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

Name of Teachers: Ms. Shelly Nanda, Dr Mamta Ratti, Dr. Amandeep Kaur
Department: Commerce
Class: B.Com-2nd Year (Semester-3rd)
Subject: Cost Accounting (NBCM-301)
Sections: A, B, C, D

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	20th July , 2026	31st July, 2026	Introduction: Meaning, scope, objectives and advantages of cost accounting; Difference between financial and cost accounting. Cost concepts and classifications, Overview of elements of cost and preparation of Cost Sheet.	Lecture Method, Discussion
2	1st August, 2026	31st August, 2026	Material: Accounting and control of purchases, storage and issue of materials. an overview of methods of pricing of materials issues — FIFO, LIFO, Simple Average and Weighted Average price methods, Techniques of Inventory Control.	Lecture Method, Discussion, Case Study and Assignment
3	1st September, 2026	30th September, 2026	Labour: Meaning and Components of Labour Cost, its computation and control, Labour Turnover - Concept, Accounting and Control of Idle time and Overtime, Methods of Wage Payment and Incentive Plans. Methods of Costing: Job costing, Batch Costing	Lecture Method, Case Study and presentations
4	1st October, 2026	31st October, 2026	Overheads: Collection, Classification, Allocation, Apportionment (Primary and Secondary Distribution) and Absorption of Overheads, Machine Hour Rate., Operation Costing	Lecture Method, Discussion, Assignments Allotted.
5.	1st November, 2026	17th November, 2026	Contract Costing, Reconciliation of Cost and Financial Accounts.	Lecture Method, Revision, Group discussion

MEHR CHAND MAHAJAN DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plans (Odd Semester)
Session – (2026-27)

Name of the Teachers: Dr. Disha Sharma, Dr. Pallvi Rani, Dr. Ritu Rani
Department : Commerce
Class: B.Com II (3rd Semester)
Subject: Goods and Services Tax (NBCM 302)
Section (s): A , B , C and D

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	20th July 2026	31st July 2026	Tax Structure in India, Direct and Indirect Taxes, Overview of CGST Act, SGST Act, IGST Act and UTGST Act Implementation of GST	Lectures, PPTs, Newspaper Articles, Group Discussion
2	1st Aug 2026	31st Aug 2026	Reasons for GST introduction, Pros and cons of GST, Registration procedure under GST, Taxable event and supply, CGST/ SGST Act, 2017, Levy and collection of CGST/ SGST and IGST, Composition Levy scheme	Lectures, PPTs, Newspaper Articles, Group Discussion
3	1st Sept 2026	30th Sept 2026	Time and Value of supply, Nature of Supply: Inter-State Supplies, Intra-State Supplies, Power to grant exemption from tax, Place of Supply, Input tax credit, Reverse Charge Mechanism	Lectures, PPTs, Newspaper Articles, Group Discussion
4	1st Oct 2026	31st Oct 2026	Valuation in GST (basics),Tax invoice, credit and debit notes, Returns under GST, Refund of tax; Offences and Penalties, Prosecution and Appeals under GST	Lectures, PPTs, Newspaper Articles, Group Discussion
5	1st Nov 2026	17th Nov 2026	GST Portal: GST Eco system, GST suvidha provider; Authorities under GST and their power.	Lectures, PPTs, Newspaper Articles, Group Discussion

MEHR CHAND MAHAJAN DAV COLLEGE FOR WOMEN
SECTOR 36, CHANDIGARH
TENTATIVE MONTHLY TEACHING PLAN SEMESTER III (SESSION 2026-27)

Name of the Teachers: Dr. Raman Ghuman, Dr Gagandeep Kaur, Ms Richa Gupta & Ms Vinayaka Sharma
Department: Commerce
Class: BCom- II (Section A, B, C & D) Semester III
Subject: Marketing Management (NBCM 304)

