



**AUXILIUM COLLEGE (Autonomous)**

(Accredited by NAAC with A+ Grade with a CGPA of 3.55 out of 4 in the 3<sup>rd</sup> cycle)  
Gandhi Nagar, Vellore – 6.

**DEPARTMENT OF M. Com.**

**LESSON PLAN**

**2019-2020**

Unit IV :

Appraising Employee Performance - Basic considerations - Methods of Performance Appraisal - Requisite of Sound Performance Appraisal System - Thiruvalluvar Conceptualization of Management - Employee Incentives and Benefits - Effective measures of Incentives and Benefits.

LESSON PLAN

Month	Course	Subject	Unit	No. of hrs.	Portions to be Completed
JUNE	PG	Advanced Cost and Management Accounting	II	8	Process Accounts
	PG	Direct Taxation - I	I	3	Residential Status
	PG	Human Resource Management	IV	1	Performance Appraisal
JULY	PG	Advanced Cost and Management Accounting	II	15	Process + Contract Costing
			I	5	Uniform Costing
	PG	Direct Taxation - I	I	20	Residential Status Exempt Salaries
	PG	Human Resource Development	IV	5	Basic considerations of Performance Appraisal + Requisite

Month	Cours	Subject	Unit	No. of hrs	Portions to be Completed
AUGUST	PG	Advanced Cost and Management Accounting	III	19	Marginal Costing and Decision Making
	PG	Direct Taxation I	II	19	Salaries and House Property
	PG	Human Resource Management	IV	4	Methods of Performance Appraisal
SEP	PG	Advanced Cost and Management Accounting	IV	14	Standard Costing and Variance Analysis
	PG	Direct Taxation I	III IV	14	Profits and Gains Capital Gains
	PG	Human Resource Management	IV	3	Thiruvallur Conceptualization of Performance Appraisal.
OCT	PG	Advanced Cost and Management Accounting	V	18	Budgets
	PG	Direct Taxation I	V	18	Income from Other Sources
	PG	Human Resource Management	IV	4	Employee incentives and benefits

# TEACHING AND LESSON PLAN

Programme - M. Com.  
 Programme Code - PG  
 Semester - I  
 Course - Direct Taxation **II**  
 Course Code - PCCO P19  
 Hours - 6  
 Credit - 5  
 Total Hours - 90  
 Max Marks - 100.  
 Course Instructor - Ms. K. Deepa

Week	No. of hours	Unit	Topic	Teaching Methodology	Learning Resource	Method of Evaluation
Week I	5	I	Basic Concepts - Residential Status	Lecture PPT Illustrating problems	Income Tax H.C. Mehta	Slip test Quiz
Week II	5	I	Income exempt from tax Income from Salaries	PPT Illustrating problems	"	Assignment Quiz
Week III	5	I	Income from Salaries	Illustrating problems	"	Assignment
Week IV	5	II	Income from Salaries (Retirement Benefits)	"	"	Slip test Assignments
Week V	5	II	Income from House Property	"	"	Oral test of Provision
Week VI	5	II	Income from House Property	"	"	Assignments
Week VII	5	III	Profits and Gains of Business or Profession	Lecture on provisions	"	Oral test
Week VIII	5	III	Profits and Gains of Business or Profession	Illustrating problems	"	Assignment

Week	No. of hrs.	Unit	Topic	Teaching Methodology	Learning Resource	Method of Evaluation
Week IX	5	III	Depreciation Allowance	Illustrating Problems	Dr. Ti - H.C. Mishra	Assignment
Week X	5	IV	Income from Capital Gains	Lecture	"	Selftest
Week XI	5	IV	Computation of Capital Gains	Lecture Problems	"	Assignment
Week XII	5	IV	Exempted Capital Gains	Parsons Problem Lecture	"	Assignment
Week XIII	5	V	Income from Other Sources	Lectures + Illustrating Problems	"	Assignment Quiz

WORK DONE (2019 - 2020)

ODD SEMESTER

Date	Class	No of Hours	Syllabus Covered	Ref. Book
17/6/19 to 21/6/19	II M. Com	5	<u>Advanced Business Statistics</u> * Sampling * Methods of Sampling	S.P. Gupta
	II M. Com	4	<u>Human Resource Management</u> * Introduction of HR * HRM	S. S. Khanka
24/6/19 to 28/6/19	II M. Com	5	<u>Advanced Business Statistics</u> * Correlation * Partial Correlation	S. P. Gupta
	II M. Com	4	<u>Human Resources Management</u> * HRM.	SS Khanka
	I M. Com	4	<u>Entrepreneurial Development</u> * Introduction	S.S. Khanka
1/7/19 to 5/7/19	II M. Com	5	<u>Advanced Business Statistics</u> * Regression Analysis * Multiple Regression Analysis	S. P Gupta

21/7/19

Date	Class	No of Hours	Syllabus Covered	Ref. Book.
11/7/19 to 5/7/19	<u>II</u> M. Com	4	<u>Human Resource Management</u> * Human Resource Planning	S S Khanka
		5	<u>Entrepreneurial Development</u> * Entrepreneur.	SS. Khanka
8/7/19 to 12/7/19	<u>II</u> M. Com	5	<u>Advanced Business Statistics</u> * Multiple Regression * Partial Regression	SP Gupta
	<u>II</u> M. Com	4	<u>Human Resources Management</u> * Job Analysis * Job Design	SS Khanka
	<u>I</u> M. Com	5	<u>Entrepreneurial Development</u> * Entrepreneurship * Need and Importance. * Role in Economic development.	S.S. Khanka
15/7/19 to 19/7/19	<u>II</u> M. Com	5	<u>Advanced Business Statistics</u> * Multiple Regression	SP Gupta JK Sharma
	<u>II</u> M. Com	4	<u>Human Resource Management</u> * Recruitment * Selection	SS Khanka
	<u>I</u> M. Com		<u>Entrepreneurial Development</u> * Institutional Finance	SS

