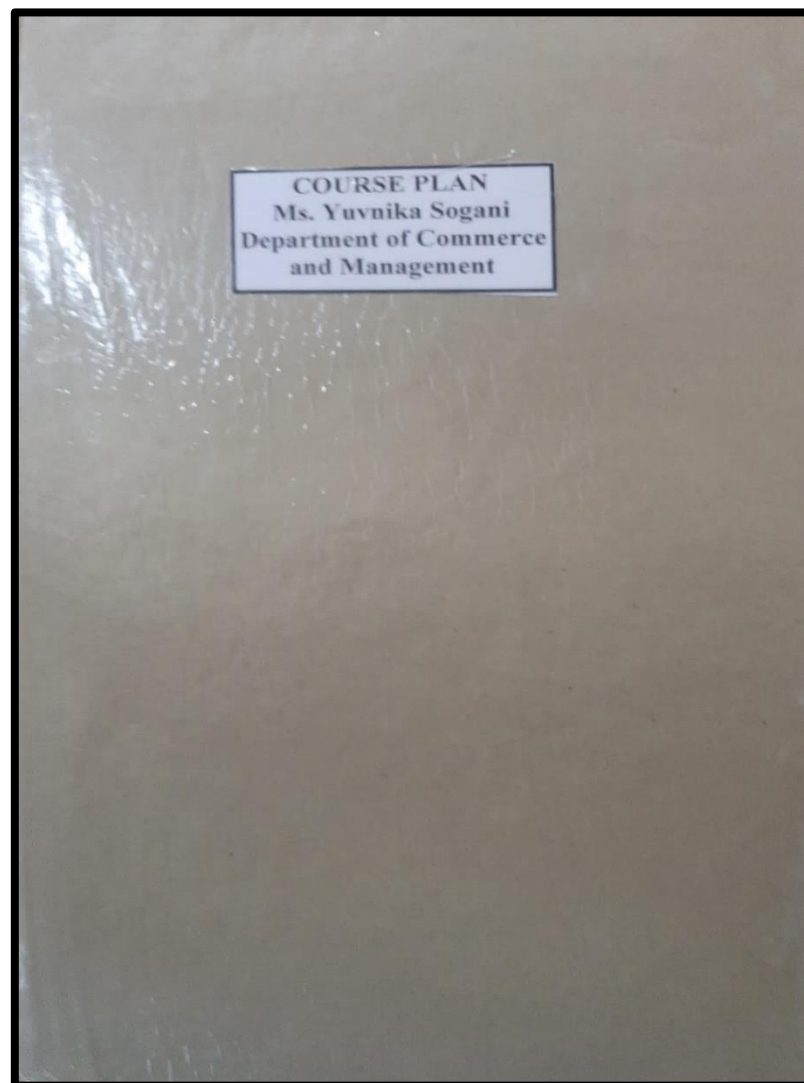




## **SOPHIA GIRLS' COLLEGE(AUTONOMOUS), AJMER**



**COURSE\_PLAN\_2019-20\_MS\_YUVNIKA\_SOGANI**



# BBA I (SEMESTER I)

SOPHIA GIRL'S COLLEGE, AJMER (AUTONOMOUS)

BASICS OF ACCOUNTING (BBA-105)

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

## COURSE PLAN

SEM I Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I Meaning and scope of Accounting; Need , development and definition of accounting, Book Keeping and accounting, Objectives of accounting,	Accounting, Book Keeping	PPT, Chart	understand and apply the basic concepts of accounting.	<u>Knowledge Based</u> -What is Accounting -Prepare the format of Trial Balance  <u>Understanding Based</u> -Compare the various final accounts. -Classify the different accounts.  <u>Higher Order Thinking Skills Based</u> -Rectify the given Trial Balance and also mention the kind of Error.	Knowledge--60 Understanding-30 Higher Order-10
	Accounting Transactions, Journal, ledger	Recording Transactions	Practical Questions			
	Trial Balance	Classifying	Practical Questions			
AUGUST	UNIT II Accounting concepts & Convention	Accounting Principles	PPT, Examples			
	Final accounts – Trading Account , Profit and loss account,	Summarising Final accounts	Practical Questions	summarize the process of accounting.	-Critically Evaluate the various accounting Principles	
	Balance Sheet, adjustment entries.	Final statement	Practical Questions			



