

**Teaching Plan**  
**Academic Year 2015-2016**

**Class:** B.Com

**Subject:** BUSINESS & INDUSTRIAL ECONOMICS II

**Periods per weeks:** Th. 4 Pract. \_\_\_\_\_

**Weeks (Total):** 15

**Semester:** II

**Paper No.** XII

**Test (Date):** \_\_\_\_\_

**Tutorial (Date):** \_\_\_\_\_

WEEKS	TOPICS TO BE COVERED
1	<b>Unit-I: Industrial Economics</b> Concept of Industry, Need and Importance,
2	Role of Industries in Economic and Social Development
3	Industrial Classification – <b>MCQ Test</b>
4	<b>Unit – II: Industrial Organisation</b> Individual Proprietorship, Partnership
5	Joint Stock Company, Public enterprises
6	Private Enterprises – <b>MCQ Test</b>
7	<b>Unit – III: Industrial Location</b> Importance of Industrialization, Theories of Industrial Location - Alfred Weber – <b>Tutorial</b>
8	Sargent Florence Theory, Factors influencing industrial location
9	Regional imbalance - causes and remedies <b>MCQ Test</b>
10	<b>Unit – IV: Industrial Development in India</b> New Industrial Policy 1991 and Recent Industrial Policies (IPR 2001)
11	Recent Industrial Policies (IPR 2001) , Industrial Growth- <b>MCQ's Test</b>
12	<b>Unit – V: Industrial Finance</b> Role and Functions of IFCI, IDBI - Industrial investment
13	Foreign Direct Investment, Security Exchange Board of India (SEBI)
14	Share market – Recent trends. Foreign Exchange Management Act (FEMA)
15	FEMA, Preliminary Examination – <b>MCQ's Test</b>

Teacher's Signature

**DR. S. A. MANNAN**  
(H.O.D.)

### **1. Industrial Economics**

Need, Importance, and Role of Industries in Economic and Social Development, Industrial Classification

### **2. Industrial Organisation**

Individual Proprietorship, Partnership, Joint Stock Company, Public enterprises.

### **3. Industrial Location**

Importance of Industrialisation, Theories of Industrial Location - Alfred Weber – Sargent Florence. Factors influencing industrial location Regional imbalance - causes and remedies

### **4. Industrial Development in India**

New Industrial Policy 1991 and Recent Industrial Policies (IPR 2001) Industrial Growth.

### **5. Industrial Finance**

Role and Functions of IFCI, IDBI - Industrial investment - Foreign Direct Investment  
Security Exchange Board of India (SEBI) Share market – Recent trends. Foreign Exchange  
Management Act (FEMA)

FM/CD/01  
Rev : 00

Teaching Plan  
Academic Year 2015-2016

Class : B.COM

Subject: BUSINESS MATHEMATICS & STATISTICS-II

Periods per weeks: Th. 04 Pract. \_\_\_\_

Weeks (Total) : 15

Semester: II

Paper No: XIII

Test (Date): \_\_\_\_\_

Tutorial (Date): \_\_\_\_\_

WEEKS	TOPICS TO BE COVERED
1	<b>Unit III Skewness –</b> Introduction, Meaning, Problems on Skewness & co-efficient of skewness
2	Problems on Skewness & co-efficient of skewness
3	Problems on Skewness & co-efficient of skewness MCQs
4	<b>Unit IV Correlation:</b> Meaning, Karl Pearson's co-efficient of correlation- numerical problems
5	Numerical problems
6	Numerical problems MCQs
7	<b>Unit IV Index Number</b> Meaning, Use, Laspeyer's method, Paasche's Method
8	Computation of Fisher's Ideal Index Number MCQs
9	<b>Unit I: Matrices</b> Meaning, definition of matrix, types of matrices
10	Addition and subtraction of matrix- Numerical problems
11	Multiplication of matrix: Numerical problems MCQs
12	<b>Unit II Logarithms</b> Introduction, Concept, Basic terms.
13	Rules for multiplication and Division
14	Numerical problems on logarithms MCQs
15	<b>Revision</b>

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Rev : 00

Teaching Plan  
Academic Year 2015-2016

Class : B.COM

Semester: II

Subject: ENTREPRENEURSHIP DEVELOPMENT-II

Paper No:

Periods per weeks: Th. 04 Pract. \_\_\_\_

Test (Date): \_\_\_\_\_

Weeks (Total) : 15

Tutorial (Date): \_\_\_\_\_

WEEKS	TOPICS TO BE COVERED
1	<b>Unit I:</b> Set-up a new Venture: Concept of Project, Project Report, Preparation of Project Report
2	Contents of Project report, Formats of Project Report Procedure of Registration with DIC or local bodies,
3	Procedure of formation of a private limited company <b>MCQ</b>
4	<b>Unit II:</b> Innovation in Entrepreneurship: IT Entrepreneurship
5	E-Commerce businesses, Rural Entrepreneurs
6	Service Sector opportunities for entrepreneurs <b>MCQ</b>
7	<b>Unit III:</b> Need of finance, Financial products, services available in markets, Role of Financial institutions in promoting entrepreneurship
8	<b>(Tutorial &amp; Test-I)</b> MSFC: Establishment, Objectives, Functions, Achievements DIC: Establishment, Objectives, Functions, Achievements
9	SIDBI: Establishment, Objectives, Functions, Achievements Nationalised Banks: Establishment, Objectives, Functions, Achievements
10	Co-operative Banks: Establishment, Objectives, Functions, Achievements <b>MCQ</b> <b>Unit IV:</b> Entrepreneurship in LPG Era : Concepts of liberalization & privatization
11	Concept of Globalisation, Impact of LPG on entrepreneurship in India. <b>MCQ</b>
12	<b>Unit V:</b> Profiles of successful entrepreneurs: - Barwale, - B.B. Thombare
13	Profiles of successful entrepreneurs: - Sunil Raithatta, - Ram Bhogale
14	Profiles of successful entrepreneurs: - K K Dhoot <b>MCQ</b>
15	<b>Revision</b>

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TEACHING PLAN  
ACADEMIC YEAR 2015-2016

Class : B.COM Semester: II  
Subject : FINANCIAL ACCOUNTING-II Paper no: XIV  
Periods per weeks: Th. 4 Pract. \_\_\_\_\_ Test (Date): \_\_\_\_\_  
Weeks (Total): 15 Tutorial (Date): \_\_\_\_\_

Week	Topic to be covered
1	<b>Unit I:</b> Introduction : Accounts of Non Trading concern, necessity of maintenance of accounts of non-trading concern, meaning of receipts and payment A/c
2	Items covered in receipts and payment A/c, Meaning of Income & Expenditure a/c, format of receipt and payment A/c and Income & Expenditure A/c
3	Difference between receipts and payment A/c and income and expenditure A/c, simple problems on Receipts & Payment & Income & Expenditure Account
4	Practice of Numerical problem <span style="float: right;">MCQ TEST</span>
5	<b>Unit II:</b> Introduction of Royalty, Forms of royalty, nature of royalty,
6	Various treatment of adjustments, journal entries of royalty, simple problems of royalty, problems with ledger accounts, problems with changing minimum rent,
7	Practice of problems <span style="float: right;">MCQ TEST &amp; TUTORIAL-I</span>
8	<b>Unit III:</b> Meaning and concept of branch Accounts, forms of branches, dependent branches, system of accounting, debtors system
9	simple problems, numerical problems on goods at selling price, bad debts, discounts returns from customers, Stock & Debtors System- Problems <span style="float: right;">MCQ TEST</span>
10	<b>Unit IV:</b> Introduction of Solicitor's Accounts, accounts maintained by the solicitors, cash book, petty cash book, client disbursement ledger, bills of costs book
11	Various adjustments related to Solicitor's Accounts, Simple numerical problems
12	Various numerical problems on Work-in-progress, opening and closing Work-in-progress and reserve for costs, articulated clerk's premium <span style="float: right;">MCQ TEST</span>
13	<b>Unit V:</b> Accounting Standards Meaning, Use, Importance, AS-1
14	Accounting Standards- AS-9 <span style="float: right;">MCQ TEST</span>
15	Revision

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Teaching Plan  
Academic Year 2015-2016

**Class : B.COM**  
**Subject: I.T APPLICATION IN BUSINESS-II**  
**Periods per weeks: Th. 4 Pract. \_\_\_\_\_**  
**Weeks(Total): 15**