## LESSON PLAN (2019-2020)

DDD SEMESTER					
MONTH	WORKS	PAPER	No of HOURS	UNIT	PORTIONS TO BE COVERED
June	Pa course II M.com	Advanced Business Statistics	10 hrs	Unit - II	Sampling - Method, Standard & Sampling Error
	II M.com	Human Resource Management	8 hrs	Unit - I	Human Resource Management - Introduction - objectives - scope - functions - Evolution
	I M.com	Entrepreneurial Development	2 hrs	Unit - I	ED - Introduction - Prospective.
July	II M.com	Advanced Business Statistics	22 hrs	Unit - II & Unit - I	Sampling - Partial & Multiple Correlation & Regression Analysis.
	II M.com	Human Resources Management	22 hrs	Unit I & II	Human Resource Management - Man power planning Job satisfaction.
	I M.com	Entrepreneurial Development	18 hrs	Unit I & II	EP Prospective - Support services.
Aug	II M.com	Advanced Business Statistics	21 hrs	Unit III	Test of Hypothesis Large and Small Sample
	II M.com	Human Resources Management	21 hrs	Unit III	Career Planning & Development & Executive Development
	I M.com	Entrepreneurial Development	18 hrs	Unit III	Project Identification - selection & project Formulation.



SEM	COURSE	PAPER	No. of Hours	UNIT	PORTIONS TO BE COVERED
II	M. Com	Advanced Business Statistics	20 hrs	Unit IV	Chi <sup>2</sup> - square distribution - Goodness of fit. - Test of Homogeneity
II	M. Com	Human Resource Management	20 hrs	Unit IV	Job Enrichment - Recruitment and Selection.
I	M. Com	Entrepreneurial Development	17 hrs	Unit IV	Entrepreneurial Development Programme.
II	M. Com	Advanced Business Statistics	19 hrs	Unit V	Analysis of variance one way classification. two way classification
II	M. Com	Human Resource Management	19 hrs	Unit V	Employee grievances - cause - Procedure. Redressal of Grievances.
I	M. Com	Entrepreneurial Development	16 hrs	Unit V	Women Entrepreneurial Development Programme - & support system

## LESSON PLAN

**Programme** : M. Com  
**Programme code** : PG  
**Semester** : II  
**Course** : Research Methodology  
**Course code** : PCC0019  
**Hours** : 5  
**Credits** : 4  
**Total Marks** : 100 Marks  
**Course Instructor** : A. Anitha Devi  
**Coordinator** :

Week No.	No of Hours	Units	Topic	Teaching Methodology	Learning Material	Method of Evaluation
Week 1	5	I	Introduction to Research Nature and Scope Types of Research	Lecture Group Discussion PPT	Research Methodology by Ravilochan	QPs - Test - Quiz
Week 2	5	I	Major steps in Research Research Design Formulation of Research Problem	Lecture	Research Methodology by Ravilochan	Test - Quiz
Week 3	5	I	Review of literature Hypothesis Uses of social science Research	Lecture Case study	Research Methodology by Ravilochan	Test
Week 4	5	II	Nature & Collection of Data Data Collection	Lecture	Research Methodology by Ravilochan	Practical work - Test
Week 5	5	II	Procedure for Data collection Tools of Data collection	Lecture	Research Methodology by Ravilochan	Quiz

WEEK DATE	NO OF HOURS	UNIT	TOPIC	TEACHING METHODS	LEARNING	METHOD OF EVALUATION
WEEK 6	5	II	Observation Schedule Questionnaires Interview	Lecture MGP 99 II	Research Methodology by Ravilochan	Test
WEEK 7	6	III	Sampling Types of Sampling Error in Sampling	Lecture 99 2	Research Methodology by Ravilochan	Assignment
WEEK 8	5	III	Sample Size Factors Influencing sample size Processing of Data	Lecture 102 A	Research Methodology by Ravilochan	Assignment
WEEK 9	5	III	Editing Coding Classification and Tabulation	Lecture	Research Methodology by Ravilochan	Assignment
WEEK 10	5 GP test	IV	Measures of location & Dispersion, skewness, Kurtosis, Karl Pearson's Rank correlation	Lecture Illustrating Problems	Research I Methodology & Business Statistics	Test by giving Problems for solving
WEEK 11	5 GP	IV	Spearman's Rank Correlation Coefficient, Linear Regression.	Lecture Illustrating Problems	Research I Methodology & Business Statistics.	Test by giving Problems for Solving
WEEK 12	5 GP	IV	Diagrammatic & Graphical Representation Interpretation of Results Percentage Bar Diagram Pie Chart.	Lecture Illustration	Research Methodology by Ravilochan.	Assignment
WEEK 13	5 GP	V	Research Reports - Structure and components.	Lecture	Research II Methodology by Ravilochan	Assignment (Report writing)
WEEK 14	5 GP	V	Types of Reports & Features of good Research Reports	Lecture	Research Methodology	Assignment
WEEK 15	5 GP	V	Foot Note & Citation Plagiarism & its consequences	Lecture	Research II Methodology	Quiz.

## LESSON PLAN

Programme : M. Com  
 Programme code : PG  
 Semester : II  
 Course : Bank Financial Management  
 Course code : PCCOH19  
 Hours : 6  
 Credits : 4  
 Total hours :  
 Max Marks : 100  
 Course Institution :  
 Coordinator : Anitha Devi. A.

