

Rajarshi Shahu Mahavidyalaya, (Autonomous), Latur
Department of Commerce

Structured Work Plan for Teaching (June : 2018 to October 2018)

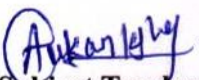
Class : B.Com I (C)

Subject : Business Communication

Paper : Business Communication

Name of Teacher : Prof.Balsaraf A.K.

Summary of Teaching Plan :			
Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Introduction to Business Communication	10	
	Topic 1.1 Meaning & Definition of Business Communication	02	22/06/2018 to 15/07/2018
	1.2 Process of Business Communication	02	
	1.3 Objectives of Business Communication	02	
	1.4 Barriers to Business Communication	02	
	1.5 Effective Communication-its features	02	
Unit - 2	Forms of Business Communication	10	
	Topic 2.1 Verbal Communication-Written & Oral	02	16/07/2018 to 31/07/2018
	2.2 Non-Verbal Communication	02	
	2.3 Types of Communication-Formal & Informal	03	
	2.4 Modern forms of Communication	03	
Unit - 3	Group Communication	10	
	Topic 3.1 Meaning and Definition	02	01/08/2018 to 25/08/2018
	3.2 Techniques of group decision making	02	
	3.3 Meeting, Notices, Agenda, Minutes	03	
	3.4 Seminars, Symposia and Workshops	02	
	3.5 Conferences	01	
Unit - 4	Business Correspondence	10	
	Topic 4.1 Introduction, Structure and format of business letter	03	26/08/2018 to 22/09/2018
	4.2 Enquiry letter	01	
	4.3 Complaint letter	01	
	4.4 Sales letter	01	
	4.5 Job Application	02	
	4.6 Curriculum vitae or resume	02	
Unit - 5	Presentation (Soft) Skills and Public speaking	10	
	Topic 5.1 Introduction Presentation (Soft) Skill	03	23/09/2018 to 03/10/2018
	5.2 Elements Presentation (Soft) Skill	02	
	5.3 Designing your presentation skill	02	
	5.4 Tips for effective presentation (Soft) skill	02	
	5.5 Public speaking	01	


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Structured Work Plan for Teaching (June: 2018 to October 2018)

Class : B.Com II (A) Sem-III
Subject : Corporate Accounting -I
Paper : Corporate Accounting-I
Name of Teacher : Prof. Balsaraf A. K

Summary of Teaching Plan :

Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Issue, Forfeiture and Reissue of Shares of a Company	11	22/06/18 to 15/07/18
	Topic 1.1 Meaning of company & its formation	01	
	1.2 Issue of shares: At premium, At discount and At par	01	
	1.3 Pro-rata Allotment of shares		
	1.4 Forfeiture of shares	01	
	1.5 Reissue of forfeited shares		
1.6 Practical problems	05		
Unit - 2	Issue and Redemption of Debenture	11	16/07/2018 to 31/07/2018
	Topic 2.1 Meaning and types of debentures	02	
	2.2 Issue of Debentures: At premium, At discount and A	01	
	2.3 Redemption of Debentures	01	
	2.4 Provision and Methods of Redemption		
	2.5 Practical Problems	05	
Unit - 3	Redemption of Preference Shares	11	01/08/2018 to 25/08/2018
	Topic 3.1 Concept and types of preference shares	01	
	3.2 Methods of redemption = out of profit and out of fresh issue	02	
	3.3 Legal provisions regarding redemption of preference	01	
	3.4 Items transferred to Capital Redemption Reserve A/	01	
	3.5 Practical Problems	06	
Unit - 4	Accounting for Amalgamation	11	26/08/2018 to 22/09/2018
	Topic 4.1 Meaning of Amalgamation		
	4.2 Methods of purchase consideration		
	4.3 Inter Company stock, debts & bills		
	4.4 Accounting Entries in the books of transferor compa		
	4.5 Practical problems		
Unit - 5	Accounting for Absorption	10	23/09/2018 to 03/10/2018
	Topic 5.1 Concepts of Absorption		
	5.2 Methods of purchase consideration		
	5.3 Accounting entries in the books of Absorbed company & Absorbing company		
	5.4 Practical problems		

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Class : B.Com II (C)
 Subject : Economic Planning in India
 Paper : Economic Planning in India
 Name of Teacher : Prof.Balsaraf A.K.

