

TEACHING PLAN -DEPARTMENT OF 2021-2022

CLASS : B.Com

YEAR: B.Com 3rd year

SESSION:2021-22

NAME OF THE PAPER: Money Banking and Foreign Exchange

MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Meaning, Nature and functions of Money, Quantity Theory of Money	3	
	2	- Classical, Keynesian, Monetarists; Theories of Money	3	
	3	Components of Monetary Supply	3	
	4	Measures of Money Supply	3	
SEPTEMBER	1	Determinants of Money Supply, Money Multiplier.	3	
	2	Concept of Monetary Policy	3	
	3	Instrument of Monetary Policy	3	
	4	Effectiveness of Monetary Policy in Recession	3	
OCTOBER	1	Effectiveness of Monetary Policy in Inflation	3	
	2	Objectives of Monetary Policy	3	
	3	Monetary Policy & Economic Growth	3	
	4	Monetary Policies of the Reserve Bank of India.	3	
NOVEMBER	1	Theories of Banking Commercial and	3	
	2	Functions, Credit Creation	3	
	3	Credit Control	3	
	4	Daring and Non-Banking Financial Intermediaries in India	3	
DECEMBER	1	RBI - Functions	3	
	2	Monetary Policy - Methods	3	
	3	Recent Changes in India	3	
	4	International Monetary policy	3	
JANUARY	1	Transmission mechanism		
	2	Central Banking Systems	3	
	3	Exchange Banking	3	
	4	Co-operative Banking	3	
FEBRUARY	1	Merchant Banking	3	
	2	Digital Banking	3	
	3	Mechanism of International payments, BOP	3	
	4	Determination of rate of exchange	3	
MARCH	1	Fluctuation of rate of Exchange	3	
	2	Exchange Control	3	
	3	FEMA	3	
	4	FERA	3	
APRIL	1	Objective of Exchange Control	3	
	2	Methods of Exchange Control	3	
	3	Revision Classes	3	

	4	Revision Classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 3rd		SESSION:2021-22
NAME OF PAPER : ADVERTISING & SALES MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Meaning and Role of Integrated Marketing Communications (IMC) in Marketing Process	3	
	2	One Voice Communication vs. IMC	3	
	3	Introduction to IMC Tools: Advertising, Sales Promotion, Public Relations, Direct Marketing	3	
	4	Role of Advertising Agencies and Other Marketing Organizations	3	
FEBRUARY	1	Perspectives on Consumer Behaviour	3	
	2	Source, Message, Channel Factors	3	
	3	Communication Response Hierarchy: AIDA Model, Hierarchy of Effect Model, Innovation Adoption Model	3	
	4	Information Processing Model, Standard Learning Hierarchy, Attribution Hierarchy, Low Involvement Hierarchy	3	
MARCH	1	Establishing Marcom Objectives and Budgeting for Promotional Programs	3	
	2	Setting Communication Objectives, Sales as Marcom Objective	3	
	3	DAGMAR Approach for Setting Advertising Objectives	3	
	4	Planning and Development of Creative Marcom: Creative Strategies in Advertising	3	
APRIL	1	Sales Promotion, Publicity, Event Sponsorships	3	
	2	Creative Strategy in Implementation and Evaluation of Marcom: Types of Appeals and Execution Styles	3	

	3	Media Planning and Selection Decisions: Steps Involved and Information Needed	3	
	4	Measuring the Effectiveness of All Promotional Tools and IMC	3	
MAY	1	Application of IMC Concepts in Real-Life Scenarios	3	
	2	Case Studies and Practical Exercises	3	
	3	Comprehensive Review of Topics Covered	3	
	4	Final Discussions and Analysis	3	
SIGN OF TEACHER	SIGN OF HOD		PRINCIPAL	