WEEK DATE	No OF HOURS	UNIT	TOPIC	TEACHING METHODOLOGY STUDENT METHOD	LEARNING	METHOD OF EVALUATION
WEEK 1	5	I	Correspondent Banking system, Electronic Mode of Transmission/ Payment Gateway	Lecture	Bank Financial Management by IIBF	Quiz
WEEK 2	5	I	NRI Banking, NRI Accounts & Facilities to NRIs	Lecture	Bank Financial Management by IIBF	Test
WEEK 3	5	I	Facilities to Exporters & Importers	Lecture	Bank Financial Management by IIBF	Test
WEEK 4	5	II	Documentary Letter of Credit, Typo, Important changes in UCP- 600	Lecture PPT	BFM by IIBF	Assignment
WEEK 5	5	II	Parties to letter of Credit, URR - 525,	Lecture PPT	Bank Financial Management by IIBF	Quiz
WEEK 6	5	II	External Commercial Borrowings	Lecture PPT	Bank Financial Management by IIBF	Assignment

WEEK	No OF HOURS	UNIT	TOPIC	SEMINARY METHODOLOGY	LEARNING	METHOD OF EVAL
WEEK 7	5	III	Foreign Exchange Its operation, Foreign Bank, Branch, Foreign Exchange Rate, Foreign Exchange Business, Foreign Exchange Market	Lecture	BFM by IIBF	Quiz
WEEK 8	5	III	Exchange Rate Mechanism - Dealing Room operations, RBI / FEMA Guidelines	Lecture	BFM by IIBF	Just
WEEK 9	5	III	Basis of Forex Derivatives, Risk in Foreign Exchange operation, Management of Risk	Lecture	BFM by IIBF	Quiz
WEEK 10	5	IV	Risk Management, Role of ECU, Risks in International Trade	Lecture	BFM by IIBF	Quiz
WEEK 11	5	IV	Export credit, International credit, Financial Guarantees	Lecture	BFM by IIBF	Just
WEEK 12	5	IV	Role of EXIM Bank, RBI, exchange control in India - FEMA / FEMA	Lecture	BFM by IIBF	Just
WEEK 13	5	V	Balance Sheet Management components of Assets & Liabilities	Lecture	BFM by IIBF	Assignment
WEEK 14	5	V	Banking Regulation and capital Adequacy	Lecture PPT	BFM by IIBF	Assignment
WEEK 15	5	V	Supervisory Review Process, Market Discipline	Lecture PPT QD	BFM by IIBF	Assignment

## LESSON PLAN

Programme : M. Com  
 Programme code : PG  
 Semester : IV  
 Course : Enterprise Resource Planning & Jally  
 Course Code : PCC0917  
 Hours : 4  
 Credits : 3  
 Total Hours :  
 Max Marks : 100  
 Course Instructor : A. Aniltha Devi  
 Coordinator :

SR	NO OF HOURS	UNIT	TOPIC	TEACHING METHOD	LEARNING	METHOD OF EVALUATION
1	4	I	Enterprise Resource Planning, Common Myths about ERP, Merits.	Lecture PPT	ERP & Jally	Assignment
2	4	I	Road map for successful ERP implementation, Advantages, Value created by ERP	Lecture PPT	ERP & Jally	Seminars
3	4	I	Benefits of ERP system Risk of ERP, Implementation of ERP, Challenges in ERP	Lecture PPT	ERP & Jally	Seminars
4	4	II	ERP & Related Technology Business Process reengineering	Lecture	ERP	Assignment
5	4	II	Data Mining Online analytical Process, supply chain management	Lecture	ERP	Assignment

WEEK	NO OF HOURS	UNIT	TOPIC	TEACHING METHODOLOGY	LEARNING	METHOD OF EVALUATION
WEEK 6	4	<u>II</u>	Customer Relationship Management, Business Process reengineering	Lecture PPT	ERP	Assign
WEEK 7	4	<u>III</u>	Data Mining & Technologies used.	Lecture PPT	ERP	Quiz
WEEK 8	4	<u>III</u>	OLAP, Relationship with Data Warehouse	Lecture PPT	ERP	Quiz
WEEK 9	4	<u>III</u>	Product life cycle Management - Benefits, Phases, Management support.	Lecture PPT	ERP	Quiz
WEEK 10	4	<u>II</u>	Supply chain Management - Merits - Business Benefits - Customer Relations	Lecture PPT	ERP I	Just
WEEK 11	4	<u>IV</u>	CRM - Benefits - Components - Features & Forms of CRM	Lecture PPT	ERP I	Just
WEEK 12	4	<u>IV</u>	Advanced Technology and ERP securities, Tips for Defending Hacker	Lecture PPT	ERP I	Just
WEEK 13	4	<u>V</u>	Tally software. History Features General & Accounting	Lecture	ERP II	Assignment
WEEK 14	4	<u>V</u>	Group and ledgers Inventory in Tally Stock group and items - Voucher	Lecture	ERP II	Assignment
WEEK 15	4	<u>V</u>	Accounting & Inventory - cost centre and categories - Budgets and control - GST in Tally	Lecture	ERP II	Assignment

2019-2020 Lesson Plan  
(ODD SEMESTER)

Month	Course	Paper	No. of Hrs.	Unit	Portions to be Taught.
June July	IM.com PG	organisational Behaviour.	14	I	<p>Fundamental Concept Approach to OB personality, values, belief, perceptions &amp; individual decision making etc.,</p> <p>II classifications of groups, Techniques dynamics and communication....</p>
	IM.com PG	Principles of Insurance	15	I	<p>Insurance - purpose, benefits, functions, importance, Nature, Types, Insure Vs Assurance, Insure contract Vs Wagering Agreement, gambling Vs Insurance &amp; classification of Insurance.</p> <p>II Life Insurance, Advantages, types, Plans, reinsurance, Channels of distribution, claims, settlement value, paid up value Duplicate policy, Lost policies, claims settlements.</p>



Month	Course	Paper.	No. of Hours	with	Portions to be taught.
August	Im.com PG.	organisational Behaviour.	18	II	Inter group Conflicts.
				III	Forces of change, managing change, models of change, Process, Resistance & Approaches to Planned change.
	Im.com PG	Principles of Insurance.	18	III	Fire Insurance, Scope, Principles, Types, Assignment of Fire Insurance. Marine Insurance, Scope, Contracts, Fundamental Principles of Marine Insurance.
September	Im.com PG.	organisational Behaviour.	18	IV	Meaning, Types, Sources Dynamics of organisational Conflict, causes and consequences of OB methods of Managing Conflicts.
	Im.com PG.	Principles of Insurance	17	IV	Motor vehicle Insurance kinds, services & claim of settlement, Health Insurance, Types & Schemes in India.