S. No	DATE (Monthly)		Topics to be Covered	Academic Activity Undertaken
	FROM	TO		
1	20th Jul 2026	31st Jul 2026	Introduction to Marketing: Meaning, Nature and Scope of Marketing, Marketing Concepts and Philosophies, Marketing Process, Marketing Mix.	Lecture method, discussion method.
2	1st Aug 2026	31st Aug 2026	Consumer Buying Behaviour: Factors Influencing Buying Behaviour, Buying Decision Process. Market Segmentation: Levels and Patterns of Market Segmentation, Basis, Major Segmentation Variables for Consumer Markets, Concepts of Market Targeting and Positioning. Product Planning and Market Strategies: Product Life Cycle, New Product Development.	Lecture method, discussion method, assignments, case studies, quiz.
3	1st Sep 2026	30th Sep 2026	Product Concepts and Classification, Branding, Packaging and Labelling. Pricing Decision: Pricing Policies and Strategies. Distribution Decisions: Channel Design Decisions, Major Channel Alternatives, Channels Management Decision, Causes and Managing Channel Conflict, Physical Distribution.	Lecture method, discussion method, case studies. Mid Semester Tests.
4	1st Oct 2026	31st Oct 2026	Promotion Decisions: Communication Process. Promotion Tools: Advertising (Steps Involved in Designing and Advertising Programme), Sales Promotions, Personal Selling.	Lecture method, discussion method, assignments, case studies,
5	1st Nov 2026	17th Nov 2026	Recent trends in online marketing; e- marketing, mobile marketing, digital marketing and social media marketing. Revision tests.	Lecture method, discussion method, revision.

MEHR CHAND MAHAJAN DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plans (Odd Semester)
Session – (2026-27)

Name of Teacher: Dr Gunjan, Dr Pallvi, Dr Rupinder
Department: Commerce
Class: B.Com II, BBA II, BBA BFSI II (Semester 3)
Subject: Company Law (MDC 301)
Sections: Group1, 2, 3

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	20th July 2026	31st July 2026	Introduction: Characteristics of a Company, Concept of Lifting of Corporate Veil, Emerging Types of Companies under Companies Act, 2013	Lecture method, Group Discussion
2	1st Aug 2026	31st Aug 2026	Formation of Company – Promotion & Registration, Pre-incorporation Contract and Provisional Contracts Memorandum of Association, Articles of Association, Doctrine of Constructive Notice, Doctrine of Ultra-Vires, Doctrine of Indoor Management, Prospectus and Statement in Lieu of Prospectus, Red-Herring Prospectus, shelf prospectus, offer for sale, private placement	Lecture method, Group Discussion
3	1st Sept 2026	30th Sept 2026	Share Capital – Kinds of Shares, Book Building Process, Block deals of shares by large investors in a company, reverse book building process, Information Memorandum, Dematerialization of Shares, ASBA System, Transfer & Transmission of Shares.	Lecture method, Group Discussion
4	1st Oct 2026	31st Oct 2026	Members and Shareholders – Their Rights and Duties, Management – Directors, Classification of Directors, Disqualification, Appointment, Legal Position, Powers and Duties, Removal of Directors, Other Managerial Personnel and Remuneration, role of independent directors	Lecture method, Group Discussion, PPTs
5	1st Nov 2026	17thNov 2026	Meetings – Board Meetings, AGM, EGM – process and requisites of holding valid meetings Resolutions-meaning and types	Lecture method, Group Discussion, PPTs

MEHR CHAND MAHAJAN DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plans (Odd Semester)
Session – (2026-27)

Name of the Teachers: Dr. Kiran Jindal, Dr. Smriti Nayyar
Department: Commerce
Class: B.Com and BBA III Semester
Subject: Foreign Trade Procedure and Documentation (B.COM/BBA/BBA BFSI – MDC 301A)

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1	July 20th 2026	July 31, 2026	Classification of Export Documents: Commercial Documents & Regulatory Documents, Differences. Standardization of export documents – History.	Lecture Method
2	August 1st, 2026	August 31st , 2026	Aligned Documentation System (ADS): Advantages, Master Documents I & II . Auxiliary Commercial Documents: Features, Preforma Invoice, Shipping Instruction, Insurance Declaration, Shipping Order, Mate's Receipt, Application for Certificate of Origin, Letter to Bank for Negotiation.	lecture Method
3	September 1st, 2026	September 30th, 2026	Principal Commercial Documents: Characteristics, Commercial Invoice, Packing List, Certificate of Inspection, Insurance Policy. Bill of Lading: Types, Air Way Bill. Certificate of Origin, Bill of Exchange, Shipment Advice. L/C: Importance, Parties to L/C, Contents of L/C, Types of L/C. Regulatory Documents: Features. GR form, ARE form, Shipping Bill / Bill of Export, Dock Challan.	lecture Method
4	October 1st, 2026	October 31st, 2026	Freight Payment Certificate. Insurance Premium Payment Certificate. Receipt for Payment of Port Charges: Vehicle Ticket. Other Certificates. Export Procedure: Steps. Import Procedure: Documents used for Imports, Bill of Entry –Electronic Processing of Export Documentation.	lecture Method
5	November 1st, 2026	November 17th, 2026	Electronic Data Interchange (EDI): Meaning – Advantages – Indian Customs EDI System (ICES) – Indian Customs and Excise Gateway (ICEGATE): features.	Lecture method