**Semester: II**  
**Paper No: X**  
**Test (Date): \_\_\_\_\_**  
**Tutorial (Date): \_\_\_\_\_**

WEEKS	TOPICS TO BE COVERED
1	<b>Unit I:- Text Processing</b> Meaning and role of word processing, documents in MS word, features of MSWORD
2	Creation and saving of word document, searching, opening, closing and printing a document
3	Copying, moving and cutting text n word, cut, paste, moving text between documents, changing case, fonts, applying bold, underline and italic
4	Insertion of pictures, symbols and special characters, page setting, margin styles and settings, table creation in word document, columns and rows insertion, deletion,.
5	Formatting a document, formatting toolbar, table and border toolbar, border shading dialogue, bullet and numbering, mail merge procedure in word, using forms, labels and envelopes, use of help in word document <b>MCQ TEST</b>
6	<b>Unit II:- Electronic Spreadsheet</b> Structure of worksheet and its usage in commercial applications, creating worksheet and its usage in commercial applications, creating worksheet in MSEXCEL
7	Formatting and layout of worksheet, Excel Templates, working with range, rows, columns, total, sorting, formatting Toolbars, moving cell contents, alignment of worksheet text, border Colour, <b>TUTORIAL-I</b>
8	Handling workbook, working with formulas and functions – SUM, PRODUCT etc.,
9	Chart in Excel, Types, Graphs, , Titles, Analysis of Data in Excel, Exploring built in function of Excel, sharing data with other desktop applications. <b>MCQ TEST</b>
10	<b>Unit III:- Presentation in Business with Power Point; Creation of Slides, adding Object, Movies</b>
11	Sound, Animation, Styles of Presentation and linking procedures, Slides Colour Scheme, background, Custom Animation, Slide Transition, Slide Show. <b>MCQ TEST</b>
12	<b>PRACTICALS:</b> Familiarizing with Word, Creating WORD DOCUMENT, Creating Memorandum of Association of a Company Limited by Shares, Specimen of Certificate, Specimen of Notice and Agenda, Specimen of Pay-in Slip, Specimen of Cheque, Specimen of Cash Memo, Specimen of Invoice.
13	<b>WORKSHEETS</b> In Excel: Specimen of Final Accounts, Specimen of Result Register, Specimen of Cost Sheet, Specimen of Store Ledger, Specimen of Fees Register
14	Power Point presentation of slides showing subjects of B.Com and Courses offered in college.
15	REVISION

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**Unit I: Text Processing**

Meaning and role of word processing, documents in MS word, features of MSWORD, creation and saving of word document, searching, opening, closing and printing a document, copying, moving and cutting text in word, cut, paste, moving text between documents, changing case, fonts, applying bold, underline and italic, insertion of pictures, symbols and special characters, page setting, margin styles and settings, table creation in word document, columns and rows insertion, deletion, formatting a document, formatting toolbar, table and border toolbar, border shading dialogue, bullet and numbering, mail merge procedure in word, using forms, labels and envelopes, use of help in word document.

**Unit II: Electronic Spreadsheet**

Structure of worksheet and its usage in commercial applications, creating worksheet and its usage in commercial applications, creating worksheet in MSEXCEL, formatting and layout of worksheet, Excel Templates, working with range, rows, columns, total, sorting, formatting Toolbars, moving cell contents, alignment of worksheet text, border Colour, handling workbook, working with formulas and functions – SUM, PRODUCT, AVERAGE, COUNT, MAX, MIN, SQRT etc., Chart in Excel, Types, Graphs, Axes, Variable, Labels, Legends, Titles, Analysis of Data in Excel, Exploring built in function of Excel, sharing data with other desktop applications.

**Unit III:** Presentation in Business with Power Point; Creation of Slides, adding Object, Movies, Sound, Animation, Styles of Presentation and linking procedures, Slides Colour Scheme, background, Custom Animation, Slide Transition, Slide Show.

**Practical:**

Familiarizing with Word, Creating WORD DOCUMENT, Creating Memorandum of Association of a Company Limited by Shares, Specimen of Certificate, Specimen of Notice and Agenda, Specimen of Pay-in Slip, Specimen of Cheque, Specimen of Cash Memo, Specimen of Invoice. WORKSHEETS In Excel, Specimen of Final Accounts, Specimen of Result Register, Specimen of Cost Sheet, Specimen of Store Ledger, Specimen of Fees Register, Power Point presentation of slides showing subjects of B.Com and Courses offered in college.