

MCM DAV College for Women, Sector – 36 A, Chandigarh
MONTHLY TEACHING PLAN (Odd Semester)
Session (2025-26)

Name of Teacher: Ms. Amanjot Kaur Hira

Department: Commerce

Class: BVoc (Retail management)- 3rd Year (Semester-5th)

Subject: Accounting Applications (RSC 503)

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	14 th July, 2025	31 st July, 2025	Basic Accounting concepts - Kinds of Accounts - Financial Accounting vs. Cost Accounting – Financial Accounting vs. Management Accounting	Lectures, Power Point Presentations, Group Discussion
2	1 st Aug, 2025	31 st Aug, 2025	Double Entry Book Keeping - Rules of Double Entry System, Preparation of Journal and Ledger Accounts problems - Subsidiary books - Cash book - types of cash book - problems - purchase book - sales book - sales return and purchase return books. Trial balance - Errors - types of errors - Rectification of errors - problems - Bank reconciliation statement - problems.	Lectures, Power Point Presentations, Group Discussion
3	1 st Sept, 2025	30 th Sept, 2025	Trading - Profit & Loss Account - Balance sheet. - Problems with simple adjustments; financial Statement Analysis and Techniques, Introduction to Cost Accounting. Preparation of Cost Statements-Cost Data collection	Lectures, Power Point Presentations, Group Discussion
3	1 st Oct, 2025	31 st Oct, 2025	Cost Sheet formats, Preparation of Cost Sheets (historical cost sheets and estimated cost sheets). Fundamentals of Management Accounting	Lectures, Power Point Presentations, Group Discussion
4	1 st Nov, 2025	13 th Nov, 2025	Marginal Costing and Break-even analysis knowledge, Application of Marginal Costing for decision-making.	Lectures, Power Point Presentations, Group Discussion

MCM DAV College for Women, Sector – 36A, Chandigarh

MONTHLY TEACHING PLAN (Odd Semester)

Session (2025-26)

Name of the Teachers – New Teacher

Department - PG Department of Commerce

Class - B.Voc (Retail Management) 5th Semester

Subject – Business Laws for Retail (RSC 504)

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	14 th July, 2025	31 st July, 2025	The Indian Contract Act, 1972: Contract-Meaning, Characteristics and Kinds, Essentials of a Valid contract, Offer and Acceptance, Consideration, Contractual Capacity, Free Consent, Legality of Objectives	Lectures, Power Point Presentations, Group Discussion
2	1 st Aug, 2025	31 st Aug, 2025	Void Agreements, Discharge of Contract- Modes of Discharge including Breach and its Remedies. The Indian Contract Act, 1972: Special Contracts: Contingent Contracts, Quasi- Contracts, Contract of Indemnity and Guarantee, Contract of Bailment.	Lectures, Power Point Presentations, Group Discussion
3	1 st Sept, 2025	30 th Sept, 2025	Contract of Agency. The Consumer Protection Act, 1986: Introduction, Objectives, Commencement & Application, Definitions, Salient Features, Grievance Redressal Machinery.	Lectures, Power Point Presentations, Group Discussion
3	1 st Oct, 2025	31 st Oct, 2025	Sale of Goods Act, 1930: Contract of Sale of Goods, Conditions & Warranties; Transfer of Ownership; Performance of the Contract: Remedial Measures; Actionable Claims.	Lectures, Power Point Presentations, Group Discussion
4	1 st Nov, 2025	13 th Nov, 2025	Negotiable Instruments Act, 1881: Definition, Acceptance and Negotiation, Rights and Liabilities of Parties, Dishonour of Negotiable Instrument, Hundis, Bankers and Customers.	Lectures, Power Point Presentations, Group Discussion

Mehr Chand Mahajan DAV College for Women, Sector 36-A, Chandigarh
Monthly Teaching Plan (Odd Semester)
Session (2025-26)