Month	Course	Paper.	No. of Hrs.	unit	Portions to be taught.
October.	M.Com PG.	Organisational Behaviour	13	<u>V</u>	Meaning, Typical Symptoms of stress, Causes, dealing with stress.
	M.Com PG.	Principles of Insurance.	15	<u>V</u>	Miscellaneous Insurance.

# I BCA

Month	Course	Paper.	No. of Hrs.	Unit	Portions to be Taught.
June July.	UG IBCA	Accounting Fundamentals.	15	I	Accounting, meaning, definition Accounting cycle Concepts & Convention, entry system and ledgers.
				II	Trial Balance, Subsidiary Books, Bank Reconciliation Statement.
August				III	Final Accounts.
September				IV	Depreciation Theories of Straight Line & Diminishing Balance.
October				V	Single Entry, Difference between single entry & double entry, Net worth method & Conversion method.

date	class	Portions Covered	No. of Hrs.	References
17.6.19 To 21.6.19	IM.com	Introduction to Insurance, Meaning, definition, features and essentials of valid Insurance Contract.	5	P. Periasamy.
24.6.19 To 28.6.19.	IBCA	Accounting Introduction, Meaning, definition, steps. in a/cug	1	Dr. Reddy & Murthy
	IM.com	organisational Behaviour Introduction, meaning, definition, key Elements Nature, scope, need	4	S.S. Khanika
	IM.com	Characteristics of OB, Difference between Insurance Contract & Wagering Agreement, Functions and Importance of Insurance Contract.	4	P. Periasamy.
		26.6.19 CL. (Net exam)		
1.7.19 To 5.7.19.	IBCA	Book Keeping Vs Accounting, Objectives, Advantages, Limitations Groups, Branches, Methods & Types. Golden Rules.	3	Dr. Reddy & Murthy.
	IM.com	discipline to OB, Process, Models	4	S.S. Khanika.
	IM.com	Benefits, kinds of Insurance Corporation & Scope of Insurance 4.7.19 CL.	3	P. Periasamy

Date	class	Portions Covered.	No. of Hrs.	References
8.7.19 TO 12.7.19	IBCA	Concepts of Accounting, Conventions of Accounting, Terminology of Accounting, Accounting cycle, Journal, Ledger Theories.	5	Dr. Reddy & Murthy.
	IM.com	Foundations of individual Behaviour, personality.	5	S.S. Khanka.
	IM.com	Types of Life insurance Contract, classification of Life Insurance Plans	5	P. Periyasamy.
15.7.19 TO 19.7.19.	IBCA	Journal Entries - Problems.	5	T.S. Reddy & Murthy.
	IM.com	perception, values, Beliefs & attitudes. & Seminar	5	S.S. Khanka.
	IM.com	Reinsurance, channels of distribution, surrenders Value & Paidup Value - Differences. & seminar.	4	P. Periyasamy.
		17.7.19 CL.		
22.7.19 TO 26.7.19.	IBCA.	Ledger - sums Subsidiary Books - Problems. (Purchase, sales, Purchase Return, sales Return) Cash Book 1, 2, 3)	5	
	IM.com	Groups -> Types, techniques, dynamics, conflicts etc;	5	
	IM.com	Loss of policies, channels of distribution, kinds of Insurance Policies. etc;	4	

# Lesson Plan.

Programme : M. Com  
 Programme Code : PG.  
 Semester : IV  
 Course : Financial Management.  
 Course Code : PCCOM15  
 Hours : 6  
 Credit : 5  
 Total Hours :  
 Max Marks : 100  
 Course Instructor : Thenmozhi. G.  
 Co-ordinator :

Week	No. of Hours.	Unit	Topic	Teaching methodology of students method.	Learning	Method of Evaluation
Week 1	5	I	Introduction of Financial Management, meaning, definition, Nature, objectives, scope and functions, Role of Financial Manager.	Lecture Group Discussion.	Financial Management By. Dr. A. Murthy.	Test.
Week 2	5	I.	Capital structure, Features, factors affecting capital structure & Theories.	Lecture.	Financial Management By. A. Murthy.	Test.
Week 3	5	I	Net income approach, Net operating Income approach, Traditional Approach - Modigliani and Miller Approach.	Lecture. illustrating Problems.	Financial Management By. A. Murthy.	Test, Giving Problem to solve

Week	No. of Hours.	Unit.	Topic	Teaching Methodology of student Method.	Learning	Method of Evaluation
Week 4.	5	<u>II</u>	Leverage - Types and significance, Financial planning, meaning & definitions.	Lecture illustrating problems.	Financial Management By A. Murthy.	Test Giving Problem for Solving.
Week 5	5	<u>II</u>	Scope, characteristics, Essentials of sound financial planning, Fixed capital.	Lecture	Financial Management By A. Murthy	Test
Week 6.	5	<u>II</u>	Working capital, Theories of capitalization.	Lecture, Group Discussion.	Financial Management By A. Murthy.	Test.
Week 7.	5	<u>III</u>	Cost of Capital, Importance, Cost of Capital Computation.	Lecture, Group Discussion.	Financial Management By A. Murthy.	Test.
Week 8	5	<u>III</u>	Cost of debt after and before tax, Cost of preference share capital, Cost of equity share capital.	Lecture illustrating problems.	Financial Management By A. Murthy.	Test.
Week 9	5	<u>III</u>	Retained Earnings, Weighted Average Cost of Capital.	Lecture	Financial Management By A. Murthy.	Test.
Week 10	5	<u>IV</u>	Source of Long Term Finance & Sources of short-term finance	Lecture	Financial Management By A. Murthy.	Test
Week 11	5	<u>IV</u>	Working capital Management, meaning, definition, Types, Need, Advantages, determining factors	Lecture	Financial Management By A. Murthy.	Test.

