

**NBGSM College**  
**Lesson Plan July 2019- Nov 2019**

<b>Name of Assistant Professor :</b>	<b>ANJU BHARDWAJ</b>
<b>Class :</b>	<b>B.COM (H)</b>
<b>Semester:</b>	<b>1ST</b>
<b>Subject:</b>	<b>INTRODUCTION TO ACCOUNTING</b>

	<b>Day</b>	<b>Date</b>	<b>Topic</b>
<b>1st Week</b>	1	16-Jul-19	Introduction & meaning of accounting
	2	17-Jul-19	NATURE and functions of accounting
	3	18-Jul-19	book keeping ,accounting and accountancy
	4	19-Jul-19	branches of accounting
	5	20-Jul-19	objective of accounting
	<b>Sunday</b>	21-Jul-19	
<b>2nd Week</b>	1	22-Jul-19	users of accounting
	2	23-Jul-19	advantage and limitations of accounting
	3	24-Jul-19	basic accounting terms
	4	25-Jul-19	diffrence between capital and revenue receipts
	5	26-Jul-19	diffrence between capital and revenue expenditure
	6	27-Jul-19	basis of accounting
	<b>Sunday</b>	28-Jul-19	
<b>3rd week</b>	1	29-Jul-19	accounting principles
	2	30-Jul-19	needs of accounting principles
	3	31-Jul-19	<b>Holiday</b>
	4	1-Aug-19	concepts of accounting principles
	5	2-Aug-19	d/f b/w concepts and conventions
	6	3-Aug-19	double entry system
	<b>Sunday</b>	4-Aug-19	silent features of AS(ICA)
<b>4th week</b>	1	5-Aug-19	ACCOUNTING PROCESS
	2	6-Aug-19	CLASSIFICATION of accounts
	3	7-Aug-19	recording of accounting transactions
	4	8-Aug-19	rules of journalizing
	5	9-Aug-19	practical problems
	6	10-Aug-19	practical problems
	<b>Sunday</b>	11-Aug-19	
<b>5th week</b>	1	12-Aug-19	<b>Holiday</b>
	2	13-Aug-19	introduction to ledger
	3	14-Aug-19	need and importance
	4	15-Aug-19	<b>Holiday</b>

	5	16-Aug-19	Rules of posting
	6	17-Aug-19	Practical problems
	<b>Sunday</b>	18-Aug-19	
<b>6th week</b>	1	19-Aug-19	Practical problems
	2	20-Aug-19	introduction to cash book
	3	21-Aug-19	Single column cash book
	4	22-Aug-19	double column cash book
	5	23-Aug-19	triple column cash book
	6	24-Aug-19	<b>Holiday</b>
	<b>Sunday</b>	25-Aug-19	
<b>7th week</b>	1	26-Aug-19	Practical problems
	2	27-Aug-19	Practical problems
	3	28-Aug-19	Subsidiary books
	4	29-Aug-19	purchase book and purchase journal
	5	30-Aug-19	Sales book
	6	31-Aug-19	B/R &B/P Book
	<b>Sunday</b>	1-Sep-19	
<b>8th week</b>	1	2-Sep-19	practical problems
	2	3-Sep-19	practical problems
	3	4-Sep-19	An introduction to Trail Balance
	4	5-Sep-19	Objectives & functions
	5	6-Sep-19	Preparation of Trail Balance
	6	7-Sep-19	Capital & Revenue expenditure
	<b>Sunday</b>	8-Sep-19	
<b>9th week</b>	1	9-Sep-19	Capital & revenue receipts
	2	10-Sep-19	Depreciation: meaning & features
	3	11-Sep-19	Causes of depreciation
	4	12-Sep-19	Factors affecting amount of depreciation
	5	13-Sep-19	Methods of depreciation
	6	14-Sep-19	Fixed installment method
	<b>Sunday</b>	15-Sep-19	
<b>10th week</b>	1	16-Sep-19	Practical problems
	2	17-Sep-19	Written down value method
	3	18-Sep-19	Practical method
	4	19-Sep-19	Annuity method
	5	20-Sep-19	Practical method
	6	21-Sep-19	Change of method
	<b>Sunday</b>	22-Sep-19	
<b>11th week</b>	1	23-Sep-19	<b>Holiday</b>
	2	24-Sep-19	Disposal of depreciable asset
	3	25-Sep-19	Salient features of AS-6