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Monthly Teaching Plans (Odd Semester)
Session 2026-27

Name of the Teacher/s: Dr. Rupinder Kaur, Dr. Meenu Singla
Department: PG Department of Commerce
Class: B. Com. / BBA / BBA(BFSI) / BA 2nd year (Sem III)
Subject: COM-SEC - 102 (Personality Development and Professional Skills)

S. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1	20th July 2026	31st July 2026	Interpersonal skills: Components of Self-concept, Factors affecting self-concept, Self Management Techniques, Forms of Interpersonal Relationships, Competencies and enhancing interpersonal skills.	Lecture Method, PPTs, Group Discussion, Online Sources
2	1st August 2026	31st August 2026	Personal skills: Improving reading skills, Problem solving skills, Creativity skills, Listening skills, Management skills	Lecture Method, PPTs, Group Discussion, Online Sources
3	1st September 2026	30th September 2026	Career Development: Public Speaking and Presentation skills, Group Discussion, Types of group discussion, Tips for successful participation in GD, Job interviews and its types, preparation and do's and don'ts for an interview, Resume writing and job application.	Lecture Method, PPTs, Group Discussion, Online Sources
4	1st October 2026	31st October 2026	Work culture, Ethics and Stress management: Meaning and Learning Organisational Culture, Work Environment and Ethics, Sources of Stress and ways to cope up with stress.	Lecture Method, PPTs, Group Discussion, Online Sources
5	1st November 2026	17th November 2026	Non-verbal communication: workplace etiquettes, personal appearance, posture, and gestures, facial expressions, conduct at the workplace, telephone and email etiquettes.	Lecture Method, PPTs, Group Discussion, Online Sources

MEHR CHAND MAHAJAN DAV College for Women, Sector – 36A, Chandigarh

MONTHLY TEACHING PLAN (Odd Semester)

Session (2026-2027)

Name of Teacher: Dr. Smriti Nayyar

Department: PG Department of Commerce

Class: - B.Com/BBA/BFSI 2nd Year (Semester-3)

Subject: International Banking COM/BBA (SEC) – 301 B

Sr. No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken
	From	To		
1	20th July, 2026	31st July, 2026	International Banking: Meaning, Features, Services and Types. Letter of Credit, Sanctioning Credit Limit for Discounting of Bills, Types of Credit, Bank Guarantees. Format of Foreign Transactions, International Banking Vis-A-Vis Domestic Banking	Lectures, Power Point Presentations, Group Discussion
2	1st August, 2026	31st August, 2026	Foreign Trade Financing, International Financial Transactions Lending and Borrowing Across Borders. Loans: Introduction, Types of Loans, Loan Procedure Processing, Sanctioning, Monitoring and Recovering Commercial Loans, Credit Information Bureau of India Ltd. (CIBIL) Score, Prime Lending Rate, Ir4CLR, RBI Base Rate and Its Impact on Loans	Lectures, Power Point Presentations, Group Discussion
3	1st September, 2026	30th September, 2026	Multinational Banking: Meaning, Activities and Organisational Structures, International Economic Institutions: IMF, World Bank, Asian Development Bank(ADB)- Role and Functions.	Lectures, Power Point Presentations, Group Discussion
4	1st October , 2026	31st October, 2026	World Trade Organisation (WTO): Headquarters, Functions and Objectives, Current Members. Practical Work including Loan Sanctioning Proformas, Pre-Shipment and Post Shipment Forms and Import- Export Proformas.	Lectures, Power Point Presentations, Group Discussion
5	1st November, 2026	17th November, 2026	Revision	Discussion