TEACHING PLAN -DEPARTMENT OF 2020-2021

CLASS : B.Com

YEAR: B.Com 2ND year

SESSION:2020-21

NAME OF THE PAPER: COST ACCOUNTING

MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Cost: Meaning, Concept and Classification	3	
	2	Elements of Cost, Nature & Importance	2	
	3	Material Costing	4	
	4	Techniques of Costing (with emphasis on Uniform Costing)	3	
SEPTEMBER	1	Unit Costing, Preparation of Cost Sheet	3	
	2	Statement of Cost	3	
	3	(Including calculation of tender price) Overhead costing	4	
	4	calculation of machine hour rate	3	
OCTOBER	1	Contract and Job costing, operating costing.	3	
	2	Process Costing (Including Inter process profit and Reserve).	3	
	3	Reconciliation of Cost and Financial Accounts.	3	
	4	Marginal Costing- Profit – Volume Ratio, Break – Even Point	3	
NOVEMBER	1	Margin of Safety	2	
	2	Application of Break-even Analysis	3	
	3	Computation of quotation price	2	
	4	Contract costing	3	
DECEMBER	1	Calculation of profit on complete and incomplete contract	2	
	2	Work in progress	3	
	3	Balance sheet of contracting firm	4	
	4	Operating costing	3	
JANUARY	1			
	2			
	3	Allocation of indirect expense	3	
	4	Overhead expenses	4	
FEBRUARY	1	Treatment of wastages	3	
	2	Apportionment of joint expenses	3	
	3	Accounting for joint products	3	
	4	Accounting for waste and scrap	3	
MARCH	1	Process costing abnormal loss and profits treatment	3	
	2	Cost centre	3	
	3	Cost unit	2	
	4	Installation of good cost accounting system	3	
APRIL	1	Cost Audit – Meaning	2	
	2	Cost Audit	3	

	3	Importance and techniques	3	
	4	Revision classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 2nd		SESSION:2020-21
NAME OF PAPER : Organizational Behaviour				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Management and Organizational Behaviour, Theories of Management	3	
	2	Major Behavioural Science that contribute to Organizational Behaviour-Psychology, Sociology, Socio-Psychology	3	
	3	Anthropology, Organizational structure	3	
	4	Dynamics of People and Organization, Models of Organizational Behaviour, Hawthorne studies, Challenges and opportunities in Organizational Behaviour	3	
FEBRUARY	1	Group Dynamics: Definition and meaning, Importance	3	
	2	Types of Group Formation	3	
	3	Functions of Groups	3	
	4	Type of Team and Problem Solving Team	3	
MARCH	1	Types of Change , The Change process	3	
	2	Objectives and Goals of Organizational Change	3	
	3	Resistance to Change, organization Resistance	3	
	4	Overcoming Resistance to Change	3	
APRIL	1	Organizational Conflicts:- Meaning and Definition of Conflicts	3	

	2	Reasons and types of Conflicts	3	
	3	Traditional and Modern Approaches of Conflicts	3	
	4	Functional and Dysfunctional Organization Conflicts	3	
MAY	1	Team Development , Concepts	3	
	2	Need and Feature of organizational Development	3	
	3	Process of organizational Development	3	
	4	Revision Classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 1ST		SESSION:2020-2021
NAME OF PAPER : BUSINESS MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Emergence of management	3	
	2	Nature and significance	3	
	3	Process of Management ,Levels of Management	3	
	4	Functional areas of management ,Social Responsibility of Business	3	
SEPTEMBER	1	Meaning and definition of planning, Features and Importance of planning	3	
	2	Types and Process of planning , Elements of planning-Mission, Objectives, Strategies and Policies	3	
	3	Meaning and Definition of Motivation	3	
	4	Need of Motivation ,Types of Motivation-Positive Motivation and Negative Motivation	3	
OCTOBER	1	Financial and Non-financial Incentives and Need Hierarch	3	
	2	Need Hierarchy Theory of Motivation, Theory 'X' and Theory 'Y' of Motivation	3	
	3	VroomExpectancy theory , leadership, principles,	3	
	4	Leadership styles, Theories of Leadership	3	
NOVEMBER	1	Interpersonal and Organizational communication, Concepts of two way communication, process, barriers	3	
	2	Types of organizational Communication	3	
	3	Improving Communication	3	
	4	Group Dynamics, team Development and Organizational Development	3	
DECEMBER	1	Types of Group Formation and Team Development and Organisational Development	3	