SEPTEMBER- OCTOBER	UNIT III Depreciation Accounting- Meaning, objective, Causes. Methods of Depreciation- Straight line method, WDV Method, Sinking Fund Method, Annuity Method.	Accounting of Depreciation	PPT, Practical Questions	report and rectify the errors in and after preparation of trial balance.
	Change in method of Depreciation from Straight Line to WDV and WDV to straight Line with retrospective and without retrospective.	Depreciation	PPT, Practical Questions	
	Rectification of Errors- Types, Rectification of error traced before preparation of Trial Balance and After preparation of Trial Balance.	Rectification of Errors	PPT, Practical Questions	

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## BBA II (SEMESTER III) COMPANY LAW (BBA-301)

Max. Marks : 100 (70Ext; 30 Int)


Min. Marks: 40(28 Ext;12 Int)

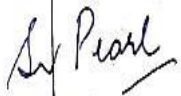
Credit: 04


### COURSE PLAN

SEM III Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I Company: Meaning and Characteristics,	Basic concept of Company form of Business	PPT, Case Studies, Videos	Understand the provision of companies Act 2013 in respect of incorporation.	<u>Knowledge Based</u> -What is One person Company -Name the various Clauses of MOA	Knowledge--50 Understanding-35 Higher Order-15
	Classification of companies. Private Company- Special Privileges, Conversion into Public Company, distinction between private and Public Company. One Person Company- definition, Salient Features, formation, Privileges, Benefits and Limitation.	Types of Companies	PPT, Practical Examples		<u>Understanding Based</u> -Compare the Memorandum and Articles of Association -Classify the various kinds of companies	
	Promotion and Incorporation of companies	Incorporation of Company	PPT, Videos, Examples, Role-Play			
AUGUST	UNIT II Memorandum of Association-Meaning, importance, Contents, alteration of Memorandum.	Preparation of Documents	PPT, Case Studies, Role-Play	Develop the Skill to prepare MOA and AOA.	<u>Higher Order Thinking Skills Based</u>	
	Doctrine of Ultra Vires-Meaning, ultra Vires acts, exception to the doctrine.				-“Company has a separate legal Existence” Explain the statement in light of Saloman v/s Saloman & Co. Limited	
	Articles of Association- Definition, Characteristics, contents, Alteration of Articles, Difference between Memorandum and Articles, Doctrine of Constructive Notice, Doctrine of Indoor Management	Preparation of Documents	PPT, Case Studies, Role-Play		-Memorandum is a charter document of a	



		Prospectus- Meaning, Content, Registration, Provision regarding issue of Prospectus, Abridged Prospectus, Deemed Prospectus, Shelf prospectus, Red herring prospectus.	Prospectus	PPT, Case Studies.		document of a company. Comment.		
	SEPTEMBER-OCTOBER	UNIT III Share capital –Kinds, alteration, reduction and Re-organization.	Share Capital	PPT, Examples	Acquire the Knowledge of Share capital, Its types and Membership of company.			
		Transfer, Nomination and Transmission of Shares. Borrowing powers-Kinds of debentures, Issue of Debentures, Acceptance of Deposits, Charges and	Borrowing Powers of a company	PPT, Examples				
		Charges, Consequence of Non-registration.						
		Shareholders and Members- Meaning , Eligibility of Membership, Distinction between member and Shareholder, Modes of acquiring Membership, Cessation, Rights of Members, liabilities of	Shareholders and Members	PPT, Videos				

  
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## BBA III (SEMESTER V)

### INDUSTRIAL LAW (BBA 505)

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

#### COURSE PLAN

SEM Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT II laws Relating to Industrial Dispute Act: Meaning of Industrial Dispute, Authorities under the Industrial Dispute Act and their duties.	Industrial Dispute	PPT	Interpret the Legislative framework relating to Industrial Disputes.	<u>Knowledge Based</u> -What do you mean by pen down strike. -What is Lockout.	Knowledge--40 Understanding--40 Higher Order--20
	Strike: Meaning, types and their legality: Lockouts, layoffs and Retrenchment.	Types of disputes	PPT, Examples, Videos		<u>Understanding Based</u> -Explain the various Authorities under Industrial Dispute Act.	
AUGUST	UNIT III Workman Compensation Act: objects, scope, employers liability for compensation, obligations and responsibility of an employer.	Law relating to Compensation of Employees	PPT, Examples, Videos	Interpret the Legislative framework relating to Employee Insurance, payment of Bonus, Payment of Wages	-Classify the employees who are eligible for Bonus	
	Employee State Insurance Act: Constitution and functions of employee state	Law relating to Insurance of Employees	PPT, Examples, Videos		<u>Higher Order Thinking Skills Based</u> -Employee Insurance is	