	4	26-Sep-19	Introduction to Self & Sectional Balancing system
	5	27-Sep-19	Total debtors account
	6	28-Sep-19	Total creditors account
	<b>Sunday</b>	29-Sep-19	
<b>12th week</b>	1	30-Sep-19	Practical problems
	2	1-Oct-19	Self- balancing system
	3	2-Oct-19	<b>Holiday</b>
	4	3-Oct-19	D/f between self & sectional balancing
	5	4-Oct-19	Final accounts of a trading concern
	6	5-Oct-19	Preparation of trading and profit and loss account
	<b>Sunday</b>	6-Oct-19	
<b>13th week</b>	1	7-Oct-19	Preparation of balance sheet
	2	8-Oct-19	<b>Holiday</b>
	3	9-Oct-19	Introduction of adjustment in final account
	4	10-Oct-19	Practical problems
	5	11-Oct-19	Practical problems
	6	12-Oct-19	Practical problems
	<b>Sunday</b>	13-Oct-19	
<b>14th week</b>	1	14-Oct-19	Practical problems
	2	15-Oct-19	Not-for profit organizing
	3	16-Oct-19	Final accounts of N.P.O
	4	17-Oct-19	<b>Holiday</b>
	5	18-Oct-19	Preparation of Receipts and payment account
	6	19-Oct-19	Preparation of income & expenditure account
	<b>Sunday</b>	20-Oct-19	
<b>15th week</b>	1	21-Oct-19	Practical problems
	2	22-Oct-19	Practical problems
	3	23-Oct-19	Practical problems
	4	24-Oct-19	<b>DIWALI BREAK</b>
	5	25-Oct-19	<b>DIWALI BREAK</b>
	6	26-Oct-19	<b>DIWALI BREAK</b>
	<b>Sunday</b>	27-Oct-19	<b>Holiday</b>
<b>16th week</b>	1	28-Oct-19	<b>DIWALI BREAK</b>
	2	29-Oct-19	<b>DIWALI BREAK</b>
	3	30-Oct-19	<b>DIWALI BREAK</b>
	4	31-Oct-19	Practical problems
	5	1-Nov-19	<b>Holiday</b>
	6	2-Nov-19	Accounting of errors
	<b>Sunday</b>	3-Nov-19	
<b>17th week</b>	1	4-Nov-19	Types of errors
	2	5-Nov-19	Rectification of one sided errors

	3	6-Nov-19	Rectification of two-sided errors
	4	7-Nov-19	Practical problems
	5	8-Nov-19	Practical problems
	6	9-Nov-19	Practical problems
	<b>Sunday</b>	10-Nov-19	
<b>18th week</b>	1	11-Nov-19	Practical problems
	2	12-Nov-19	Practical problems
	3	13-Nov-19	class test
	4	14-Nov-19	assignment
	5	15-Nov-19	class test
	6	16-Nov-19	assignment
	<b>Sunday</b>	17-Nov-19	
<b>Name of Assistant Professor :</b>	<b>Anju Bhardwaj</b>		
<b>Class :</b>	<b>B.Com (H)</b>		
<b>Semester:</b>	<b>3rd</b>		
<b>Subject:</b>	<b>Principles of Marketing</b>		
	<b>Day</b>	<b>Date</b>	<b>Topic</b>
<b>1st Week</b>	1	16-Jul-19	An introduction to marketing
	2	17-Jul-19	meaning and nature of marketing
	3	18-Jul-19	scope of marketing
	4	19-Jul-19	financial and managerial activities
	5	20-Jul-19	importance of marketing
	<b>Sunday</b>	21-Jul-19	
<b>2nd Week</b>	1	22-Jul-19	functions of marketing
	2	23-Jul-19	major problems of marketing in India
	3	24-Jul-19	concept of marketing
	4	25-Jul-19	significance of new concept of marketing
	5	26-Jul-19	difference between old and new concept of marketing
	6	27-Jul-19	notes and assignments
	<b>Sunday</b>	28-Jul-19	
<b>3rd week</b>	1	29-Jul-19	consumer behaviour
	2	30-Jul-19	nature and scope of consumer behaviour
	3	31-Jul-19	<b>Holiday</b>
	4	1-Aug-19	types of consumers
	5	2-Aug-19	determinants of consumer behaviour
	6	3-Aug-19	significance of study of consumer behaviour
	<b>Sunday</b>	4-Aug-19	