Summary of Teaching Plan :			
Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Strategy og Economic Planning In India	10	
	Topic 1.1 Objectives of Economic Planning In India	03	22/06/2018 to 15/07/2018
	1.2 Development strategy in India	03	
	1.3 LPG Model of Development	03	
Unit - 2	Public Sector In India	10	
	Topic 2.1 Role of the Public Sector in India	03	16/07/2018 to 31/07/2018
	2.2 Causes for the Expansion of Public Enterprises	03	
	2.3 Performance of Public Sector Undertakings	03	
	2.4 Shortcomings of the Public Sector	01	
Unit - 3	Disinvestment of Public Enterprises	10	
	Topic 3.1 Rationale of Disinvestment	02	01/08/2018 to 25/08/2018
	3.2 Meaning & Types of Disinvestment	03	
	3.3 Emergence of the Disinvestment Policy	03	
	3.4 Case Study on Public Private Partnership	02	
Unit - 4	Privatization, Globalization and its imact on India	10	
	Topic 4.1 Meaning, Scope of Privatization & Its impact limitations	03	26/08/2018 to 22/09/2018
	4.2 Meaning & Concept of Globalization	02	
	4.3 Globalization and its impact on India	03	
	4.4 Present Scenario of Globalization	02	
Unit - 5	Planning Experience & NITI AYOOG	10	
	Topic 5.1 Overview of Planning in India	01	23/09/2018 to 03/10/2018
	5.2 'NITI' Ayog: Nature & Functions	03	
	5.3 Objectives & Benefits of NITI Ayog	04	
	5.4 Difference between Planning Commission & NITI Ayog	02	

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Structured Work Plan for Teaching (June : 2018 to October 2018)

Class : B.Com II (B)

Subject : Retail Management

Paper : Retail Management

Name of Teacher : Prof.Balsaraf A.K.

Summary of Teaching Plan :			
Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Introduction to Retail Management	10	
	Topic 1.1 Meaning, definition and significance of retailing	02	22/06/2018 to 15/07/2018
	1.2 Types of Retailers	03	
	1.3 Main drivers of Retailing in India.	02	
	1.4 Retail management strategy and its competitive a	02	
	1.5 Factors attracting global retailers to India	02	
Unit - 2	Consumer Buying Behaviour and Online Retailing	10	
	Topic 2.1 Consumer behaviour and stages in the buying pro	02	16/07/2018 to 31/07/2018
	2.2 Factors affecting on buyers buying decision mak	03	
	2.3 Recent trends in online retailing	02	
	2.4 Advantages & disadvantages of online retailing	03	
Unit - 3	Franchising, Brand and Mall Management	10	
	Topic 3.1 Meaning of franchising.	01	01/08/2018 to 25/08/2018
	3.2 Franchising Market and franchising in India	02	
	3.3 Brand Management and Brand loyalty	02	
	3.4 Meaning of Mall & Factors affecting the success	02	
	3.5 Types of Malls.	01	
	3.6 Problems of Mall developers in India.	02	
Unit - 4	Retail Communication and Promotion	10	
	Topic 4.1 Introduction and Methods of communication with customers.	02	26/08/2018 to 22/09/2018
	4.2 Advertising – Concept, Types and importance of	04	
	4.3 Popular media vehicles used in the Indian retail industry.	02	
	4.4 Personal selling – Meaning & its process.	02	
Unit - 5	Retailing and Information Technology System	10	
	Topic 5.1 Information technology and its growing role in re	02	23/09/2018 to 03/10/2018
	5.2 Campaign management in retailing	02	
	5.3 Benefits of database marketing and application o	02	
	5.4 Limitations to web applications	02	
	5.5 Electronics retailing issues.	02	

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Structured Work Plan for Teaching (June: 2018 to October 2018)

Class : M.Com II (SEM-III)
Subject : Marketing Management II
Paper : Marketing Management II
Name of Teacher : Prof.Balsaraf A.K.