	2	Concept, Need and Features of Organizational Development	3	
	3	Process of Organizational development	3	
	4	Revision Classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : B.COM		SEMESTER: 3RD		SESSION:2023-2024
NAME OF PAPER :COST ACCOUNTING				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Cost: Meaning, Concept and Classification	3	
	2	Elements of Cost, Nature & Importance	3	
	3	Material Costing	3	
	4	Techniques of Costing (with emphasis on Uniform Costing)	3	
SEPTEMBER	1	Unit Costing, Preparation of Cost Sheet	3	
	2	Statement of Cost	3	
	3	(Including calculation of tender price) Overhead costing	3	
	4	calculation of machine hour rate	3	
OCTOBER	1	Contract and Job costing, operating costing.	3	
	2	Process Costing (Including Inter process profit and Reserve).	3	
	3	Reconciliation of Cost and Financial Accounts.	3	
	4	Marginal Costing- Profit – Volume Ratio, Break – Even Point	3	
NOVEMBER	1	Margin of Safety	3	
	2	Application of Break-even Analysis	3	
	3	Computation of quotation price	3	
	4	Contract costing	3	
DECEMBER	1	Calculation of profit on complete and incomplete contract	3	
	2	Work in progress	3	

	3	Balance sheet of contracting firm	3	
	4	Operating costing	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : B.COM		SEMESTER: 4th		SESSION:2023-24
NAME OF PAPER : FUNDAMENTAL OF MARKETING				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Introduction: Nature, Scope and Importance of Marketing,; Company orientation - Production concept, Product concept,	3	
	2	Evolution of Marketing; Core marketing concepts	3	
	3	Evolution of Marketing; Core marketing concepts	3	
	4	Selling concept, Marketing concept, Holistic marketing concept	3	
FEBRUARY	1	Pricing Decisions: Determinants of Price, , Promotional Tools Fundamentals of advertisement	3	
	2	Promotion Decisions: Factors determining promotion mix	3	
	3	Pricing Methods and strategies	3	
	4	Promotion, Public Relations & Publicity and Personal Selling. Marketing Channel Decision: Channel functions, Channel Levels	3	
MARCH	1	Promotion- Elements of promotion mix, advertising	3	
	2	sales promotion techniques	3	
	3	difference between advertising and personal selling	3	
	4	direct marketing, Branding	3	
APRIL	1	Services Marketing- Meaning and Concept,	3	
	2	7 Ps of Marketing	3	

	3	Product, Product line, Personality,	3	
	4	Role and importance of Marketing research.	3	
MAY	1	Basis for Segmenting Consumer Markets; Targeting and Positioning	3	
	2	Product decisions: Concept of Product Life Cycle (PLC), PLC marketing strategies	3	
	3	Product Line Decision, Product Mix Decision	3	
	4	Branding Decisions, Packaging & Labelling	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 3rd		SESSION:2023-24
NAME OF PAPER : ADVERTISING & SALES MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Meaning and Role of Integrated Marketing Communications (IMC) in Marketing Process	3	
	2	One Voice Communication vs. IMC	3	
	3	Introduction to IMC Tools: Advertising, Sales Promotion, Public Relations, Direct Marketing	3	
	4	Role of Advertising Agencies and Other Marketing Organizations	3	
FEBRUARY	1	Perspectives on Consumer Behavior	3	
	2	Source, Message, Channel Factors	3	
	3	Communication Response Hierarchy: AIDA Model, Hierarchy of Effect Model, Innovation Adoption Model	3	
	4	Information Processing Model, Standard Learning Hierarchy, Attribution Hierarchy, Low Involvement Hierarchy	3	
MARCH	1	Establishing Marcom Objectives and Budgeting for Promotional Programs	3	
	2	Setting Communication Objectives, Sales as Marcom Objective	3	
	3	DAGMAR Approach for Setting Advertising Objectives	3	
	4	Planning and Development of Creative Marcom: Creative Strategies in Advertising	3	
APRIL	1	Sales Promotion, Publicity, Event Sponsorships	3	
	2	Creative Strategy in Implementation and Evaluation of Marcom: Types of Appeals and Execution Styles	3	