<b>4th week</b>	1	5-Aug-19	economical, sociological, psychological and personal determinants
	2	6-Aug-19	behaviour of indian consumers
	3	7-Aug-19	problems in understanding consumer behaviour
	4	8-Aug-19	effect of change in consumer behaviour on market
	5	9-Aug-19	market segmentation - meaning and definitions
	6	10-Aug-19	reason of development of market segmentation
	<b>Sunday</b>	11-Aug-19	
<b>5th week</b>	1	12-Aug-19	<b>Holiday</b>
	2	13-Aug-19	concepts and objectives of market segmentation
	3	14-Aug-19	requirement and methods of effective market segmentation
	4	15-Aug-19	<b>Holiday</b>
	5	16-Aug-19	selection of marketing strategy
	6	17-Aug-19	continue..
	<b>Sunday</b>	18-Aug-19	
<b>6th week</b>	1	19-Aug-19	advantages and importance of market segmentation
	2	20-Aug-19	product differentiation and market segmentation
	3	21-Aug-19	continue...
	4	22-Aug-19	class test
	5	23-Aug-19	assignment of above topic
	6	24-Aug-19	<b>Holiday</b>
	<b>Sunday</b>	25-Aug-19	
<b>7th week</b>	1	26-Aug-19	product concepts and meaning
	2	27-Aug-19	product planning and development
	3	28-Aug-19	objectives, importance and components of product planning
	4	29-Aug-19	continue...
	5	30-Aug-19	continue...
	6	31-Aug-19	continue...
	<b>Sunday</b>	1-Sep-19	
<b>8th week</b>	1	2-Sep-19	meaning, definition of product development
	2	3-Sep-19	principles and importance of product development
	3	4-Sep-19	continue...
	4	5-Sep-19	continue...
	5	6-Sep-19	scope of product planning and development
	6	7-Sep-19	product planning and development in India
	<b>Sunday</b>	8-Sep-19	
<b>9th week</b>	1	9-Sep-19	discuss case study
	2	10-Sep-19	class presentation
	3	11-Sep-19	branding concepts and meaning
	4	12-Sep-19	advantages and importance of branding

	5	13-Sep-19	types of brands
	6	14-Sep-19	brand policy and strategy
	<b>Sunday</b>	15-Sep-19	
<b>10th week</b>	1	16-Sep-19	brand testing
	2	17-Sep-19	important factors related to brands
	3	18-Sep-19	product life cycle
	4	19-Sep-19	continue...
	5	20-Sep-19	continue...
	6	21-Sep-19	pricing and distribution channel
	<b>Sunday</b>	22-Sep-19	
<b>11th week</b>	1	23-Sep-19	<b>Holiday</b>
	2	24-Sep-19	meaning and importance of pricing
	3	25-Sep-19	methods of pricing
	4	26-Sep-19	new product pricing policies and strategies
	5	27-Sep-19	continue..
	6	28-Sep-19	factors affecting pricing strategy
	<b>Sunday</b>	29-Sep-19	
<b>12th week</b>	1	30-Sep-19	continue...
	2	1-Oct-19	continue...
	3	2-Oct-19	<b>Holiday</b>
	4	3-Oct-19	introduction of distribution channel
	5	4-Oct-19	importance and objective of distribution channel
	6	5-Oct-19	principles of distribution channel
	<b>Sunday</b>	6-Oct-19	
<b>13th week</b>	1	7-Oct-19	factors affecting distribution channel
	2	8-Oct-19	<b>Holiday</b>
	3	9-Oct-19	continue..
	4	10-Oct-19	continue..
	5	11-Oct-19	class test
	6	12-Oct-19	promotion ,meaning and nature
	<b>Sunday</b>	13-Oct-19	
<b>14th week</b>	1	14-Oct-19	sales promotion
	2	15-Oct-19	meaning and objective
	3	16-Oct-19	importance and methods of sales promotion
	4	17-Oct-19	<b>Holiday</b>
	5	18-Oct-19	continue..
	6	19-Oct-19	continue..
	<b>Sunday</b>	20-Oct-19	
<b>15th week</b>	1	21-Oct-19	consumer and dealer sales promotion
	2	22-Oct-19	other important aspects of sales promotion
	3	23-Oct-19	continue..