Summary of Teaching Plan :			
Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Marketing Research and Marketing Information System	12	
	Topic 1.1 Meaning, nature and importance of marketing research	04	22/06/2018 to 15/07/2018
	1.2 Objectives and functions of marketing research.	02	
	1.3 Marketing research process	03	
	1.4 Meaning of marketing information system and distinctions between MR and MIS	03	
Unit - 2	Sales Forecasting and Policy Making	12	
	Topic 2.1 Meaning, difference between selling and marketing.	03	16/07/2018 to 31/07/2018
	2.2 Importance of forecasting in policy making	03	
	2.3 Forecasting methods and procedure	03	
	2.4 Merits and demerits of various methods	03	
Unit - 3	Recent Trends in Marketing	12	
	Topic 3.1 Social Marketing : Meaning, features, advantages, Limitations.	03	01/08/2018 to 25/08/2018
	3.2 Green Marketing : Meaning, features, advantages, Limitations.	03	
	3.3 Online Marketing : Meaning, features, advantages, Limitations.	03	
	3.4 Direct Marketing : Meaning, features, advantages, Limitations.	03	
Unit - 4	Consumer Relationship Management	12	
	Topic 4.1 CRM : Meaning, Definition	02	26/08/2018 to 22/09/2018
	4.2 Need & importance.	04	
	4.3 Steps involved in CRM.	04	
	4.4 Consumer Profiling	02	
Unit - 5	Marketing Organization	12	
	Topic 5.1 Elements of marketing organization	03	23/09/2018 to 03/10/2018
	5.2 Major alternatives for organisationing marketing units.	03	
	5.3 Controlling marketing activities	03	
	5.4 Process of marketing control	03	


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Structured Work Plan for Teaching (Dec : 2018 to March 2019)

Class : B.Com I (C) (Sem - II)
 Subject : Business Environment
 Paper : Business Environment
 Name of Teacher : Prof. Balsaraf A. K.

Summary of Teaching Plan :				
Unit	Chapter / Topics		No. of Lectures	Date
Unit - 1	Introduction to Business Environment		12	29/11/2018 to 18/12/2018
	Topic 1.1	Concept, Characteristics, and Scope of Business Environment	02	
	1.2	Nature and Significance of Business Environment	02	
	1.3	Types of Business Environment	03	
	1.4	Environmental Analysis – Process, Importance and Limitations of Environmental Analysis	03	
	1.5	Techniques of Environmental analysis	02	
	1.6	Impact of Environmental changes on Business.		
Unit - 2	Economic Environment		10	20/12/2018 to 10/01/2019
	Topic 2.1	Concept, Characteristics	02	
	2.2	Concept and Functions of NITI Aayog	02	
	2.3	Types of economic system and features	03	
	2.4	Economic policies –Recent Industrial policy, Recent Monetary policy, Recent Fiscal Policy	03	
Unit - 3	Financial Environment		12	11/01/2019 to 31/01/2019
	Topic 3.1	Meaning and Constituents of Financial System	03	
	3.2	Financial institutions	02	
	3.3	Financial Services- Mutual funds, Investment trust, Venture capital fund, Merchant banking, Factoring , Leasing, credit rating, Private Equity	03	
	3.4	Commercial Banking – Meaning and Functions	02	
	3.5	Stock Exchange –Meaning and Functions	02	
Unit - 4	Social Environment		10	04/02/2019 to 20/02/2019
	Topic 4.1	Meaning of Social Environment	02	
	4.2	Social Objectives of Business	02	
	4.3	Social Responsibility of Business – Concept & Nature	02	
	4.4	Responsibility towards different groups	02	
	4.5	Guidelines for social responsibility	02	
Unit - 5	Schemes of Prime Minister of India		10	26/02/2019 to 20/03/2019
	Topic 5.1	Introduction, Background	02	
	5.2	Make in India, Digital India, Stand up India	02	
	5.3	Start up India, Jan-Dhan Yojana , Kushal Bharat, Skill India	02	
	5.4	Mudra Yojana, Gold Scheme, Gold Bond	02	
	5.5	Smart Village and Smart City.	02	

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Structured Work Plan for Teaching (Dec : 2018 to March 2019)

Class : B.Com II (A) Sem-IV
 Subject : Corporate Accounting -II
 Paper : Corporate Accounting-II
 Name of Teacher : Prof. Balsaraf A. K

Summary of Teaching Plan :