	3	Media Planning and Selection Decisions: Steps Involved and Information Needed	3	
	4	Measuring the Effectiveness of All Promotional Tools and IMC	3	
MAY	1	Application of IMC Concepts in Real-Life Scenarios	3	
	2	Case Studies and Practical Exercises	3	
	3	Comprehensive Review of Topics Covered	3	
	4	Final Discussions and Analysis	3	
SIGN OF TEACHER	SIGN OF HOD		PRINCIPAL	

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN -DEPARTMENT OF 2019-2020				
CLASS : B.Com		YEAR: B.Com 1st year		SESSION:2019-20
NAME OF THE PAPER: Auditing				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Introduction of Audit: Meaning and Functions	3	
	2	Importance and Objectives of Audit	3	
	3	Various Classes of Audit	3	
	4	Limitation of Audit	3	
SEPTEMBER	1	Internal Control, Internal Audit, Internal Check	3	
	2	Audit Planning	3	
	3	Audit Programme	3	
	4	Evidence and Working Papers	3	
OCTOBER	1	Audit Sampling	3	
	2	Routine Checking	3	
	3	Vouching, Verification of Assets and Liabilities	3	
	4	Valuation of Assets and Liabilities	3	
NOVEMBER	1	Company Audit: Qualification and Appointment of Auditors	3	
	2	Powers and Duties of Auditors	3	
	3	Liabilities of Auditors	3	
	4	Audit of Share Capital and Debentures	3	
DECEMBER	1	Depreciation and Reserve: Concepts and Accounting Treatment	3	
	2	Investigation: Meaning and Objectives	3	
	3	Difference between Auditing and Investigation	3	
	4	Various Classes of Investigation	3	
JANUARY				
	2	Auditors Communication: Standard Reports	3	
	3	Auditors Communication: Qualified Reports	3	
	4	Statutory Report	3	
FEBRUARY	1	Standard and Qualified Reports	3	
	2	Statutory Report	3	
	3	Investigation: Meaning, Objectives, and Differences between Auditing and Investigation	3	
	4	Various Classes of Investigation	3	
MARCH	1	Depreciation and Reserve	3	
	2	Investigation: Meaning, Objectives, and Differences between Auditing and Investigation	3	
	3	Various Classes of Investigation	3	
	4	Auditors Communication: Standard and Qualified Reports	3	
APRIL	1	Statutory Report	3	
	2	Revision of Various Classes of Investigation	3	
	3	Revision of Standard and Qualified Reports	3	

	4	Revision of Statutory Report	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 3RD		SESSION:2019-20
NAME OF PAPER : ADVANCE COST ACCOUNTING				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Introduction of Cost Accounting: Meaning, Function, Importance, Objectives	3	
	2	Pricing of Material Issues: Methods and Importance	3	
	3	Inventory Control: Techniques and Importance	3	
	4	Labour Turnover: Measurement and Impact	3	
SEPTEMBER	1	Accounting for Idle Time and Overtime: Treatment and Implications	3	
	2	Treatment of Specific Overheads: Classification and Allocation	3	
	3	Cost Sheet: Preparation and Analysis	3	
	4	Statement of Cost: Components and Preparation	3	
OCTOBER	1	Tender and Quotation Price: Methods and Importance	3	
	2	Process Losses: Types and Accounting	3	
	3	Process Costing: Meaning, Objectives, and Procedures	3	
	4	Equivalent Units: Concept and Calculation	3	
NOVEMBER	1	Accounting for Joint Products and By-products: Methods and Importance	3	
	2	Costing in Service Sector: Meaning and Characteristics	3	
	3	Operating Cost Statement: Preparation and Analysis	3	
	4	Transport Costing: Methods and Applications	3	
DECEMBER	1	Hotel Costing: Methods and Applications	3	
	2	Power House Costing: Methods and Applications	3	