	4	24-Oct-19	<b>DIWALI BREAK</b>
	5	25-Oct-19	<b>DIWALI BREAK</b>
	6	26-Oct-19	<b>DIWALI BREAK</b>
	<b>Sunday</b>	27-Oct-19	
<b>16th week</b>	1	28-Oct-19	<b>DIWALI BREAK</b>
	2	29-Oct-19	<b>DIWALI BREAK</b>
	3	30-Oct-19	<b>DIWALI BREAK</b>
	4	31-Oct-19	sales force and sales promotion
	5	1-Nov-19	<b>Holiday</b>
	6	2-Nov-19	group discussion
	<b>Sunday</b>	3-Nov-19	
<b>17th week</b>	1	4-Nov-19	classroom discussion on sales promotion techniques
	2	5-Nov-19	presentation of students on sales promotion
	3	6-Nov-19	publicity and public relation
	4	7-Nov-19	continue..
	5	8-Nov-19	advertising concepts and importance
	6	9-Nov-19	salient features of an effective advertising
	<b>Sunday</b>	10-Nov-19	
<b>18th week</b>	1	11-Nov-19	objective and advantage of advertising to the middle man
	2	12-Nov-19	economical,social and ethical objective
	3	13-Nov-19	continue..
	4	14-Nov-19	continue..
	5	15-Nov-19	types of advertising media
	6	16-Nov-19	press advertising ,outdoor,mail,promotional techniques
	<b>Sunday</b>	17-Nov-19	

<b>Name of Assistant Professor :</b>	<b>ANJU BHARDWAJ</b>
<b>Class :</b>	<b>M.Com</b>
<b>Semester:</b>	<b>1st</b>
<b>Subject:</b>	<b>PRINCIPLES OF MANAGEMENT</b>

	<b>Day</b>	<b>Date</b>	<b>Topic</b>
<b>1st Week</b>	1	16-Jul-19	<b>ADMISSIONS</b>
	2	17-Jul-19	
	3	18-Jul-19	

	4	19-Jul-19	
	5	20-Jul-19	
	<b>Sunday</b>	21-Jul-19	
<b>2nd Week</b>	1	22-Jul-19	Introduction & definition of management
	2	23-Jul-19	Nature of management
	3	24-Jul-19	Purpose & objectives of management
	4	25-Jul-19	Scope or branches of management
	5	26-Jul-19	Functions of management
	6	27-Jul-19	Role of management
	<b>Sunday</b>	28-Jul-19	
<b>3rd week</b>	1	29-Jul-19	Qualities of a manager
	2	30-Jul-19	Managerial levels
	3	31-Jul-19	<b>Holiday</b>
	4	1-Aug-19	Development of Management thought
	5	2-Aug-19	Classical theory of management
	6	3-Aug-19	Scientific management
	<b>Sunday</b>	4-Aug-19	
<b>4th week</b>	1	5-Aug-19	Administrative management
	2	6-Aug-19	Comparative study of Taylor & Fayol
	3	7-Aug-19	Comparative study of Taylor & Fayol
	4	8-Aug-19	Neo-classical theory of management
	5	9-Aug-19	Contribution to management thought
	6	10-Aug-19	Modern management techniques
	<b>Sunday</b>	11-Aug-19	
<b>5th week</b>	1	12-Aug-19	<b>Holiday</b>
	2	13-Aug-19	Introduction of Planning
	3	14-Aug-19	Nature & Characteristics of Planning
	4	15-Aug-19	<b>Holiday</b>
	5	16-Aug-19	Relationship b/w planning & controlling
	6	17-Aug-19	Types of plans
	<b>Sunday</b>	18-Aug-19	
<b>6th week</b>	1	19-Aug-19	Introduction & features of M.B.O
	2	20-Aug-19	Benefits & weaknesses of M.B.O
	3	21-Aug-19	Characteristics of a sound policy
	4	22-Aug-19	Types of policies
	5	23-Aug-19	Introduction of Organizing
	6	24-Aug-19	<b>Holiday</b>
	<b>Sunday</b>	25-Aug-19	
<b>7th week</b>	1	26-Aug-19	Nature of Business organization
	2	27-Aug-19	Formal & informal organization
	3	28-Aug-19	Principles & importance of Organization