	Insurance Corporation, Employees State Insurance fund, provision relating to contribution.				essential. Comment. -Suppose you visit a factory for inspection of Health and safety of Workers. On what Provisions will you judge the factory.
SEPTEMBER-OCTOBER	Minimum Wages Act and Payment of Wages Act: Importance, Definitions and brief study of the provisions.	Law relating to Payment of Wages	PPT, Examples, Videos	Interpret the Legislative framework relating to Wages, Bonus and Factories	
	Payment of Bonus Act: Object, Scope, Application, Eligibility for Bonus and its payment.	Law relating to payment of Bonus to Employees.	PPT, Examples, Videos		
	The Factories Act: Object, Scope, Definitions, Provisions relating to Health, safety and welfare of the workers, working Hours of Adults and Provisions relating to Employment of women in a Factory.	Law relating to Maintaining of Factories	PPT, Examples, Videos, Questionnaire		

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# B.Com H I (SEMESTER I) BUSINESS LAW (COMH-105)

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

## COURSE PLAN

SEM I Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I The Indian Contract Act 1872: Introduction and General Principles of Contract	Basic Principles of Contract	PPT, Examples	interpret the legislative framework relating to Contracts as per Indian Contract Act, 1872.	<u>Knowledge Based</u> -What is a Quasi Contract -Name the essentials of a valid Contract	Knowledge--60 Understanding-30 Higher Order-10
	Classification of Contracts, Contractual Capacity	Types of Contract	PPT, Examples		<u>Understanding Based</u> -Compare the various kinds of Contracts. -In Case of Breach of Contract What remedies are available to Aggrieved party.	
	Free consent and Consideration.	Principles of Contract	PPT, Case Studies, Examples, Role- Play			
AUGUST	UNIT II The Indian Contract Act 1872: Void Agreement, Contingent Contract	Kinds of Contract	PPT, Case Studies, Examples	describe the essentials of a contract.	<u>Higher Order Thinking Skills Based</u> -Can a minor enter into a contract. Explain the statement in light of Mohri Bibie v/s Dharmodas Case.	
	Performance and Discharge of Contract	Completion of Contract	PPT, Examples, Role-Play			
	Remedies for Breach of Contract, Quasi Contract.	Breach of Contract	PPT, Case Studies, Examples			
	Insolvency and bankruptcy Code 2016	Insolvency and bankruptcy Code 2016	PPT, Examples			
SEPTEMBER- OCTOBER	UNIT III The Indian Contract Act 1872: Contract of Indemnity and Guarantee	Special kind of Contracts.	PPT, Case Studies, Examples, Role- Play	categorize the different kinds of special contracts.	-Mere Silence to a Contract does not result in fraud . Comment	Head Department of Management* Sophia Girls' College (Autonomous) , Ajmer
	Contract of Pledge and Bailment, Agency.	Special kind of Contracts.	PPT, Case Studies, Videos,			

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**B.Com I (SEMESTER I)**  
**BUSINESS LAW (COMI -104)**

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

**COURSE PLAN**

SEM I Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I The Indian Contract Act 1872: Introduction and General Principles of Contract	Basic Principles of Contract	PPT, Examples	interpret the legislative framework relating to Contracts as per Indian Contract Act, 1872.	<u>Knowledge Based</u> -What is a Quasi Contract -Name the essentials of a valid Contract	Knowledge--60 Understanding-30 Higher Order-10
	Classification of Contracts, Contractual Capacity	Types of Contract	PPT, Examples		<u>Understanding Based</u> -Compare the various kinds of Contracts. -In Case of Breach of Contract What remedies are available to Aggrieved party.	
	Free consent and Consideration.	Principles of Contract	PPT, Case Studies, Examples, Role- Play			
AUGUST	UNIT II The Indian Contract Act 1872: Void Agreement, Contingent Contract	Kinds of Contract	PPT, Case Studies, Examples	describe the essentials of a contract.	<u>Higher Order Thinking Skills Based</u> -Can a minor enter into a contract. Explain the statement in light of Mohri Bibie v/s Dharmodas Case. -Mere Silence to a Contract does not result in fraud . Comment	
	Performance and Discharge of Contract	Completion of Contract	PPT, Examples, Role-Play			
	Remedies for Breach of Contract, Quasi Contract.	Breach of Contract	PPT, Case Studies, Examples			
SEPTEMBER- OCTOBER	UNIT III The Indian Contract Act 1872: Contract of Indemnity and Guarantee	Special kind of Contracts.	PPT, Case Studies, Examples, Role- Play	categorize the different kinds of special contracts.		<div align="right">   <b>Head</b>  <b>Department of Management</b>  <b>Sophia Girls' College</b>  <b>(Autonomous), Ajmer</b> </div>
	Contract of Pledge and Bailment, Agency.	Special kind of Contracts.	PPT, Case Studies, Videos, Role-Play			

