	16 Jan.to 08 Feb.-2024
4	Simple & Compound Interest, Commission, Brokerage, Discount, Numerical Problems.	10	09 Feb to 20 Mar.-2024
5	Index Numbers Need & meaning of Index Numbers, Problems involved, in Instruction of index numbers, Price & Quality index numbers (Unweighted), Laspeyre's, Paasche's and Fisher's Index Numbers, Numerical Examples.	12	21 Mar . To 10 Apr.2024


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Department of Commerce


B.com I Year (sem. I & II) Subject :- Fund. of B. Commun. & Modern B. Comm.

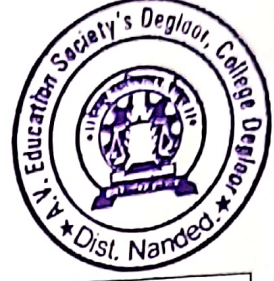
Name of the Teacher :- Dr. Kashide S.S.

Chapter No.	Unit of Syllabus	Expected Periods	Expected Duration
Semi. I 1	Introduction to Business Communication Introduction, Definition, Basic forms of communication, process, Effective communication. Development of positive personal attitudes. SWOT analysis.	14	15 July to 05 Aug -2023
2	Corporate communication Formal and Informal communication network. Barriers of communication. Improving communication. Group discussion, Seminar, Mock interview.	14	05 Aug to 25 Aug-2023
3	Principles of Effective Communication	12	25 Aug to 10 Sep.2023
4	Writing skill Drafting of business letter ,Sales letter, Office Memorandum ,Memo format , Application for job, Enquiry letter ,Request letter ,Report Writing.	12	11 Sep. to 30 Sep .2023



5	Communication Skills Listening Skill, Principle of effective listening , Factor's affecting listening, interviewing skills, appearing and interview conducting interview .Speaking skills-Principles of effective speaking.	12	1 Oct. to 25 Oct. 2023
Semi. II 1	Application for Employment Contents of application for the employment point to be considered while drafting an application, types of application, the write resume application on prescribed format, personal record sheet.	14	1 Dec to 28 Dec-2023
2	Effective Oral communication Principles of effective oral communication speech preparation, Guidelines of effective speech, the art of presentation, the essential features of an interview. Distinction between written and oral communication.	14	29 Dec 2023. to 15 Jan.-2024
3	Standard English in Business Writing Nature of Language, Wards of Meaning, Language Convention, Grammatical Correction, common errors in business writing, sentence & paragraph, effective Business writing.	14	16 Jan.to 08 Feb.-2024
4	Modern Tele Communication Tele conferencing, E-mailing, Faxes, Tele communication, Mobile Phone Conversation, Video conferencing.	12	09 Feb to 10 Apr.-2024


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5	Income from Business and Profession Meaning of business and profession, meaning of profit, inadmissible incomes chargeable under Section 28, admissible deduction under Section 30 to 37, computation of income from business and profession.	12	1 Oct. to 25 Oct. 2023
Sem. IV 1	Income from Capital Gain Meaning of capital asset (Sec. 2), types of capital assets (Sec. 48), period of holding, meaning of transfer (Sec. 2), cost inflation index, deductions under section 54, practical problems on computation of income from capital gain.	12	1 Dec to 28 Dec-2023
2	Income from Other Sources Meaning of income from other sources, charge-ability of income under Section 56, allowable deductions under Section 57, computation of income from other sources.	10	29 Dec 2023. to 15 Jan.-2024
3	Deductions from Gross Total Income Meaning of Gross Total Income, deduction under chapter VI A, under Section 80C, 80D, 80DD, 80E and 80U	12	16 Jan.to 08 Feb.-2024
4	Computation total Income Computation of Total Income	12	09 Feb to 20 Mar.-2024
5	Computation of Tax Liability Computation of tax liability for assesses age below 60	12	21 Mar . To 10 Apr.2024


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B.com III Year (Sem. V & VI)

Subject :- Management Accounting I&II

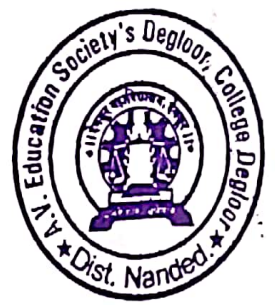
Name of the Teacher :- **Dr. Kashide S.S**

Chapter No.	Unit of Syllabus	Expected Periods	Expected Duration
Sem. V 1	Introduction to Management Accounting Meaning - Nature - Scope and Functions of Management Accounting - Role of Management Accounting in Decision Making - Management Accounting and Financial Accounting	12	15 July to 05 Aug -2023
2	Fund Flow Statement Introduction- Meaning, Importance and Limitations of Fund Flow Statement- Preparation of Statement of Changes in Working Capital and Fund Flow Statement.	12	05 Aug to 25 Aug-2023
3	Cash Flow Statement Meaning, Significance and Limitations of Cash Flow Statement, Preparation of Cash Flow Statement with reference to Accounting Standard No .3 (AS-3) (Indirect method only)	14	25 Aug to 10 Sep.2023
4	Marginal Costing and Break Even Analysis Meaning, Advantages and Disadvantages of Marginal Costing, Cost Volume Profit Analysis, Break Even Analysis, Profit Volume Ration, Margin of Safety and Maintaining the Desire Level of Profit.	14	11 Sep. to 30 Sep .2023
5	Budget and Budgetary Control Meaning, Objective, Advantages and Limitations of Budget and Budgetary Control, Preparation of Production Budget, Sales Budget	12	1 Oct. to 25 Oct. 2023