	4	29-Aug-19	Organization theory
	5	30-Aug-19	Designing organization structure
	6	31-Aug-19	Types of organizational charts
	<b>Sunday</b>	1-Sep-19	
<b>8th week</b>	1	2-Sep-19	Types of organizational charts
	2	3-Sep-19	Traditional organization structure
	3	4-Sep-19	Advantages of Line & staff organization
	4	5-Sep-19	Committee Organization
	5	6-Sep-19	Modern organizational design
	6	7-Sep-19	Determinants of organizational structure
	<b>Sunday</b>	8-Sep-19	
<b>9th week</b>	1	9-Sep-19	Meaning, features of Departmentation
	2	10-Sep-19	Span of management
	3	11-Sep-19	Introduction of Authority & Responsibility
	4	12-Sep-19	D/f between authority & responsibility
	5	13-Sep-19	Principles & features of delegation
	6	14-Sep-19	Types of delegation
	<b>Sunday</b>	15-Sep-19	
<b>10th week</b>	1	16-Sep-19	Difficulties involved in delegation
	2	17-Sep-19	Advantages & disadvantages of centralization
	3	18-Sep-19	Introduction of Decentralization
	4	19-Sep-19	Introduction of staffing
	5	20-Sep-19	Nature of staffing
	6	21-Sep-19	Process of staffing
	<b>Sunday</b>	22-Sep-19	
<b>11th week</b>	1	23-Sep-19	<b>Holiday</b>
	2	24-Sep-19	Area of Human resource management
	3	25-Sep-19	Functions of human resource management
	4	26-Sep-19	Human resource planning
	5	27-Sep-19	Steps in human resource planning
	6	28-Sep-19	Nature & scope of directing
	<b>Sunday</b>	29-Sep-19	
<b>12th week</b>	1	30-Sep-19	Principles of effective direction
	2	1-Oct-19	Techniques of directing
	3	2-Oct-19	<b>Holiday</b>
	4	3-Oct-19	Introduction & meaning of Control
	5	4-Oct-19	Pre-requisites of control system
	6	5-Oct-19	Steps in controlling process
	<b>Sunday</b>	6-Oct-19	
<b>13th week</b>	1	7-Oct-19	Techniques & importance of controlling
	2	8-Oct-19	<b>Holiday</b>

	3	9-Oct-19	Limitations of controlling
	4	10-Oct-19	Introduction & meaning of Motivation
	5	11-Oct-19	Nature & importance of motivation
	6	12-Oct-19	Techniques to boost motivation
	<b>Sunday</b>	13-Oct-19	
<b>14th week</b>	1	14-Oct-19	Theories of motivation
	2	15-Oct-19	Theories of motivation
	3	16-Oct-19	Motivation techniques
	4	17-Oct-19	<b>Holiday</b>
	5	18-Oct-19	M.B.O
	6	19-Oct-19	Job satisfaction
	<b>Sunday</b>	20-Oct-19	
<b>15th week</b>	1	21-Oct-19	Job enrichment
	2	22-Oct-19	Job enlargement
	3	23-Oct-19	D/f between Job enrichment & enlargement
	4	24-Oct-19	DIWALI VACATIOANS
	5	25-Oct-19	DIWALI VACATIOANS
	6	26-Oct-19	DIWALI VACATIOANS
	<b>Sunday</b>	27-Oct-19	DIWALI VACATIOANS
<b>16th week</b>	1	28-Oct-19	DIWALI VACATIOANS
	2	29-Oct-19	DIWALI VACATIOANS
	3	30-Oct-19	DIWALI VACATIOANS
	4	31-Oct-19	Introduction & meaning of Leadership
	5	1-Nov-19	<b>Holiday</b>
	6	2-Nov-19	Nature & characteristics of Leadership
	<b>Sunday</b>	3-Nov-19	
<b>17th week</b>	1	4-Nov-19	Leadership styles
	2	5-Nov-19	Managerial grid
	3	6-Nov-19	Theories of leadership
	4	7-Nov-19	Introduction & meaning of Communication
	5	8-Nov-19	Nature & process of communication
	6	9-Nov-19	Types of communication
	<b>Sunday</b>	10-Nov-19	
<b>18th week</b>	1	11-Nov-19	Principles of communication
	2	12-Nov-19	Barriers to communication
	3	13-Nov-19	Introduction & meaning of Transactional analysis
	4	14-Nov-19	Principles of change in awareness
	5	15-Nov-19	Analysis of ego states
	6	16-Nov-19	Analysis of Transactions
	<b>Sunday</b>	17-Nov-19	
		18-Nov-19	Script analysis
		19-Nov-19	Benefits & utility of T.A

