

GOVERNMENT COLLEGE FOR WOMEN SALAHERI NUH

Weekly Teaching Plan (July to November 2023) ODD SEMESTER

Teacher: - Maninder Singh

Class B.com 2nd Year

Subject: Corporate Accounting-I

Month	1st week	2nd week	3rd week	4th week
July	-	-	-	Admissions
August	Admissions	Share Capital: Meaning, types	Accounting Treatment of issue,	forfeiture and reissue of shares
September	Buy-back of equity shares	Sweat shares, Issue of Bonus Share.	Redemption of preference share	Debenture: Meaning, Types.
October	Issue of Debentures and Redemption	Valuation of Goodwill	Illustrations	Valuation of Shares
November	Profit or loss before and after incorporation	Final accounts of companies	Revision	Revision

Department of Commerce

Principal

GCW Salaheri (NUH)

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GOVERNMENT COLLEGE FOR WOMEN SALAHERI NUH

Weekly Teaching Plan (July to November 2023) ODD SEMESTER

Teacher: - Maninder Singh

Class- B.com Ist Year

Subject: Business Communication Skills

Month	1st week	2nd week	3rd week	4th week
July	-	-	-	Admission
August	Admissions	Introduction: Basics of communication,	Seven C's of effective communication	Barriers to communication,
September	ethical context of communication.	Business Communication at workplace: Letter writing, layout and process.	Parts of Business Letter, and Email communication	Bad news Letter, persuasive written communication,
October	Memos, Notice, Agenda and Minutes of meeting.	Report Writing: Types of business reports, s	Structure of Report Writing	Short reports, long reports, abstracts and summaries, proposals.
November	Communication Skills: Reading skills, listening skill.	Note making, Persuasive speaking. Body language	Revision	Revision

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Weekly Teaching Plan (July to November 2023) ODD SEMESTER

Teacher: - Maninder Singh

Class- B.com 2nd Year

Subject: Business Regulatory Framework-I

Month	1st week	2nd week	3rd week	4th week
July	-	-		Admission
August	Admissions	Indian Contract Act: - Valid contract and its elements.	Proposal, Acceptance and Revocation.	Contractual Capacity of Parties
September	Free consent of parties	Lawful Consideration and object.	Agreements Expressly Declared as Void. Legal Formalities- Written And Registered.	Contingent Contracts and Performance of Contracts.
October	Discharge or Termination of Contracts and Implied or Quasi or Constructive Contracts.	Consequences of Breach of Contracts	Contracts of Indemnity and Guarantee.	Contracts of Bailment and Pledge; Difference between Pledge and Bailment
November	Consumer protection Act 1986: - Elements/ Salient features CPA, Consumer Exploitation, Rights of consumers and its needs or importance.	Consumer Protection councils and Consumer disputes Redressal machinery.	Revision	Revision

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GOVERNMENT COLLEGE FOR WOMEN SALAHERI NUH

Weekly Teaching Plan (July to November 2023) ODD SEMESTER

Teacher: - Maninder Singh

Class- B.com 3rd Year

Subject: Accounting for Management

Month	1st week	2nd week	3rd week	4th week
July	-	-	-	Admissions
August	Admissions	Nature and Scope of Management Accounting: Introduction & Meaning	Functions, Scope of Management Accounting	The Management Accountant, Controller, Treasurer, and Management Accounting Principles
September	Differences between Management Accounting v/s Financial Accounting vs. Cost Accounting,	Utility, Limitations and Tools of Management Accounting.	Meaning and types of Financial Statements, Analysis and Interpretation of Financial Statements	Types of Financial Analysis, steps involved in financial analysis, Techniques of Financial Analysis
October	Ratio Analysis : meaning of ratios, classification of ratios, profitability ratios	Balance sheet ratios and turnover ratios, advantages and limitations of ratio analysis.	Illustrations of Ratio Analysis	Cash Flow Statement : Meaning, objectives, limitations and accounting procedure
November	Capital Budgeting: Meaning, nature, Need, importance, appraisal methods	Financial planning, Capital Rationing.	Revision	Revision

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