Week	No of Hours	Unit	Topic	Teaching Method	Learning	Method of Evaluation
Week 12.	5	IV	Working capital cycle, Factors affecting WC, Forecasting WC requirements, Funding the sources of Working Capital.	Lecture. Illustrating Problems.	Financial Management By A. Murthy.	Test Giving Problems for Solving.
Week 13.	5	V	Dividend policies Consideration, Dividend payout Method, Dividend Theories.	Lecture	Financial Management By A. Murthy.	Test
Week 14	5	V	Walter, M.M Theories, Bonus Shares, Right share, capital Budgeting meaning & definitions.	Lecture	Financial Management By A. Murthy.	Test
Week 15.	5	V	Traditional Method of Evaluating Projects, Modern methods, Decision Tree, PERT and CPM.	Lecture	Financial Management By A. Murthy.	Test

### Lesson Plan.

Programme : M. Com

Programme Code : PG.

Semester : II

Course : International Marketing management.

Course code : PECOC19.

Hours : 5

Credit : 4

Total Hours :

Max marks : 100

Course Instructor : G. Thenmozhi.

Co-ordinator :



Week	No of Hrs.	Unit.	Topic	Teaching method.	Learning.	Method Evaluated
Week 1.	5	I	International Marketing management - Meaning, Definition, Scope, International market Vs Domestic market.	Lecture.		Test
Week 2	5	I	- Need & importance, - Problems and challenges, - Reasons for rapid Internationalization	Lecture.		Test
Week 3.	5	I	Global marketing of services.	Lecture		Test
Week. 4.	5	II	Product Planning for Export - need - Product Life Cycle in international marketing - Packaging - Role of IIP in Export Packaging.	Lecture & Group Discussion		Test
Week 5	5	II	- Pricing for Export - Factors determining Prices - Role of Price and non-Price factors in international market.	Lecture		Test
Week. 6.	5	II	Marginal Cost Pricing. - Elements of cost for Export price quotation - Impact - Quotation - Export price strategy.	Lecture		Test
Week 7.	5	III	Promoting Product internationally - Nature of international Advertising - Unified or Diversified Advertising strategy - Promotional methods - Campaign Design.	Lecture & Group Discussion		Test

Week	No of Hrs.	Unit.	Topic.	Teaching Method.	Learning	Method of Evaluation
Week 8		III	Genetic Probation in International Marketing - market entry and overseas distribution system, methods of entry in foreign market, channels of distribution.	Lecture		Test
Week 9.		III	Elements of distribution policy - Factors affecting channels of decision - Exporting through agents or distribution - Role of Export Trading Houses.	Lecture		Seminar
Week 10		IV	overseas market Research - Need - Designing & Testing of Questionnaire	Lecture		Seminar
Week 11		IV	Conduct of overseas market Research.	Lecture.		Test
Week 12		IV	Marketing plan for Exports.	Lecture		Test
Week 13		V	Management of Risks in International marketing - Export Documentation	Lecture		Seminar
Week 14		V	- Role of Export Documentation - significance of some export documents.	Lecture of Group discussion		Test
Week 15.		V	Common defects in export documents - Processing of an Export order.	Lecture of Group discussion		Test.

## Lesson Plan

Programme : BCA  
Programme Code : UG  
Semester : II  
Course : Fundamentals of Accounting - II  
Course Code : UAAPB 19  
Hours : 5  
Credit :  
Total Hours :  
Max Marks : 100  
Course Instructor : G. Themozhi  
Co-ordinator :

Week	No. of Hrs	Unit	Topic	Teaching Method	Learning	Method of Evaluation
Week 1	5	I	Partnership Accounts - Meaning - definitions - Partnership Deeds	Lecture	Financial Accounting	Test
Week 2	5	I	Fundamental of Partnership Accounts - Problems.	Problems worked	" T.S. Reddy A. Murthy	Test given for Problem Solving
Week 3	5	I	Admission of a Partner. - Problems.	Problems worked	Financial Accounting	Giving Problem for Solution
Week 4	5	II	Retirement of Partner - Theories.	Lecture	" T.S. Reddy S. Murthy	Test
Week 5	5	II	Retirement of Partner - Problems.	Problems worked	Financial Accounting	Giving Problem to solve
Week 6	5	II	Death of a Partner. - Problems.	Problem worked	" T.S. Reddy S. Murthy	Giving Problem for Solution
Week 7	5	III	Branch Accounts - meaning - definitions - Needs - Types.	Lecture	Financial Accounting T.S. Reddy S. Murthy	Test.

Week	No. of Hrs.	Unit	Topic	Teaching Method	Learning	Method of Evaluation
Week 8	5	III	Debtors systems Final A/c System - Problems.	Problem Worked	Financial Accounting	Giving Problem
Week 9	5	III	Stock & debtor system - Problems.	Problem Worked	T.S. Reddy & Murthy	Giving Problem
Week 10	5	IV	Departmental Accounts - Needs - Advantages - Techniques of Departmental Accounting - Difference between Branch & Departmental Accounting.	Lecture	Financial Accounting	Test
Week 11	5	IV	Basis of Allocation of expenses which cannot be allocated - Problems.	Problem Worked	T.S. Reddy & Murthy	Giving Problems.
Week 12	5	IV	Inter departmental transfer - Problems.	Problem Worked	Financial Accounting	Giving Problems.
Week 13	5	V	Hire purchase system - definition - features - distinction between Hire purchase and instalment system.	Lecture	T.S. Reddy & Murthy	Test.
Week 14	5	V	Default and Repression - Sums.	Problem Worked	Financial Accounting	Giving Problems
Week 15	5	V	Default and Repression - Sums.	Problem Worked	T.S. Reddy & Murthy.	Giving Problems.