		20-Nov-19	Class Test
		21-Nov-19	Class Test
		22-Nov-19	Class Test

<b>Name of Assistant Professor :</b>	<b>Ms Anju Bhardwaj</b>
<b>Class :</b>	<b>B.Com (H)</b>
<b>Semester:</b>	<b>5th</b>
<b>Subject:</b>	<b>Financial Management</b>

	<b>Day</b>	<b>Date</b>	<b>Topic</b>
<b>1st Week</b>	1	16-Jul-19	Introduction of financial management
	2	17-Jul-19	Meaning and definition of FM
	3	18-Jul-19	Goals of FM
	4	19-Jul-19	Explanation of finance function
	5	20-Jul-19	Revision
	<b>Sunday</b>	21-Jul-19	
<b>2nd Week</b>	1	22-Jul-19	Activity
	2	23-Jul-19	Interface between finance and other business functions
	3	24-Jul-19	Introduction of financial planning
	4	25-Jul-19	Objectives of financial planning
	5	26-Jul-19	Benefits of Financial planning
	6	27-Jul-19	Guidelines of financial planning
	<b>Sunday</b>	28-Jul-19	
<b>3rd week</b>	1	29-Jul-19	Activity
	2	30-Jul-19	Steps in Financial planning
	3	31-Jul-19	<b>Holiday</b>
	4	1-Aug-19	Factors affecting FP
	5	2-Aug-19	Estimation of financial requirements of a firm
	6	3-Aug-19	Explanation of capitalization
	<b>Sunday</b>	4-Aug-19	
<b>4th week</b>	1	5-Aug-19	Over Capitalization
	2	6-Aug-19	Explanation of reasons & solutions
	3	7-Aug-19	Under Capitalization
	4	8-Aug-19	continued...
	5	9-Aug-19	Cost of Capital: Introduction and Meaning
	6	10-Aug-19	Explanation of cost of debts
	<b>Sunday</b>	11-Aug-19	
<b>5th week</b>	1	12-Aug-19	<b>Holiday</b>
	2	13-Aug-19	Explanation of cost of equity
	3	14-Aug-19	Explanation of weighted average cost of capital
	4	15-Aug-19	<b>Holiday</b>

