**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA**

**LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**: Anuja Gupta

**Designation:** Associate professor

**Class:** Mcom 3rd sem

**Subject/ Paper:** Human Resource Development

**Type of course( major/ minor/ VAC/ AEC/SEC/ MDC):**

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | **August** | Human Resource Development: Concept, goals, scope, principles and functions; approaches to HRD; Human Resource Management and Human Resource Development; Qualities, role and responsibilities of HRD manager; Designing HRD System,  Organizational effectiveness; HRD strategies; Emerging trends and challenges in HRD  And PPT | Group learning and teaching  Individual learning  Project based learning  Use of black board and smart boards | Understanding the conceptual framework of HRD and it’s approaches |  |
| **2.** | **September** | Knowledge Management: meaning and forms of knowledge, meaning, importance, process and Tools of knowledge management, barriers to knowledge management; Learning and HRD: Meaning, principles, process and theories of learning, learning styles and strategies; Role analysis  For HRD: concept of role and role analysis, benefits and techniques of role analysis; Competency  Mapping: meaning, need and methodology; development of competency set and PPT | -------do-------- | Develop knowledge, learning, role analysis and human values |  |
| **3.** | **October** | Employee Socialization and Orientation: concept, categories and content of learning in Socialization, socialization approaches; Assessing HRD needs; Designing Training and Development programme; Implementation of training and development programmes; Evaluation Of training and development programmes and PPT | --------do-------- | Impart the knowledge of training and development programs, organisational development |  |
| **4.** | **November** | Organisation health, Organisation climate and revisions |  | Knowledge health and climate |  |

* **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

**Signature of Teacher Principal**

**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA**

**LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**:Ms.Laksha and Ms.Geeta

**Designation:Assistant Professor**

**Class:M.Com 2**

**Subject/ Paper:Marketing Research**

**Type of course**

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| **2.** | **August** | Introduction to Marketing Research: Nature, scope and importance; Marketing research process.  Formulating the Problem, Research Design: Exploratory, experimental and descriptive research, | Learning Through Problem Solving  Project Based learning  Use of smart board and black board | To define the basic concepts related to marketing research.  explain the concepts about contemporary marketing research. |  |
| **3.** | **September** | Sampling design; Sources of information;Designing questionnaire; Methods of data collection; Scaling techniques; Sampling and non-sampling errors. | Learning Through Problem Solving  Project Based learning  Use of smart board and black board | To apply research in the marketing area.  To realize to gather data in the marketing research. |  |
| **4.** | **October** | Qualitative Research: Meaning, process and methodologies. Qualitative Research Techniques: Observation, Survey. | Learning Through Problem Solving  Project Based learning  Use of smart board and black board | To understand in detail Qualitative Reasearch |  |

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**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA**

**LESSON-PLAN (Session 2024-25) ODDSEMESTER**

**Name of Teacher**: Dr. Pooja

**Designation:** Assistant Professor in Commerce

**Class:** M. Com II

**Subject/ Paper:** ENTREPRENEURSHIP DEVELOPMENT (MC 314)

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | August 2024 | Entrepreneurship: concept, nature and scope; factors affecting entrepreneurial growth; major motives influencing an entrepreneur; stress management; entrepreneurship development programs, Small Enterprises: Definition, Classification – Characteristics, Ownership Structures. Market Survey and Opportunity Identification: starting a small scale industry | Learning through Group learning and teaching: Self Study and Peer Tutoring | The Learner will understand the detailed concept of entrepreneur and entrepreneurship development. |  |
| **2.** | September 2024 | Registration procedures, list of items reserved for small scale industry; assessment of demand and supply in potential areas of growth, understanding business opportunity, considerations in product selection, data collection for setting up small ventures. | Learning through Group learning and teaching: Self Study and Peer Tutoring | Know the registration and demand supply functions along with product selection and data collection | Assignment 1 |
| **3.** | October 2024 | Project Report Preparation: Managerial and Operational aspects of small business; Human relations and performance in organization; Institution supporting entrepreneurial growth. | Learning through Group learning and teaching: Self Study and Peer Tutoring | Understand the report preparation and human relations in small organisation. | Assignment 2 |
| **4.** | November 2024 | Environmental considerations: concept of ecology and environment, air, water and noise pollution standards and control. Personal Protection Equipment (PPEs) for safety at work places. | Learning through Group learning and teaching: Self Study and Peer Tutoring | Understand environmental and safety considerations. | Class Test |

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**Signature of Teacher Principal**

**LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**: Latika Chahal

**Designation: Assistant Professor**

**Class: M.com II**

**Subject/ Paper: Computer Application to Business**

**Type of course: NON-NEP**

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | **July-Aug** | Computer System: Meaning, scope, types; Basic computer organization: Central Processing Unit, input, output, and storage devices; introduction to software; System software - operating system, user interface and its types.  Practical: Write a leave application to your Principal/Chairperson in MS Word; Make a letter head of your company & prepare a sales report of last one month; Make a circular to the shareholders of AGM (Use mail merge option); Write a letter to the customers congratulating them on their birthday / anniversary (using mail merge). Choose the customers from a database made in MS Excel; Make a database of the students of M.com in MS Excel and do the following: Sort, find out first 2 positions from boys and girls, Make a chart of performance of boys and girls. | **Practical based learning** | **Students gets basic knowledge about computer system and practical use of MS word, excel, access etc.** |  |
| **2.** | **Sep** | Application software - word processing, spreadsheets; Introduction to databases, tables, queries, reports and form generation. Fuzzy Logic, etc.  Practical: Search the closing share price of a blue-chip company for one quarter and compute the beta value; Make a database in MS Access and prepare a payroll of the employees. | **Project based learning** | **Students gets basic knowledge about computer system and practical use of MS word, excel, access etc.** |  |
| **3.** | **Oct** | Technology in Business: Concept of information technology; Local Area Network - media & topologies and Wide Area Networks; Electronic data processing; Intranet and extranet, concept and evolution;  Practical: Make a hypothetical data-base of the responses to a questionnaire and compute - mean, standard deviation, correlation, ANOVA, etc. | **Practical based learning** | **Students gets basic knowledge about computer system and practical use of MS word, excel, access etc.** |  |
| **4.** | **Nov** | Information World Wide Web; Multimedia technologies; Video conferencing; Broadband networks; Planning and designing web pages.  Practical: Make a power-point presentation on 'Computers Applications in Business’. | **Peer teaching** | **Students get knowledge about how to create web pages, websites etc.** |  |

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**Signature of Teacher Principal**

**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA**

**LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**: Dr Madhu

**Designation: Assistant Professor**

**Class: M.COM II**

**Subject/ Paper: AFM**

**Type of course( major/ minor/ VAC/ AEC/SEC/ MDC): major**

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | **aug** | Dividend Decisions: Types & determinants of dividend decisions, Dividend models, corporate dividend practices in India. | **Group learning & teaching**  **Learning through examples**  **Peer teaching** | **Students learnt about**  Dividend Decisions: Types & determinants of dividend decisions, Dividend models, corporate dividend practices in India |  |
| **2.** | **sept** | Capital Structure Decisions:  Leverage: Operating, financial & combined leverage, EBIT-EPS analysis  Corporate Restructuring: | **Group learning & teaching**  **Learning through examples**  **Peer teaching** | **Students learnt about**  Capital Structure Decisions:  Leverage: Operating, financial & combined leverage, EBIT-EPS analysis  Corporate Restructuring: |  |
| **3.** | **oct** | Mergers & Takeover | **Group learning & teaching**  **Learning through examples**  **Peer teaching** | **Students leant about**  An overview of mergers & takeovers |  |
| **4.** | **nov** | Financial Restructuring | **Group learning & teaching**  **Learning through examples**  **Peer teaching** | **Students learnt about**  **Financial restructuring of companies** |  |

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**Signature of Teacher Principal**

**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**: Suman

**Designation: ASSISTANT PROFESSOR**

**Class: M.Com. 2 Sem.3**

**Subject/ Paper:** BUSINESS ETHICS & SOCIAL RESPONSIBILITY (MC- 315)

**Type of course( major/ minor/ VAC/ AEC/SEC/ MDC):**

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | **AUGUST** | Ethics: Concept and principles, relationship with morality, values, and law, moral reasoning. Stages of moral and ethical development; Ethical theories in relation to Ethical Dilemma: causes and resolution. | Peer teaching | After completing this course, the learner will be able to: To familiarize students with the concept of Ethics and Ethical theories | **Assignment** |
| **2.** | **SEPT.** | Ethical decision making in business –models and processes, personal and corporate values and ethical decision making. Globalization and business ethics; Creating an ethical organization – corporate governance, corporate culture, CSR, code of conduct.Business ethics and consumer protection; Business ethics and environment protection - maintaining ecological balance, sustainable development, |  | To understand the concepts of Ethical decision making in business –models and processes, Business ethics and consumerprotection; Business ethics and environment protection | **Presentations** |
| **3.** | **OCT.** | Business ethics and human resources – workplace issues, privacy; Role of outside stakeholders on ethics – media, public, Judiciary; IT and ethics. Social responsibility – meaning and importance. Socially responsible consumption, Social responsibility of business. CSR – fundamentals and evolution |  | To help students understand the aspects of Business ethics andSocial responsibility | **Class Test** |
| **4.** | **NOV.** | Approaches to CSR – Freeman’s approach, Gandhian trusteeship principle, Stakeholder approach, Triple bottomline; CSR and philanthropy, Advantages and disadvantages of CSR; CSR and corporate strategy; CSR and profitability, Implementing CSR programmes |  | To understand the concepts of Approaches to CSR, Advantages and disadvantages of CSR; CSR and corporate strategy |  |

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**GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA**

**LESSON-PLAN (Session 2024-25) ODD SEMESTER**

**Name of Teacher**: Anuja Gupta

**Designation:** Associate professor

**Class:** Mcom 3rd sem

**Subject/ Paper:** Tutorials

**Type of course( major/ minor/ VAC/ AEC/SEC/ MDC):**

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| **S. No.** | **Month** | **Topics to be covered** | **Teaching Learning Strategy** | **Learning Outcomes of Students** | **Remarks** |
| **1.** | **August** | Case study, PPT’s and tests | Group learning and teaching  Individual learning  Project based learning  Use of black board and smart boards | To prepare them for exams and viva-voce |  |
| **2.** | **September** | Case study, PPT’s and tests | -------do-------- | To prepare them for exams and viva-voce |  |
| **3.** | **October** | Case study, PPT’s and tests | --------do-------- | To prepare them for exams and viva-voce |  |
| **4.** | **November** | Case study, PPT’s and tests |  | To prepare them for exams and viva-voce |  |

* **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

**Signature of Teacher Principal**