# LESSON PLAN

PROGRAMME	BCA
PROGRAMME CODE	UG
SEMESTER	IV
COURSE	MANAGEMENT ACCOUNTING
COURSE CODE	UAMQA15
HOURS	6
CREDITS	5
TOTAL HOURS	
MAXIMUM MARKS	100
COURSE INSTRUCTOR	MS. PRASANNA P.

WEEK/ DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHODOLOGY + STUDENTS CENTRIC METHODS	LEARNING RESOURCES	METHOD OF EVALUATION
Week 1	5	I	<ul style="list-style-type: none"> <li>- Introduction to Management</li> <li>- characteristics</li> <li>- Pros + Cons</li> </ul>	Lecture	Management Accounting by Reddy + Hari Prasad Reddy.	Test
Week 2	5	I	<ul style="list-style-type: none"> <li>- Difference between cost + Management</li> <li>- tools + techniques</li> <li>- Financial statement Analysis</li> </ul>	Lecture	Management Accounting by Reddy + Hari Prasad Reddy.	Test
Week 3	5	I	<ul style="list-style-type: none"> <li>- Comparative statement</li> <li>- Common size State ment</li> <li>- Trend Percentage</li> </ul>	Lecture, Problems worked out	Management Accounting by Reddy + Hari Prasad Reddy.	Assignment

WEEK/ DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHODOLOGY + STUDENTS CENTRAL METHODS	LEARNING RESOURCES	METHOD OF EVALUATION
Week 4	5	<u>II</u>	- Profitability Ratios	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Formulas oral test
Week 5	5	<u>II</u>	Turn over Ratios / stock turn over Ratios	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Formulas oral test
Week 6	5	<u>II</u>	Solvency or Financial Ratios	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Formulas oral test
Week 7	5	<u>III</u>	- Introduction to funds flow statement - changes in working capital	Lecture, Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Test
Week 8	5	<u>III</u>	Funds from operations	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Test
Week 9	5	<u>III</u>	- Simple fund flow statements - objectives, limitations	Lecture, Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	Test, group discussion
Week 10	5	<u>IV</u>	- Cash from operations - profit + current assets + liabilities are given - when PL is given	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	giving Problems to solve
Week 11	5	<u>IV</u>	- when balance sheet is given - when Sundry details are given.	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	giving Problems to solve
Week 12	5	<u>IV</u>	Simple cash flow statements	Problems worked	Management Accounting by Reddy & Hari Prasad Reddy	giving Problems for solving

WEEK DATE	NO. OF HOURS	UNIT	TOPIC	TEACHING METHODOLOGY + STUDENT CENTRAL METHOD	LEARNING	METHOD OF EVALUATION
week 13	5	<u>IV</u>	- Introduction to Budget - Advantages, disadvantages - Types of Budgets	Lecture	Management Accounting by Reddy + Hari Prasad Reddy	Test
week 14	5	<u>V</u>	- Sales Budget, - Production Budget	Problems Worked	Management Accounting by Reddy + Hari Prasad Reddy	giving Problems for Solving
week 15	5	<u>V</u>	- Cash Budget - Fixed + flexible Budget.	Problems Worked.	Management Accounting by Reddy + Hari Prasad Reddy	giving Problems for Solving

### LESSON PLAN

PROGRAMME	M. com
PROGRAMME CODE	PG
SEMESTER	<u>II</u>
COURSE	INDIRECT TAXATION :
	LAW AND PRACTICE
HOURS	5
CREDITS	4
TOTAL HOURS	
MAXIMUM MARKS	100
COURSE INSTRUCTOR	MS PRASANNA P.
COURSE CODE	PCCOE17

WEEK DATE	NO. OF HOURS	UNIT	TOPIC	TEACHING METHODOLOGY + STUDENT CENTRIC METHOD	LEARNING	METHOD OF EVALUATION
Week 1	5	I	<ul style="list-style-type: none"> <li>History of Taxation</li> <li>Features, Elements</li> <li>Objectives of taxation</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy.	Test
Week 2	5	I	<ul style="list-style-type: none"> <li>Canons of Taxation</li> <li>Characteristics</li> <li>Features + Problems of taxation</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy	Test
Week 3	5	I	<ul style="list-style-type: none"> <li>Classification of Taxation</li> <li>Specific + ad valorem duties</li> <li>Single + Multiple tax systems</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz
Week 4	5	II	<ul style="list-style-type: none"> <li>Introduction to GST + History</li> <li>Enactment of bills</li> <li>Effects on economic growth.</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy	Test
Week 5	5	II	<ul style="list-style-type: none"> <li>Difference between Present tax + GST</li> <li>Strengths, opportunities, challenges</li> <li>Objectives, Justification</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy	Assignment
Week 6	5	II	<ul style="list-style-type: none"> <li>Types of GST</li> <li>Impact on various governments</li> <li>GST Rates</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz
Week 7	5	III	<ul style="list-style-type: none"> <li>Supply + Goods in GST</li> <li>Goods exempted from GST</li> <li>Services exempt from tax.</li> <li>Meaning of Original works.</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz



WEEK/DATE	NO. OF HOURS	UNIT	TOPIC	TEACHING METHODOLOGY & STUDENT CENTRIC METHODS	LEARNING	METHOD OF EVALUATION
Week 8	5	III	<ul style="list-style-type: none"> <li>- Meaning of legal services</li> <li>- Meaning of Recognised sports body</li> <li>- Introduction to supply</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Test
Week 9	5	III	<ul style="list-style-type: none"> <li>- Meaning of Related persons</li> <li>- Impact of Services Job work</li> <li>- Inter + Intra State Supply</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy.	Test
Week 10	5	IV	<ul style="list-style-type: none"> <li>- Taxable event under GST</li> <li>- Collection + Payment of GST</li> <li>- Input Tax credit</li> </ul>	Lecture PPT	Business Taxation with GST by Reddy + Hari Prasad Reddy.	Assignment
Week 11	5	IV	<ul style="list-style-type: none"> <li>- Zero Rated Supply</li> <li>- Registration, Procedures, Persons liable for.</li> <li>- Assessment + Audit</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy.	Assignment
Week 12	5	IV	<ul style="list-style-type: none"> <li>- Adjudicating Authority</li> <li>- powers of GST officers, offences + penalties</li> <li>- Provisions relating to refund of tax.</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Assignment
Week 13	5	V	<ul style="list-style-type: none"> <li>- Appointment of customs officers.</li> <li>- levy + collection of customs duty</li> </ul>	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz
Week 14	5	V	Import, Export procedures.	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz
Week 15	5	V	customer duty draw back	Lecture	Business Taxation with GST by Reddy + Hari Prasad Reddy	Quiz

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IV

BUSINESS ENVIRONMENT

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MS PRASANNA P.

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WEEK / DATE	NO. OF HOURS	UNITS	TOPIC	TEACHING METHODOLOGY + STUDENT METHOD	LEARNING	METHOD OF EVALUATION
Week 6	5	II	- Business cycle - Inflation	Lecture	Business environment by Sankar	Assignment
Week 7	5	III	- Constitutional environment in India - Preamble to the constitution	Lecture PPT	Business Environment by Sankar	Test
Week 8	5	III	- directive principles of state policy - criticisms of directive principle	Lecture PPT	Business Environment by Sankar	Test
Week 9	5	III	- legal environment - classifications of company.	Lecture	Business Environment by Sankar	Quiz
Week 10	5	IV	- Business & culture - social stratification in India	Lecture	Business Environment by Sankar	Test
Week 11	5	IV	- social transformation - cultural lag	Lecture	Business Environment by Sankar	Test
Week 12	5	IV	- Social Responsibility - <del>sole proprietorship</del> Partnership	Lecture	Business Environment by Sankar	Quiz
Week 13	5	V	- Technological environment - Impact of technology	Lecture PPT	Business Environment by Sankar	Assignment
Week 14	5	V	- Expenditure on research & development - social technology	Lecture	Business Environment by Sankar	Test
Week 15	5	V	- Globalisation - Foreign trade direct Investment - Multinational corporations - world trade organisations.	Lecture	Business Environment by Sankar.	Quiz

# LESSON PLAN

Programme: M.com programme Code: PG.

Semester: III Maximum Marks: 100

Course Code: PCLOJ20 Hours: 6

Course: Services Marketing

Course Instructor: Ms. Prasanna

WEEK/ DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHODOLOGY "STUDENT CENTRIC"	LEARNING	METHOD OF EVALUATION
WEEK 1	6	I	Introduction, Diff: b/w goods from Services, characteristics	Lecture cum PPT.	Services Marketing by Rama Mohana Rao	Quiz
WEEK 2	6	I	Reasons for the growth of Service Sector, career opportunities	Lecture, PPT	Services Marketing by Rama Mohana Rao.	Test
WEEK 3	6	I	Service sector in Indian Economy, key service business.	Lecture PPT	Services Marketing by Rama Mohana Rao.	Test
WEEK 4	6	II	Service demand, pattern, situation, forecasting methods, waiting line manag.	Lecture PPT	Services Marketing by Rama Mohana Rao.	Oral Test
WEEK 5	6	II	BSP, customer value hierarchy, flower of service, new service, product mix, life cycle	Lecture PPT	Services Marketing by Rama Mohana Rao	Assignment
WEEK 6	6	II	Pricing of services, transaction, location, flow of service, channels of distribution	Lecture PPT	Services Marketing by Rama Mohana Rao	Oral Test
WEEK 7	6	III	Market Segmentation, bases, Technographic criteria, stages in market segment	Lecture PPT	Services Marketing by Rama Mohana Rao.	Quiz

WEEK/DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALUATION METHOD
WEEK 8	6	III	Competitive analysis, strategies, perception of Service Quality. Competitive Threats	Lecture PPT	Services Marketing by Rama Mohana Rao	Oral Test
WEEK 9	6	III	Process of Service, GAP model, SERVQUAL Research on Service Quality.	Lecture PPT	Services Marketing by Rama Mohana Rao.	Assign
WEEK 10	6	IV	Consumer behaviour, factors influencing development	Lecture PPT	Services Marketing by Rama Mohana Rao.	Oral Test
WEEK 11	6	IV	Service perception, Consumer decision process, strategic planning	Lecture PPT	Services Marketing by Rama Mohana Rao	Assign - ment
WEEK 12	6	IV	Market Oriented Strategy, service marketing mix. Implementation	Lecture PPT	Services Marketing by Rama Mohana Rao	Test
WEEK 13	6	V	CRM, benefits, frame work, goals, ERM. Inter process Organisational System	Lecture PPT	Services Marketing by Rama Mohana Rao.	Oral Test
WEEK 14	6	V	Marketing of banking Services CRM budget, inter process e-CRM & its types.	Lecture PPT	Services Marketing by Rama Mohana Rao.	Test
WEEK 15	6	V	consumer expectation from industry & business. Consumer Movement in India. Protection Act.	Lecture PPT	Services Marketing by Rama Mohana Rao	Assign - ment

PROGRAMME: M.COM  
 SEMESTER: I  
 COURSE CODE: PCCOA20  
 COURSE: Advanced Corporate Accounting  
 COURSE INSTRUCTOR: Ms. Prasanna P.