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## B.Com II (SEMESTER III) COMPANY LAW (COM -303)

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

### COURSE PLAN

SEM III Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I Definition and characteristics of a company	Basic concept of Company form of Business	PPT, Case Studies, Videos	interpret the legislative framework relating to company as per Companies Act 2013.	<u>Knowledge Based</u> -What is One person Company -Name the various Clauses of MOA	Knowledge--50 Understanding--35 Higher Order-15
	Types of companies-Public, Private, One Person, Holding and Subsidiary, Promotion and incorporation of company e-filing with regard to incorporation of company	Types of Companies	PPT, Practical Examples		<u>Understanding Based</u> -Compare the Memorandum and Articles of Association -Classify the various kinds of companies	
	Promotion and incorporation of company e-filing with regard to incorporation of company.	Incorporation of Company	PPT, Videos, Examples, Role-Play		<u>Higher Order Thinking Skills Based</u> -"Company has	
AUGUST	UNIT II Memorandum of Association, Articles of Association, Doctrine of Ultra vires and indoor management.	Preparation of Documents	PPT, Case Studies, Role-Play	prepare the various documents relating to formation of company.		
	Prospectus: statutory	Prospectus	PPT, Case			



	provisions and consequences of misstatement in prospectus, Statement in lieu of prospectus, shelf prospectus, abridged prospectus and red-herring prospectus.		Studies.		a separate legal Existence” Explain the statement in light of Saloman v/s Saloman & Co. Limited	
SEPTEMBER- OCTOBER	UNIT III Meaning and kinds of Shares & share capital, Advance mechanism of issue, Share certificate and share warrant	Share Capital	PPT, Examples	summarize the issue of capital.	-Memorandum is a charter document of a company. Comment.	
	Transfer and Transmission of shares.	Transfer and Transmission of shares.	PPT, Examples			

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# SOPHIA GIRL'S COLLEGE, AJMER (AUTONOMOUS)

M.Com (PREVIOUS)

SEMESTER I (M.COM PREV)

MANAGEMENT ACCOUNTING (MCOM-1.1)

MAX MARKS: 100(70EXT; 30 INT)

MIN. MARKS: 40(28 EXT;12 INT)

## COURSE PLAN

SEM/ Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM I JULY	UNIT I Management Accounting-An Introduction: Nature & Scope, Financial Accounting vs. Cost Accounting vs. Management Accounting; Functions, Techniques, Principles; Scope; Utility; Limitations; Essentials for Success. Management Accountant: Position, Role and Responsibility.	Introduction to Management Accounting	PPT, Examples	Explain the basic Concept of Management Accounting	<u>Knowledge Based</u> -What do you mean by Working Capital is -What is Absorption Costing	Knowledge--25 Understanding-45 Higher Order-30
	Working Capital-Concept, factors affecting working capital requirement, sources of working capital, ascertainment of Working capital requirement.	Working Capital Management	PPT, Practical Questions		<u>Understanding Based</u> -Compare the Marginal and Absorption Costing. -Explain the methods to ascertain working capital.	
AUGUST	UNIT II Marginal Costing and Break even analysis : Marginal Cost; Marginal Costing and Differential Costing Marginal Costing and Absorption Costing;	Marginal Costing	PPT, Practical Questions	Analyze the Break Even Point	<u>Higher Order Thinking Skills Based</u> - Management Accountant play a very crucial	
	Contribution Analysis; Cost – Volume Profit Analysis;	Break Even Analysis	PPT, Practical Questions			