	3	Hospital Costing: Methods and Applications	3	
	4	Latest Developments in Cost Accounting: Target Costing, Backflush Accounting, Throughput Accounting	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 4th		SESSION:2019-20
NAME OF PAPER : ADVERTISING & SALES MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Meaning and Role of Integrated Marketing Communications (IMC) in Marketing Process	3	
	2	One Voice Communication vs. IMC	3	
	3	Introduction to IMC Tools: Advertising, Sales Promotion, Public Relations, Direct Marketing	3	
	4	Role of Advertising Agencies and Other Marketing Organizations	3	
FEBRUARY	1	Perspectives on Consumer Behavior	3	
	2	Source, Message, Channel Factors	3	
	3	Communication Response Hierarchy: AIDA Model, Hierarchy of Effect Model, Innovation Adoption Model	3	
	4	Information Processing Model, Standard Learning Hierarchy, Attribution Hierarchy, Low Involvement Hierarchy	3	
MARCH	1	Establishing Marcom Objectives and Budgeting for Promotional Programs	3	
	2	Setting Communication Objectives, Sales as Marcom Objective	3	
	3	DAGMAR Approach for Setting Advertising Objectives	3	
	4	Planning and Development of Creative Marcom: Creative Strategies in Advertising	3	
APRIL	1	Sales Promotion, Publicity, Event Sponsorships	3	
	2	Creative Strategy in Implementation and Evaluation of Marcom: Types of Appeals and Execution Styles	3	

	3	Media Planning and Selection Decisions: Steps Involved and Information Needed	3	
	4	Measuring the Effectiveness of All Promotional Tools and IMC	3	
MAY	1	Application of IMC Concepts in Real-Life Scenarios	3	
	2	Case Studies and Practical Exercises	3	
	3	Comprehensive Review of Topics Covered	3	
	4	Final Discussions and Analysis	3	
SIGN OF TEACHER	SIGN OF HOD		PRINCIPAL	

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : B.COM		SEMESTER: 1ST		SESSION:2022-2023
NAME OF PAPER :BUSINESS ORGANIZATION MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Concepts: Business, trade, industry and commerce – Functions of Business. –	3	
	2	Features of business- Trade: Classification, Aids to trade – Industry	3	
	3	Business Classification – Commerce – Relationship between trade industry and commerce	3	
	4	Forms of Business Organization Sole Proprietorship: meaning – characteristics –Advantages &disadvantages Partnership - - Meaning – Characteristics – Kinds of Partners	3	
SEPTEMBER	1	Definition – Management an Art, Science or Profession	3	
	2	Manager Defined – Manager vs Leader - Levels of Management	3	
	3	Skills of Management.	3	
	4	Contributions of Henry Fayol (14 principles) – F. W. Taylor’s Scientific Management – Max Weber’s theory of Bureaucracy	3	
OCTOBER	1	Planning: Definition - Importance - Steps in planning.	3	
	2	Types of Plans Decision making	3	
	3	Definition – Process – types of decisions: – Programmed and non-programmed decisions	3	
	4	Individual and group decisions	3	
NOVEMBER	1	Meaning – Organization Structure– Factors determining Span of Management – Line and Staff concepts. Elements of Organization	3	
	2	Formal and informal Organization	3	
	3	Organization chart Span of Management	3	

	4	Meaning – advantages and disadvantages Decentralization Meaning – advantages and disadvantages	3	
DECEMBER	1	Motivation: Definition – Meaning-Types-Theories of motivation.	3	
	2	The Need Hierarchy Theory – Hygiene approach to motivation Leadership	3	
	3	Definition - Leadership styles: Autocratic, Democratic, Free Reign – Managerial Grid	3	
	4	Communication: Definition – Importance – Process – Barriers to effective communication	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : B.COM		SEMESTER: 2nd		SESSION:2022-23
NAME OF PAPER : ENTERPRENEURSHIP AND SMALL BUSINESS				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Meaning and Importance Evolution of term Entrepreneurship.	3	
	2	Factors influencing entrepreneurship	3	
	3	Psychological factors. Social factors, Economic factor, Environmental factors	3	
	4	Characteristics of an entrepreneur ,Entrepreneur and Entrepreneur	3	
FEBRUARY	1	Creativity and entrepreneurship.	3	
	2	Steps in Creativity , Innovation and inventions	3	
	3	Using left brain skills to harvest right brain ideas, Legal Protection of innovation	3	
	4	Skills of an entrepreneur , Decision making and Problem Solving (steps indecision making)	3	
MARCH	1	Entrepreneurship, Health entrepreneurship,	3	
	2	Tourism entrepreneurship	3	
	3	Women entrepreneurship, Barriers to entrepreneurship	3	
	4	National Small Industries Corporation (NSIC)	3	
APRIL	1	Excise exemptions and concession.	3	