LESSON PLAN  
 PROGRAMME CODE: PG  
 MAXIMUM MARKS: 100  
 HOURS: 6

WEEK/DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALUATION METHOD
WEEK 1	6	I	Holding company, goodwill given in b/s, when date of purchase of share is unknown	chalk & talk	Corporate Accounting by Reddy & Murthy	Assignment
WEEK 2	6	I	shares purchased at the beginning, during the year	chalk & talk	Corporate Accounting by Reddy & Murthy.	Assignment
WEEK 3	6	I	Issues of Bonus shares, Treatment of dividend, proposed dividend	chalk & talk	Corporate Accounting by Reddy & Murthy.	H.W
WEEK 4	6	II	Electricity Company a/c - theory Receipts & Exp, B/s.	PPT	Corporate Accounting by Reddy & Murthy	Oral Test
WEEK 5	6	II	Replacement of Assets Disposal of Surplus.	chalk & talk	Corporate Accounting by Reddy & Murthy	H.W
WEEK 6	6	III	Final a/c of electricity company with adjustments.	chalk & talk	Corporate Accounting by Reddy & Murthy	Assignment
WEEK 7	6	III	Life Insurance co a/c - Introduction, Ascertaining correct assurance fund	PPT	Corporate Accounting by Reddy & Murthy	H.W

WEEK DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALU- ATION METHOD
WEEK 8	6	III	Journal entries for recording claim Revenue a/c.	Lecture	Corporate accounting by Reddy & Murthy.	Test
WEEK 9	6	III	B/s of life Insurance Company, final a/c.	Lecture	Corporate accounting by Reddy & Murthy	Oral Test
WEEK 10	6	IV	GAAP, As. theory.	Lecture	Corporate Accounting by Reddy & Murthy.	Quiz
WEEK 11	6	IV	liquidation co. Deficiency a/c.	Lecture	Corporate Accounting by Reddy & Murthy.	Test
WEEK 12	6	IV	Final Statement of Affairs, Piecemeal distri- -bution	Lecture	Corporate Accounting by Reddy & Murthy.	Assign- ment
WEEK 13	6	V	Human Resource a/c - theory. Approaches to HRA assumptions.	Lecture	Corporate Accounting by Reddy & Murthy	Test
WEEK 14	6	V	Methods of HRA, Inflation a/c, conversion factor	Lecture	Corporate Accounting by Reddy & Murthy	Quiz
WEEK 15	6	VI	valuation of lost sales & closing inventory, preparation of final a/c under current purchase power method.	Lecture	Corporate Accounting by Reddy & Murthy.	Test

# LESSON PLAN

Programme: M.com

Programme Code: PG

Semester: I

Maximum Code: 100

Course Code: PCCOD20

Hours: 6

Course: Financial Services and Markets

Course Instructor: Ms. Prasanna P.

WEEK / DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALUATION METHOD
WEEK 1	6	I	Introduction, functions, types, constituents, factors affecting financial markets.	Lecture PPT	financial services + markets by punithavaty pandian	Oral Test
WEEK 2	6	I	lease finance, constituents, advantages & disadvantages.	Lecture PPT	Financial services + markets by punithavaty pandian.	Quiz
WEEK 3	6	I	Lease finance, features, constituents of leasing.	Lecture PPT	Financial services + markets by punithavaty pandian	Test
WEEK 4	6	II	Securitization, process, factoring, forfeiting, features	Lecture PPT	Financial services + markets by punithavaty pandian	Assignment
WEEK 5	6	II	Venture Capital financing, investment nurturing, process	Lecture PPT	Financial services + markets by punithavaty pandian	Quiz
WEEK 6	6	II	Status of venture capital, SEBI, foreign venture capital, credit-rating.	Lecture PPT	Financial services + markets by punithavaty pandian	Test



WEEK/DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALUATION METHOD
WEEK 7	6	III	Rating process, CIBIL, credit Rating Agencies, SEBI.	Lecture PPT	Financial Services + markets by punithavathy pandian	Open Test
WEEK 8	6	III	Mutual funds Introduction, growth of MF in India	Lecture PPT	Financial Services + markets by punithavathy pandian	Test
WEEK 9	6	III	Structure of mutual fund, schemes on the investment objectives	Lecture PPT	Financial Services + markets by punithavathy pandian	Qu
WEEK 10	6	IV	Regulations of MF, lacuna in regulations, Types of MF	Lecture PPT	Financial Services + markets by punithavathy pandian	Assign - min
WEEK 11	6	IV	Call money market participants, call money rates, reasons for fluctuations	Lecture PPT	Financial Services + markets by punithavathy pandian	Qu
WEEK 12	6	IV	REPO Markets, mechanisms, risk, Commercial paper market	Lecture PPT	Financial Services + markets by punithavathy pandian	Test
WEEK 13	6	V	Certificate of deposits, CBLO market, features, advantages	Lecture PPT	Financial Services + markets by punithavathy pandian	Open Test

WEEK / DATE	NO. OF HOURS	UNITS	TOPICS	TEACHING METHOD	LEARNING	EVALUATION METHOD
WEEK 18	6	V	Money market requirements, Evolution, commercial bill market.	Lecture ppt	Financial Services + markets by punithavaty pandian	Oral Test
WEEK 14	6	V	Measures taken to develop bill market, bill market scheme features	Lecture ppt	Financial Services + markets by punithavaty pandian	Test
WEEK 15	6	V	Guidelines by bank for bills discounting, G-secs, sale of G-secs, role of govt in sec. market.	Lecture ppt	Financial Services + markets by punithavaty pandian	Quiz