Sem. VI	Financial Statement Analysis Meaning - Nature & Limitations of Financial Statement, Objective and Methods of Financial Statement Analysis, Comparative Financial Statement, Common Size Financial Statements & Trend Analysis.	12	1 Dec to 28 Dec-2023
1			
2	Ratio Analysis Meaning, Advantages and Limitations of Ratio Analysis, Classification of Ratios, Calculation of Ratios, Current Ratio, Liquid Ratio, Stock Turnover Ratio, Debtors Turnover Ratio, Credit Turnover Ratio, Operating Ratio, Gross Profit Ratio, Proprietary Ratio, Fixed Assets Turnover Ratio, Debt Equity Ratio, Return of Capital Employed Ratio, Capital Grading Ratio	10	29 Dec 2023. to 15 Jan.-2024
3	Working Capital Management Concept, Significance, Nature and Factors determining requirement of Working Capital, Management of Working Capital, Working Capital Forecasting and Techniques of forecasting Working Capital.	12	16 Jan.to 08 Feb.-2024
4	Capital Budgeting Meaning & Nature of Capital Budgeting, Need & Importance of Capital Budgeting, Capital Budgeting Process, Methods of Capital Budgeting or Evaluation of Investment proposal, Traditional Methods, Time Adjusted Method or Discounted Method.	12	09 Feb to 20 Mar.-2024
5	Responsibility Accounting Meaning and Concept of Responsibility Accounting, Advantages and limitation, Problems on Responsibility Accounting.	12	21 Mar . To 10 Apr.2024


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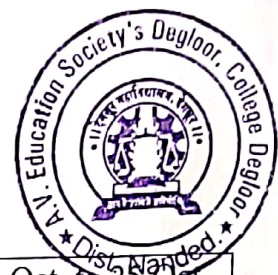
Department of Commerce

B.com III Year (Sem V & VI)

Subject :- HRM & Marketing man.

Name of the Teacher:- **Dr. Kashide S.S.**

Chapter No.	Unit of Syllabus	Expected Periods	Expected Duration
Sem. V 1	An Introduction To Human Resource Management 11 Concept & nature of HRM, Evolution of HRM, objectives & Scope of HRM, Functions of HRM, Importance of HRM, Role & Qualities of HR manager	12	15 July to 05 Aug -2023
2	Human Resource Planning 11 Meaning, HR forecasting & Procurement, Advantages of HR Planning, Factors Influencing HR Planning, Job design & analysis, job description & Specification	12	05 Aug to 25 Aug-2023
3	: Human Resource Recruitment & Selection 11 Meaning, Definition, purpose and importance of HR Recruitment sources & Techniques of HR Recruitment, factors affecting HR recruitment, selection process, Interviews: objectives & Types, nature of Placement & Induction	14	25 Aug to 10 Sep.2023
4	Wages & Salary Administration 11 Concept & objectives of wages & salary administration, Principles of wages & salary administration, components of remuneration, Theories of wages:- (Subsistence Theory, Wage fund theory, Bargaining theory, comparative advantage theory) factors affecting wage & salary level.	14	11 Sep. to 30 Sep .2023



5	: Performance Appraisal 10 Concept & Objectives of performance appraisal, process of performance appraisal, methods of performance appraisal, benefits of performance of performance appraisal, Barriers to effective performance appraisal	12	1 Oct. to 25 Oct. 2023
Sem. VI 1	Marketing: Meaning and Definitions, Approaches to the Study of Marketing, Importance of Marketing, Scope of Marketing, Concept of Marketing Management, Function of Marketing Management, Marketing Management in India.	12	1 Dec to 28 Dec-2023
2	Marketing Planning: Meaning and Definitions, Objectives of Marketing Planning, Process of Marketing Planning, Kinds of Marketing Planning. Marketing Programme: Concept, Factors affecting Marketing Programme	11	29 Dec 2023. to 15 Jan.-2024
3	Product and Pricing Decisions: Concept of Product, New Product Development Process, Classification of Product, Concept of Pricing, Importance of Decisions, Factors affecting Decisions.	12	16 Jan.to 08 Feb.-2024
4	Physical Distribution and Promotion: Concept of Distribution Channels, Importance of Distribution Channels, Function of Distribution Channels, Concept of Sales Promotion, Importance of Sales Promotion, System of Sales Promotion.	12	09 Feb to 20 Mar.-2024
5	Marketing Information System: Concept, Features of Marketing Information System, Objectives & Importance of Marketing Information System, the Role of Computer in Marketing Information System.	10	21 Mar . To 10 Apr.2024


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