	Different types of Break-even Points and Charts; Advantages and limitations of BE Charts; and Marginal Costing, Applications of BEP in sales and Mix Product Lines.				role in decision making. Comment -Management Accounting is one of the branch of Accounting. Comment and also explain its nature and scope.
	Decisions Involving Alternate Choices: Cost Concepts Associated with Decision making; Evaluation Process; Specific Management Decisions – Make or buy; Expand or buy; Expand or Contract; Change vs. Status Quo;. Retain or Replace; Explaining New Markets; Optimum Product Mix; Adding and Dropping a Product.	Decision Making	PPT, Practical Questions		
SEPTEMBER- OCTOBER  <i>Sr Pearl</i> <b>PRINCIPAL</b> <b>SOPHIA GIRLS' COLLEGE</b> <b>(AUTONOMOUS)</b> <b>AJMER</b>	UNIT III Capital Budgeting Decisions; Nature and Kinds of Capital Budgeting Decisions; techniques of evaluating capital budgeting decisions,	Capital Budgeting	PPT, Practical Questions	Judge the Capital Budgeting Decision of Company	
	Management Reporting System.	Management Reporting System.	PPT	<i>[Signature]</i>	<i>Ba</i> <b>Head</b> <b>Department of Management</b> <b>Sophia Girls' College</b> <b>(Autonomous), Ajmer</b>



**BBA I (SEMESTER II)**  
**Personality Development and General Awareness (BBA 206)**

2019-20

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)


Credit: 04

**COURSE PLAN**

SEM II Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM II DEC	UNIT I <b>Introduction</b> : Meaning and Determinants of Personality- biological, psychological and socio- cultural factors., Misconceptions and clarifications, Need for personality development	Personality Development	PPT, Tests	examine once personality through self awareness and self motivation.	<u>Knowledge Based</u> -What do you mean by Self Awareness. -What is SWOT Analysis.  <u>Understanding Based</u> -Explain the various factors which affect Personality. -Classify the techniques for Self Motivation.  <u>Higher Order Thinking Skills Based</u> -Positive thinking nurtures creativity. Comment. -Suggest few memory techniques you would use for passing Exams	Knowledge--60 Understanding--30 Higher Order--10
	<b>Self-Awareness and Self Motivation:</b> Self analysis through SWOT. Elements of motivation: Seven rules of motivation, Techniques and strategies for self motivation, Motivation checklist and Goal setting based on principle of SMART, Self motivation and life, Importance of self-esteem.	Self Awareness and self Motivation	PPT, Examples, Videos			
JAN	UNIT II <b>Memory and study skills:</b> Definition and importance of memory. Causes of forgetting, How to forget	Memory and study skills	PPT, Examples, Videos	apply memory and study skills.		





	(thought stopping), how to remember (techniques for improving memory). The technique of passing exams-management of examination fear.				
	<b>Power of positive thinking:</b> Nurturing creativity, decision-making and problem solving, Thinking power- seven steps for dealing with doubt, Traits of positive thinkers and high achievers, Goals and techniques for positive thinking, Enhancement of concentration through positive thinking, Practicing a positive life style.	Positive Thinking	PPT, Examples, Videos		
FEB-MARCH	UNIT III <b>General Knowledge and Current Affairs:</b> Regional, national and international events, Geographical, political and historical facts, Information on sports and other recreational activities	Current Affairs	PPT, Examples, Videos 	develop as a positive thinkers.	

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Max. Marks : 100 (70Ext; 30 Int)

## BBA II (SEMESTER IV) QUALITY MANAGEMENT

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

### COURSE PLAN

SEM IV Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM IV DEC	UNIT I Quality Management: meaning, concept, importance and evolution	Quality Management	PPTs	Understand the Concept of Quality and Different Approaches of Quality management .	<u>Knowledge Based</u> -What is Quality Management? -Name the various Gurus of Quality Management.	Knowledge--50 Understanding-35 Higher Order-15
	Gurus and Their Approaches: Japanese (Taguchi, Ishikawa), Early American (Juran, Deming), Modern (Crosby)	Gurus and Their Approaches	PPT		<u>Understanding Based</u> -Compare the approaches of various gurus. -Classify the various kinds of cost of quality.	
	Cost of Quality: Meaning, Categories of Cost of Quality	Cost of Quality	PPT, Videos, Examples.		<u>Higher Order Thinking Skills Based</u> -“Company has to bear a cost for maintaining the quality” Comment. -Comment on	
JAN	UNIT II Tools and Techniques: Kaizen, , DEMAC, PDSA, MUDA/MURI, BPR(Business Process Reengineering) : Definition, Implementation, Approaches, Methodology.	Tools of Quality Management	PPT, Case Studies.	Assess the Different methods of Quality Management .		
	JIT(Just in Time) : Introduction, Prerequisites, Components, Benefits,	Just in time	PPT, Examples			