Unit	Chapter / Topics	No. of Lectures	Date	Activities/ Assignment/ Test Date		
Unit - 1	Underwriting Accounts		11	29/11/18 to 18/12/18	Guest Lecture	
	Topic 1.1	Meaning of underwriting	1			
	1.2	Full and partial underwriting	1			
	1.3	Underwriting commission				
	1.4	Two or more underwriters	01			
	1.5	Sub-underwriting				
	1.6	Practical problems				08
Unit - 2	Holding Company Accounts		12	19/12/2018 to 10/01/2019	Assignment Seminar 10/01/2019	
	Topic 2.1	Concept of Holding company	01			
	2.2	Wholly owned and partly owned subsidiaries	01			
	2.3	Minority Interest	01			
	2.4	Consolidated Final Accounts AS 21				
	2.5	Cost of control and intercompany transactions	01			
	2.6	Accounting for holding company and one	08			
Unit - 3	Reconstruction		12	11/01/2019 to 30/01/2019	Unit Test-I 20/01/2019 to 28/01/2019	
	Topic 3.1	Alteration of share capital	01			
	3.2	Reduction of share capital/Internal Reconstruction, External Reconstruction	01			
	3.3	Steps involved in Internal Reconstruction	01			
	3.4	Reorganization through surrender of shares	01			
	3.5	Scheme of Capital Reduction	1			
	3.6	Practical Problems	08			
Unit - 4	Company Liquidation		12	04/02/2019 to 28/02/2019	Assignment for Unit Test-II	
	Topic 4.1	Meaning and features of liquidation	01			
	4.2	Legal provisions, regarding liquidation	01			
	4.3	Liquidators final statement of Account	01			
	4.4	Liquidation remuneration				
	4.5	Preferential order of payments	01			
	4.6	Practical problems	08			
Unit - 5	Company Final Account		05	01/03/2019 to 20/03/2019	Unit Test-II 22/03/2019 to 30/03/2019	
	Topic 5.1	Need and objectives of financial statements	01			
	5.2	Legal Framework	01			
	5.3	Preparation of Financial Statement – Primary Statutory Requirements	01			
	5.4	Preparation of –				02
		a)	Profit & Loss A/c			
		b)	Profit & Loss Appropriation A/c			
	c)	Balance sheet – Revised Schedule VI				

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Structured Work Plan for Teaching (November 2018 to March 2019)

Class : B.Com II (B) Sem-IV
 Subject : Principles and Practices of Insurance
 Paper : Principles and Practices of Insurance
 Name of Teacher : Prof.Balsaraf A.K.

Summary of Teaching Plan :

Unit	Chapter / Topics	No. of Lectures	Date
Unit - 1	Introduction to Insurance	10	29/11/2018 to 18/12/2018
	Topic 1.1 Meaning, definition & basics concept of insurance	02	
	1.2 fundamental Principles of insurance	02	
	1.3 Nature and Characteristics of insurance	02	
	1.4 Classification of insurance including re-insurance	02	
	1.5 Importance of insurance	02	
Unit - 2	Reforms of Insurance Sector	11	20/12/2018 to 10/01/2019
	Topic 2.1 An Overview of insurance business in India	02	
	2.2 Impact of liberalization on insurance industry opportunies	03	
	2.3 Economic liberalisation in insurance sector	02	
	2.4 Recommendation of Malhotra Committee	02	
	2.5 Current state of insurance industries	02	
Unit - 3	Legal framework of Insurance	10	11/01/2019 to 31/04/2019
	Topic 3.1 Insurance Act-1938 Registration, Nomination of insurance	03	
	3.2 General Insurance Business Act-1972	03	
	3.3 IRDA Act 1999- Powers & Functions	02	
	3.4 Insurance Ombudsman Scheme	02	
Unit - 4	Insurance Services and its Marketing	12	04/02/2019 to 20/02/2019
	Topic 4.1 Insurance intermediaries : Agent- it's function	03	
	4.2 Broker : it's function	03	
	4.3 Bancassurance	02	
	4.4 Micro insurance - models	02	
	4.5 E-marketing of insurance	02	
Unit - 5	Policy Servicing and Claims Settlement	10	26/02/2019 to 20/03/2019
	Topic 5.1 Procedure of obtaining policy in life & general Insurance.	02	
	5.2 Claim settlement in fire insurance and motor insurance	02	
	5.3 Maturity claims in life insurance	02	
	5.4 Underwriting - Process, types of underwriters	02	
	5.5 Actuary - Role and duties	02	

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Class : B.Com II (C) Sem-IV
Subject : Economic Development In India
Paper : Economic Development In India
Name of Teacher : Prof. Balsaraf A. K.