	2	Government Stores Purchase scheme (e-tender process)	3	
	3	Exemption from income tax, Quality Standards with special reference to ISO	3	
	4	Financial assistance to MSME	3	
MAY	1	Modernisation assistance to small scale unit	3	
	2	The Small Industries Development Bank of India(SIDBI)	3	
	3	The State Small Industries Development Corporation(SSIDC)	3	
	4	Revision Classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 2nd		SESSION:2022-23
NAME OF PAPER : Organizational Behaviour				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
JANUARY	1	Management and Organizational Behaviour, Theories of Management	3	
	2	Major Behavioural Science that contribute to Organizational Behaviour-Psychology, Sociology, Socio-Psychology	3	
	3	Anthropology, Organizational structure	3	
	4	Dynamics of People and Organization, Models of Organizational Behaviour, Hawthorne studies, Challenges and opportunities in Organizational Behaviour	3	
FEBRUARY	1	Group Dynamics: Definition and meaning, Importance	3	
	2	Types of Group Formation	3	
	3	Functions of Groups	3	
	4	Type of Team and Problem Solving Team	3	
MARCH	1	Types of Change , The Change process	3	
	2	Objectives and Goals of Organizational Change	3	

	3	Resistance to Change, organization Resistance	3	
	4	Overcoming Resistance to Change	3	
APRIL	1	Organizational Conflicts:- Meaning and Definition of Conflicts	3	
	2	Reasons and types of Conflicts	3	
	3	Traditional and Modern Approaches of Conflicts	3	
	4	Functional and Dysfunctional Organization Conflicts	3	
MAY	1	Team Development , Concepts	3	
	2	Need and Feature of organizational Development	3	
	3	Process of organizational Development	3	
	4	Revision Classes	3	
SIGN OF TEACHER		SIGN OF HOD		PRINCIPAL

RADHEY HARI GOVERNMENT PG COLLEGE KASHIPUR (US NAGAR) AISHE CODE: C-21911				
TEACHING PLAN-DEPARTMENT OF COMMERCE				
CLASS : M.COM		SEMESTER: 1ST		SESSION:2022-23
NAME OF PAPER : BUSINESS MANAGEMENT				
MONTH	WEEK	TOPICS	NO OF LECTURES	REMARKS
AUGUST	1	Emergence of management	3	
	2	Nature and significance	3	
	3	Process of Management ,Levels of Management	3	
	4	Functional areas of management ,Social Responsibility of Business	3	
SEPTEMBER	1	Meaning and definition of planning, Features and Importance of planning	3	
	2	Types and Process of planning , Elements of planning-Mission, Objectives, Strategies and Policies	3	
	3	Meaning and Definition of Motivation	3	
	4	Need of Motivation ,Types of Motivation-Positive Motivation and Negative Motivation	3	
OCTOBER	1	Financial and Non-financial Incentives and Need Hierarch	3	
	2	Need Hierarchy Theory of Motivation, Theory 'X' and Theory 'Y' of Motivation	3	
	3	VroomExpectancy theory , leadership, principles,	3	
	4	Leadership styles, Theories of Leadership	3	
NOVEMBER	1	Interpersonal and Organizational communication, Concepts of two way communication, process, barriers	3	
	2	Types of organizational Communication	3	
	3	Improving Communication	3	

	4	Group Dynamics, team Development and Organizational Development	3	
DECEMBER	1	Types of Group Formation and Team Development and Organisational Development	3	
	2	Concept, Need and Features of Organizational Development	3	
	3	Process of Organizational development	3	
	4	Revision Classes	3	
SIGN OF TEACHER	SIGN OF HOD		PRINCIPAL	