	5	16-Aug-19	Leverage: Introduction
	6	17-Aug-19	Explanation of operating leverage
	<b>Sunday</b>	18-Aug-19	
<b>6th week</b>	1	19-Aug-19	Application of operating leverage
	2	20-Aug-19	Explanation of financial Leverage
	3	21-Aug-19	Explanation of combined Leverage
	4	22-Aug-19	Practical problems
	5	23-Aug-19	Capital structure: Introduction
	6	24-Aug-19	<b>Holiday</b>
	<b>Sunday</b>	25-Aug-19	
<b>7th week</b>	1	26-Aug-19	Features of ideal Capital structure
	2	27-Aug-19	Factors affecting capital structure
	3	28-Aug-19	Theories of capital structure
	4	29-Aug-19	Explanation of N. I and NOI approach
	5	30-Aug-19	Optimum Capital Structure
	6	31-Aug-19	Explanation of MM approach
	<b>Sunday</b>	1-Sep-19	
<b>8th week</b>	1	2-Sep-19	Activity
	2	3-Sep-19	Introduction Dividend decision
	3	4-Sep-19	Traditional approach of dividend decision
	4	5-Sep-19	Explanation of residual approach
	5	6-Sep-19	Explanation of M.M model
	6	7-Sep-19	Practical problems on M.M model
	<b>Sunday</b>	8-Sep-19	
<b>9th week</b>	1	9-Sep-19	Explanation of Gordon model
	2	10-Sep-19	Explanation of Walter model
	3	11-Sep-19	Forms and stability of dividend
	4	12-Sep-19	Practical problems
	5	13-Sep-19	Revision
	6	14-Sep-19	Revision
	<b>Sunday</b>	15-Sep-19	
<b>10th week</b>	1	16-Sep-19	Working capital management
	2	17-Sep-19	Types of working capital
	3	18-Sep-19	Factors affecting working capital
	4	19-Sep-19	methods of determining working capital
	5	20-Sep-19	needs of working capital
	6	21-Sep-19	Practical problems on working capital
	<b>Sunday</b>	22-Sep-19	
<b>11th week</b>	1	23-Sep-19	<b>Holiday</b>
	2	24-Sep-19	continued..
	3	25-Sep-19	continued..

	4	26-Sep-19	continued..
	5	27-Sep-19	Approaches of working capital management
	6	28-Sep-19	Class assignment
	<b>Sunday</b>	29-Sep-19	
<b>12th week</b>	1	30-Sep-19	Introduction of Cash management
	2	1-Oct-19	Principles of cash Management
	3	2-Oct-19	<b>Holiday</b>
	4	3-Oct-19	Over & under Estimation of cash
	5	4-Oct-19	Methods of estimation of cash
	6	5-Oct-19	Methods of management of cash
	<b>Sunday</b>	6-Oct-19	
<b>13th week</b>	1	7-Oct-19	Class assignment
	2	8-Oct-19	<b>Holiday</b>
	3	9-Oct-19	Introduction of receivable management
	4	10-Oct-19	Objectives of receivable management
	5	11-Oct-19	Trade off Receivables
	6	12-Oct-19	Factors affecting Receivables management
	<b>Sunday</b>	13-Oct-19	
<b>14th week</b>	1	14-Oct-19	Techniques of Receivable Management
	2	15-Oct-19	continued..
	3	16-Oct-19	continued..
	4	17-Oct-19	<b>Holiday</b>
	5	18-Oct-19	Practical problems
	6	19-Oct-19	Practical problems
	<b>Sunday</b>	20-Oct-19	
<b>15th week</b>	1	21-Oct-19	Introduction of Inventory Management
	2	22-Oct-19	Objective of Inventory Management
	3	23-Oct-19	Factors affecting Inventory management
	4	24-Oct-19	Diwali Break
	5	25-Oct-19	Diwali Break
	6	26-Oct-19	Diwali Break
	<b>Sunday</b>	27-Oct-19	Diwali Break
<b>16th week</b>	1	28-Oct-19	Diwali Break
	2	29-Oct-19	Diwali Break
	3	30-Oct-19	Diwali Break
	4	31-Oct-19	Continued..
	5	1-Nov-19	<b>Holiday</b>
	6	2-Nov-19	continued..
	<b>Sunday</b>	3-Nov-19	
<b>17th week</b>	1	4-Nov-19	Techniques of Inventory management
	2	5-Nov-19	continued..

	3	6-Nov-19	continued..
	4	7-Nov-19	continued..
	5	8-Nov-19	Practical problems
	6	9-Nov-19	Practical problems
	<b>Sunday</b>	10-Nov-19	
<b>18th week</b>	1	11-Nov-19	Practical problems
	2	12-Nov-19	Class assignments
	3	13-Nov-19	Class Test
	4	14-Nov-19	Class Test
	5	15-Nov-19	Class Test
	6	16-Nov-19	Test Discussion
	<b>Sunday</b>	17-Nov-19	