Summary of Teaching Plan :

Unit	Chapter / Topics	No. of Lectures	Date	Activities/ Assignment/ Test Date
Unit - 1	Indian Agriculture Development In India	10		
	Topic 1.1 The role of Agriculture in the National Economy	02	30/11/2018 to 22/12/2018	Guest Lecture
	1.2 Progress of Agriculture during Five Year Plans	02		
	1.3 Green Revolution & Its impact: The Future Prospect	02		
	1.4 New Thrust Areas in Agriculture	02		
	1.5 Cropping Pattern In India: Since 1951	02		
Unit - 2	Development Of Irrigation and Other Agricultural	10		
	Topic 2.1 Needs & Mode of Irrigation	03	24/12/2018 to 21/01/2019	Assignment Seminar 10/01/2019
	2.2 Irrigation during Planning (Five Year) Era	02		
	2.3 Private Sector Participation in Irrigation	03		
	2.4 Improved Seeds, Fertilizers and Pesticides	02		
	2.5 Emergence of Dry Farming			
Unit - 3	Poverty and Unemployment in India	10		
	Topic 3.1 Meaning & Concept of Poverty	01	22/01/2019 to 11/02/2019	Unit Test-I 20/01/2019 to 28/01/2019
	3.2 Poverty in India ;Causes and Remedies	03		
	3.3 Economic Reforms and Reduction of Poverty	02		
	3.4 Concept of Unemployment-Types	02		
	3.5 Various Schemes to reduce Unemployment	02		
Unit - 4	Balanced Regional Development	10		
	Topic 4.1 Meaning of Balanced Regional Development	01	15/02/2019 to 04/03/2019	Assignment for Unit Test-II
	4.2 Indicators of Regional Imbalances	02		
	4.3 Causes of Economic Regional Imbalance	02		
	4.4 Regional Disparities in India	02		
	4.5 Policy Measures to Reduce Regional Disparities	03		
Unit - 5	Service Sector Development in India	10		
	Topic 5.1 The Role of Service Sector in National Economy	02	05/03/2019 to 21/03/2019	Unit Test-II 22/03/2019 to 30/03/2019
	5.2 Progress of Service Sector in India	02		
	5.3 Impact of Changes in Service Sector in India	02		
	5.4 Scope for the Development of Service Sector in India	02		
	5.5 Challenges of Service Sector in India	02		

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Class : M.Com II (Sem-IV)
 Subject : Banking and Finance-III
 Paper : Banking and Finance-III
 Name of Teacher : Prof. Balsaraf A. K.

Summary of Teaching Plan :				
Unit	Chapter / Topics		No. of Lectures	Date
Unit - 1	Indian Money and Debt Market		12	30/11/2018 to 15/12/2018
	Topic 1.1	Introduction, Objectives, Features, Functions of Money Market	03	
	1.2	Money Market Segments	03	
	1.3	Interbank Participation Certificate (IBPC)	03	
	1.4	Meaning of Corporate Debt Market, Bond Market	03	
Unit - 2	Indian Capital and Equity Market		12	21/13/2018 to 04/01/2019
	Topic 2.1	Introduction, Features and Functions of Capital Market	03	
	2.2	Constituents of Capital Market-Primary Market and Secondary Market	03	
	2.3	Primary Securities Market, Secondary Securities Market	03	
	2.4	Equity Market-Meaning and Functions	03	
Unit - 3	Derivatives Market		11	05/01/2019 to 01 /02/2019
	Topic 3.1	Meaning of Derivatives Market	01	
	3.2	Functions and Categories of Derivatives	04	
	3.3	Options-Call Option, Put Option	02	
	3.4	Factors Influencing & Drawback of Derivatives Market	03	
Unit - 4	Global Financial Market and Instruments		13	02/02/2019 to 23/02/2019
	Topic 4.1	Meaning of Global Financial Market, Global Financial Market - Participants	03	
	4.2	Fund Sources, Advantages & Disadvantages, Global Debt Instruments	03	
	4.3	Offshore Banking-Objectives & Benefits	03	
	4.4	Meaning of Financial Instruments	01	
	4.5	Commercial Paper-Concept, Eligibility Criteria for issue of commercial paper, who can invest in commercial paper? Meaning and Concept of Certificate of Deposit, Concept of Treasury Bill	03	
Unit - 5	Regulatory Authorities Under Financial Market		12	03/01/2019 to 21/03/2019
	Topic 5.1	Organization, Management & Functions of RBI, Monetary Policy of RBI	03	
	5.2	Credit Control of RBI-Quantitative & Qualitative Methods	02	
	5.3	Objectives, Powers and Functions of SEBI	03	
	5.4	Role of SEBI in Capital Market, SEBI Guidelines in Capital Market	02	
	5.5	Role of IMFC - Functions & Objectives	02	

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