	Kanban System.				the utility of Quality system standards.	
	Six Sigma : Introduction, DMAIC Process, Advantages, Zero Defect, Benchmarking: Rationale, Approach, Process, Prerequisites, Benefits and obstacles.	Six Sigma	PPT, Case Studies.			
FEB-MARCH	UNIT III Statistical Process Control: Introduction, seven QC tools-Checks Sheet, Pareto chart, Cause and Effect Diagram, Control chart, Histogram, Scatter Dig., Run Chart.	Statistical Process Control	PPT, Charts	Interpret the concept of Quality control and Environmental Management Standards procedure.		
	Quality system Standards- ISO 9001:2000: Scope, Normative Reference, Quality Management System, Management Responsibility, Resource Management, Product Realization, Measurement, Analysis and Improvement Environmental Management Standards: ISO 14000- concepts, requirements and benefits.	Quality system Standards	PPT, Examples			

  
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**BBA II (SEMESTER IV)**  
**FINANCIAL MANAGEMENT (BBA-405)**

Max. Marks : 100 (70Ext; 30 Int)


Min. Marks: 40(28 Ext;12 Int)

Credit: 04

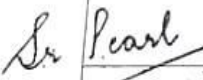
**COURSE PLAN**

SEM IV Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM IV DEC	UNIT I Financial Management: Meaning, Scope, objectives of Financial Management – Profit vs. Wealth Maximization. Financial Management and other Areas of Management --- Liquidity Vs Profitability, Methods of Financial Management, Organization of Finance Function.	Financial Management	PPT, Examples	interpret the concept of financial management and time value of money.	<u>Knowledge Based</u> -What is wealth maximisation. -Name the various sources of finance.  <u>Understanding Based</u> -Compare the various sources of finance. -Explain various models of dividend policy.	Knowledge- <del>50</del> Understanding-35 Higher Order-15
	Sources of Financing: Classification of Sources of Finance, Security Financing, Loan Financing, Project Financing.	Sources of finance	PPT, Examples		<u>Higher Order Thinking Skills Based</u> -Comment on relevance and irrelevance concept of dividend decision. -Wealth maximisation is more appropriate objective of Financial Management then profit maximisation . Comment	
	Concept in Valuation: Time Value of Money, Valuation Concepts, Valuation of Securities viz. Preference shares and Equity Shares.	Valuation	PPT, Numericals			
JAN	UNIT II Capital Structure: Meaning,	Capital Structure	PPT, Numericals	analyze the sources of		



	Structure Theories, Factors Determining Capital Structure, Capital Structure Practices in India.				
	Cost of Capital: Concept, Importance, Classification and Determination of Cost of Capital.	Cost of capital	PPT, Examples, Numerically		
	Leverages: Concept, Types of leverages and their significance.	Leverages	PPT, Numerically		
FEB-MARCH	UNIT III Working Capital Management: Concept, Management of Cash, Management of Inventories, Management of Accounts Receivable and Accounts Payable, over and under Trading, Working capital financing.	Working Capital	PPT, Numerically	assess the Working Capital.	
	Dividend, Bonus and Rights: Dividend Policy, Relevance and Irrelevance Concepts of Dividend, Methods of Dividend policy.	Dividend Decision	PPT, Numerically		
	Capital Budgeting: Concept, Importance And Appraisal Methods: Pay back period, DCF techniques, Accounting rate of return, Capital	Capital Budgeting	PPT, Numerically 		

  
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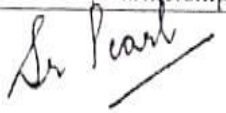
**COURSE PLAN**