Name of the Teacher **Ms. RICHA GUPTA**
Department **PG Department of Commerce**
Class **B.voc_(5thSem)**
Subject **Business_Environment_RSC-505**

S.No.	Month		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	14 th July, 2025	31 st July, 2025	Theoretical framework of business environment,	lecture method,
2	1 st August,2025	31 st August,2025	Elements of environment-internal and external, micro and macro, interaction matrix between various environmental factors, environmental analysis-need and process, techniques and limitations	lecture method, discussion,
3	1 st September,2025	30 th September,2025	Economic Environment- key elements- factors and system, Economic Planning- objectives and strategies of the current five-year plan, formation and function of Niti Ayog, economic policies- fiscal and monetary	lecture
4	1 st October,2025	31 st October,2025	Political and legal framework-key elements, relationship between business and government, economic role of government, FEMA, CO ACT, SEBI, CPA, Nature of culture on business, CSR, SOCIAL AUDIT	lecture method
5	1 st November,2025	13 th November,2025	Natural and Ecological Environment, Technological Environment, Impact of technology on business, Role of R&D in business, impact of technology and problem, current status of technology in India.	lecture method, discussion,

MCM DAV College for Women, Sector – 36A, Chandigarh

MONTHLY TEACHING PLAN (Odd Semester)

Session (2025-26)

Name of Teacher: New Teacher

Department: PG Department of Commerce

Class: B.Voc (Retail Management) 5th Semester

Subject: GEN 501 Critical Thinking and Elementary Statistics

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	14 th July, 2025	31 st July, 2025	Introduction: Statistics as a Subject; Statistical Data: Meaning and Types, Collection and Rounding of Data, Classification and Presentation of Data.	Lectures, Power Point Presentations, Group Discussion
2	1 st Aug, 2025	31 st Aug, 2025	Analysis of Univariate Data: Construction of a Frequency Distribution; Concept of Central Tendency, mean, median and mode.	Lectures, Power Point Presentations, Group Discussion
3	1 st Sept, 2025	30 th Sept, 2025	Dispersion and Their Measures; Time Series: Meaning, Components, Models, Fitting Linear and Quadratic Trend	Lectures, Power Point Presentations, Group Discussion
3	1 st Oct, 2025	31 st Oct, 2025	Index Number: Meaning, Types, and Uses: Methods of Constructing Price Indices	Lectures, Power Point Presentations, Group Discussion
4	1 st Nov, 2025	13 th Nov, 2025	Quantity Indices (Simple and Aggregate).	Lectures, Power Point Presentations, Group Discussion

MCM DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plan (Odd Semester)
Session – (2025-2026)

Name of the Teacher : Ms. Neha Goyal

Department: Commerce

Class: B. Voc. (Sem-5)

Subject: GC 502 Introduction to Research Methodology and Report Writing

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1.	14 th July, 2025	31 st July, 2025	Research - Meaning, Characteristics, Types, Process and Utility, Research Design-Meaning, Types and Features of good research design.	Lecture Method, Group Discussion, Notes
2.	1 st Aug, 2025	31 st Aug, 2025	Qualitative and Quantitative research. Importance of review of literature. The research proposal. Primary and Secondary data. Methods of data collection. Measurement and scaling, Designing of Questionnaire and schedule.	Lecture Method, Group Discussion, Notes
3.	1 st Sep, 2025	30 th Sep, 2025	Sampling Design and Sampling procedure. Sampling and non sampling errors. Data analysis and interpretation. Role of computers in research.	Lecture Method, Group Discussion, PPTs
4.	1 st Oct, 2025	31 st Oct, 2025	Business Reports and Proposals: Introduction, Meaning a Report? Steps in Writing a Routine Business Report, Format of Proposals, Four Key Elements in Winning Business Proposals; Case Studies.	Lecture Method, Group Discussion, PPTs
5.	1 st Nov, 2025	13 th Nov, 2025	Revision	Discussion

