

**MCM DAV College for Women, Sector – 36A, Chandigarh**  
**Monthly Teaching Plans (Odd Semester)**  
**Session (2019-20)**

**Name of the Teacher/s: Dr. Gunjan and Ms. Vandita Kapoor**

**Department: Commerce**

**Class: B.Com I Semester: 1**

**Subject: Principles of Financial Accounting**

S. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1.	26th July	31 <sup>st</sup> July	Introduction to Financial Accounting: GAAP and Accounting Standards.	Lecture method, Group discussion,
2	1 <sup>st</sup> August	31 <sup>st</sup> August	Financial Statements Consignment Accounts Joint Venture Accounts	Lecture method, Numericals Assessment Assignments allotted
3	1 <sup>st</sup> September	30 <sup>th</sup> September	Branch Accounting Departmental Accounts	Lecture method, Numericals Tests
4	1 <sup>st</sup> October	30 <sup>th</sup> October	Preparation of MST Royalty Accounts	Lecture method, Numericals
5	1 <sup>st</sup> November	30 <sup>th</sup> November	Partnership Accounts-Dissolution Class Tests/Revision for final Semester exams.	Lecture method, Numericals Class Tests of Numericals Presentations for assessment

**Name of the Teacher/s: Dr. Namita Bhandari and Dr. Gagandeep Kaur**

**Department: Commerce**

**Class: B.Com I Semester: 1**

**Subject: Commercial Laws**

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1.	July 24 2019	July 31 2019	Contract Act Introduction, Offer & Acceptance, Consideration	Lectures, Power Point Presentations, Group Discussion
2.	August 1 2019	August 31 2019	Free Consent, Capacity of Parties, Illegal & Void Agreement	Lectures, Power Point Presentations, Group Discussion
3.	September 1 2019	September 30 2019	Contingent Contract, Quasi-Contract, Discharge of Contract, Breach of	Lectures, Power Point Presentations, Group Discussion

			Contract and Remedies of Breach	
4.	October 1 2019	October 31 2019	Indemnity & Guarantee, Bailment & Pledge, Agency	Lectures, Power Point Presentations, Group Discussion
5.	November 1 2019	November 30 2019	RTI Act and Consumer Protection Act	Lectures, Power Point Presentations, Group Discussion

**Name of the Teacher/s: Ms. Sahiba Sharma and Dr. Nidhi Tanwar**

**Department: Commerce**

**Class: B.Com I Semester: 1**

**Subject: Psychology for Managers**

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1.	25 July	31 <sup>st</sup> July	Introduction: Concepts, Definitions; Need and Importance of Organizational Behavior for Managers, Nature and Scope Contributing Disciplines of OB.	Lecture method, Group discussion
2	1 <sup>st</sup> August	31 <sup>st</sup> August	Organizational Behavior Models. Individual Behavior: Introduction and Meaning, Factors Affecting Individual Behavior, Models of Individual Behavior Personality: Meaning, Characteristics, Determinants and Theories of Personality	Lecture method, Group discussion
3	1 <sup>st</sup> September	30 <sup>th</sup> September	Motivation: Meaning and Importance of Motivation, Theories of Motivation, Morale. Inter Personal Behavior and Transactional Analysis (TA). Leadership: Definition, Importance, Leadership Styles, Models and Theories of Leadership. Stress Management: Concept, Sources of Stress, Work Stressors,	Lecture method, Group discussion

			Consequences, Prevention and Management of Stress	
4	1 <sup>st</sup> October	30 <sup>th</sup> October	Perception: Nature & Importance, Perception Process, Perceptual Selectivity, Perceptual Organization, Perpetual Errors and Distortions. Attitudes and Values: Components, Sources and Measurement of Attitudes. Concept, Sources and Types of Values.	Lecture method, Group discussion.
5	1 <sup>st</sup> November	30 <sup>th</sup> November	Conflict Management: Traditional vis-a-vis Modern View of Conflict, Types and Causes of Conflict, Conflict Resolution.	Lecture method, Group discussion

**Name of the Teacher: Ms. Raman Ghuman and Dr. Kanika Sofat**

**Department: Commerce**

**Class: B.Com- I Semester: 1**

**Subject: Principles and Practices of Management**

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1	25-7-2019	31-7-2019	Management: Nature, Definitions, Scope, Levels, Process and Significance of Management.	Lecture method, Discussion method
2	1-8-2019	31-8-2019	Development of Management Thoughts: Classical, Neo-Classical Systems, Contingency and Contemporary Approaches to Management (Drucker, Porter, Prahalad, Senge and Tom Peters) Planning: Concept, Process, Nature, Steps in Planning, Significance and Types.	Lecture method, Discussion method, and Online sources

			Decision Making: Concept and Process, Types of Decisions, Management By Objectives (MBO).	
3	2-9-2019	30-9-2019	Organization: Concept, Nature, Process, Significance, Types, Organisational Structure, Committees, Span of Control. Authority and Responsibility. Delegation, Decentralization and Departmentation Direction: Concept, Features, Importance and Limitations of Direction.	Lecture method, Discussion method, and Online sources
4	1-10-2019	31-10-2019	Elements of Direction-Supervision, Motivation, Leadership and Communication Coordination: Concept, Features, Importance and Limitations of Coordination. Internal and External Coordination	Lecture method, Discussion method, and Online sources
5	1-11-2019	30-11-2019	Control: Concept, Features, Importance and Limitations of Control. Control Process. Essentials of a Good Control System. Techniques of Control. Relationship between Planning and Control. Revision of full syllabus.	Lecture method, Discussion method, and Online sources. Oral Tests