SEM II Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM II DEC.	UNIT I Sale of Goods Act 1930: Introduction of Act, Goods and their classification	Sale of Goods Act, 1930	PPT, Charts	interpret the legislative framework relating to sale of goods as per Sale of Goods Act, 1930.	<u>Knowledge Based</u> -What is Auction sale? -What are the rights of a consumer?	Knowledge--60 Understanding-30 Higher Order-10
	conditions and warranties, Doctrine of Caveat Emptor, Passing (transfer) of property (ownership) in goods	Conditions & Warranties	PPT, Case Study, videos		<u>Understanding Based</u> -Compare the various redressal agencies. -Classify the different types of goods.	
	Performance of the contract of sale	Performing the contract of Sale	PPT, Examples			
JAN.	Rights of Unpaid Seller, Auction sale.	Auction Sale	PPT, Examples, Case Study	interpret the legislative framework relating to consumer protection as	<u>Higher Order Thinking Skills Based</u> -Evaluate Doctrine of Caveat Emptor. -Critically Evaluate	
	UNIT II Consumer Protection Act 1986: Introduction of Act, Consumer Rights and Duties,	Consumer Protection Act 1986	PPT, Case Study, videos			
	Consumer Protection	Redressal Agencies	PPT, Case Study			





	Councils, Redressal Agencies, Nature and scope of remedies available to consumers.			per Consumer Protection Act, 1986.	the benefits of LLP over a partnership firm.	
FEB- MARCH	UNIT III Partnership Act 1932: Introduction, Types of Partnership and types of Partners, Rights and duties of Partners.	Partnership Act 1932	PPT	interpret the legislative framework relating to partnership as per Partnership Act, 1932 & LLP Act, 2008.		
	Dissolution of partnership	Dissolution	PPT, Case Study			
	Limited Liability Partnership Act 2008: Meaning, Need, advantages and disadvantages. Difference between Limited liability Partnership & Partnership.	Limited Liability Partnership	PPT, Examples			

  
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**B.Com II (SEMESTER IV)  
COMPANY LAW (COM - 403)**

Max. Marks : 100 (70 Ext, 30 Int)

Min. Marks: 40 (28 Ext, 12 Int)

Credit: 64

**COURSE PLAN**

SEM IV Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM IV DEC.	UNIT I Debentures: Meaning and types of debentures.	Debentures	PPT	Categorize the various kinds of Debentures and Meetings	<u>Knowledge Based</u> -What do you mean by Winding up Company -Name the various kinds of debentures.	Knowledge-50 Understanding-35 Higher Order-15
	Company Meetings: Statutory meeting, Annual General meeting, Extraordinary General meeting. Quorum, Notice, Agenda, Motion and Resolution, and Minutes of company meeting, Methods of voting.	Meetings	PPT, Videos, Examples, Role-Play		<u>Understanding Based</u> -Compare dissolution and winding up of company.	
JAN	UNIT II Company membership: Methods of acquiring membership and termination.	Company Membership	PPT, Case Studies, Role-Play	Compose the Management of Company.	-Classify the various methods of voting.  <u>Higher Order Thinking Skills</u>	



	Company Management: Director, Managing Director and Whole Time Director. Appointment & Retirement of Directors, Disqualifications for Appointment of Director, Rights, Duties and Liabilities of Directors.	Company Management	PPT, Case Studies, Role-Play		<i>Based</i> -Suppose you want to conduct AGM in your Company. What secretarial procedure you would follow to do so.  -Critically evaluate the role of a Company Secretary.	
FEB-MARCH	UNIT III Oppression and Mismanagement: Meaning and prevention.	Oppression and Mismanagement	PPT, Examples	Examine the modes of Winding Up		
	Company Secretary: Role & Need, Appointment, Qualification, Power, Duties & Liabilities.	Company Secretary	PPT, Examples			
	Winding-up of company: Meaning, modes of winding up and functions of Company Liquidator.	Winding-up	PPT, Videos			

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**B.Com II I (SEMESTER II)  
BUSINESS LAW II (COMH-206)**

Max. Marks : 100 (70Ext; 30 Int)

Min. Marks: 40(28 Ext;12 Int)

Credit: 04

**COURSE PLAN**

SEM II Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM II DEC	UNIT I <b>Sale of Goods Act 1930:</b> Introduction of Act, Goods and their classification.	Basic Principles of Sale of Goods Act, 1930	PPT, Examples	Understand the role played by Sale of Goods Act in a business	<u>Knowledge Based</u> -What is auction Sale. -Name the essentials of a valid Contract.	Knowledge--60 Understanding-30 Higher Order-10
	conditions and warranties, Doctrine of Caveat Emptor, Passing (transfer) of property (ownership) in goods.	Conditions and warranties	PPT, Examples		<u>Understanding Based</u> -Compare the various redressal agencies.	
	Performance of the contract of sale, Rights of Unpaid Seller, Auction sale.	Performance of Contract	PPT, Case Studies, Examples, Role-Play		-In Case of Breach of Contract What remedies are available to Unpaid Seller.	
JAN	UNIT II <b>Consumer Protection Act 1986:</b> Introduction of Act, Consumer Rights and Duties, Consumer Protection Councils, Redressal Agencies, Nature and scope	Kinds of Contract	PPT, Case Studies, Examples	describe the essentials of a contract.	<u>Higher Order Thinking Skills Based</u> -Justify Doctrine of Caveat Emptor. -Explain the need of LLP Act, 2008.	
	Creation of Trust: Lawful purpose, Essentials of a trust. Duties & Liabilities of the					

	Trustees, Liability of Trustee, Rights & Powers of the trustee. Disabilities of the trustees. Rights & liabilities of the beneficiary-Doctrine of Tracing., Discharge of a Trustee, Appointment of a trustee by the court, Extinction of Trust Revocation of Trust.						
FEB- MARCH	<b>UNIT III</b> <b>Partnership Act 1932:</b> Introduction, Types of Partnership and types of Partners, Rights and duties of Partners, Dissolution of partnership.	Basic Principles of Partnership Act, 1932	PPT, Case Studies, Examples, Role-Play	Understand the basics of the Society Registration Act and LLP			
	<b>Limited Liability Partnership Act 2008:</b> Meaning, Need, advantages and disadvantages. Difference between Limited liability Partnership & Partnership. Incorporation of LLP.	Basic Principles of Limited Liability Partnership Act, 2008	PPT, Case Studies, Videos, Role-Play				
 <b>PRINCIPAL</b> <b>SOPHIA GIRLS' COLLEGE</b> <b>(AUTONOMOUS)</b> <b>AJMER</b>	<b>Societies Registration Act, 1860:</b> Concept of Society, Memorandum of Association, Incorporation of Society, Liability of Members, Dissolution of Society	Basic Principles of Societies Registration Act, 1860	PPT, Case Studies, Videos, Role-Play 			 <b>Head</b> <b>Department of Management</b> <b>Sophi Girls' College</b> <b>(Autonomous), Ajmer</b>	



**BCA I (SEMESTER II)**  
**MANAGEMENT AND ACCOUNTING (BCA-203)**

Max. Marks : 100 (70Ext, 30 Int)

Min. Marks: 40(28 Ext,12 Int)

Credit: 04

**COURSE PLAN**

SEM II Month	UNIT/TOPIC	Concepts/facts	Teaching Pedagogy	Learning Outcomes	Questions	Marks Weightage (%)
SEM II DEC	UNIT I Introduction to Management Meaning, Definition, Nature, Characteristics, Principles (Fayol's), Functions, skills of a manager. Overview of Management functions.	Management	PPT, Videos, Examples.	Interpret the concept of management, leadership and motivation	<u>Knowledge Based</u> -What is Management? -Name the various styles of Leadership.	Knowledge--50 Understanding-35 Higher Order-15
	Planning: meaning, features, process, advantages & disadvantages, types of plans.	Planning	PPT, Videos, Examples.		<u>Understanding Based</u> -Compare Maslow's and Herzberg theory of motivation. -Classify the various kinds of plans.	
	Leadership (Meaning, Importance, Nature, Styles (Motivational, Power Centered, Supervisory Style), Qualities of a Successful Leader	Leadership	PPT, Videos, Examples.		<u>Higher Order Thinking Skills Based</u> - Critically Evaluate the various accounting Principles.  -Comment on	
JAN	UNIT II Motivation: meaning, nature, importance, Theories of motivation: Maslow's need hierarchy, Herzberg's two factor, MC Gregor's theory.	Motivation	PPT	understand and apply the basic concepts of accounting.		





	Accounting: Definition, concepts, standards, basic accounting, entries, ledger, Trial Balance	Accounting	PPT, Numerically		the utility of Maslow's need hierarchy theory in present scenario	
FEB-MARCH	UNIT III Understanding of final accounts:- Trading, P&CAL Balance sheet with Adjustment entries	Final Accounts	Numerically	summarize the process of accounting		
	Financial statements, ratio analysis (Liquidity and Activity)	Financial Statement Analysis	Numerically			
	Cost accounting – CVP analysis, BEP and P/V graph	Cost Accounting	Numerically			

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