

Lesson Plan

Name of the Assistant/ Associate Professor..... Mamta Rani
 Class and Section..... B. Com IIIrd year VIth Sem
 Subject..... Auditing

Week	Date	Topics
1	1 Jan - 8 Jan	Auditing: Meaning, objectives, Importance
	9 Jan - 16 Jan	Types of Auditing
	17 Jan - 23 Jan	Audit Procedure - Routine checking
2	24 Jan - 31 Jan	Vouching
	1 Feb - 16 Feb	Verification & Valuation of Asset & Liabilities
	17 Feb - 22 Feb	Continue with Valuation of Assets & Liabilities
3	1 March - 9 March	Audit of Public Company: Qualification, Appointment of Company Auditor
	11 March - 18 March	Their Power, Duties and liabilities
	19 March - 26 March	Audit of Depreciation and reserves.
4	27 March - 3 April	Divisible profits & Dividends
	4 April - 12 April	Audit Report and Investigation
	13 April - 20 April	Continue with Audit Report and Investigation
5	22 April onward	Revision

Mamta

Lesson Plan

Name of the Assistant/ Associate Professor..... Mamta Rani
 Class and Section..... B. Com IVth sem
 Subject..... Corporate Law II

Week	Date	Topics
1	1 Jan - 8 Jan	Share and stock, Allotment of share
	9 Jan - 16 Jan	Allotment of share continued, share certificate
2	17 Jan - 24 Jan	Share Warrant, Transfer of shares
	25 Jan - 31 Jan	Transmission of shares
3	1 Feb - 16 Feb	Calls on shares, Forfeiture
	17 Feb - 22 Feb	Surrender and Lien
	1 March - 9 March	Share Capital of company.
	11 March - 18 March	Members and shareholders of a company
4	19 March - 18 March	Company Meeting
	19 March - 26 March	Resolution
	27 March - 3 April	Meeting Procedures or Requisites of valid Meeting
5	4 April - 12 April	Directors: Appointment, Removal, Powers, Duties and liabilities.
	13 April - 30 April	Winding up of the company, Depository system and paperless trading

1 May onward Revision

Mamta

Lesson Plan

Name of the Assistant/ Associate Professor..... Mamta Rani
 Class and Section..... B. Com VI-Sem
 Subject..... Cost Accounting II

Week	Date	Topics
1	1 Jan - 8 Jan	Meaning Uses:- Preparation of Process Accounting Treatment of Normal Wastage, Abnormal effectiveness
	9 Jan - 16 Jan	Treatment of opening and closing stock, Joint Product and By Product.
2	17 Jan - 23 Jan	Main Methods of apportionment of Joint stock Cost, Inter Process Profit.
	24 Jan - 31 Jan	Contract costing:- Meaning, Main Features, Preparation of contract Account.
	1 Feb - 16 Feb	Escalation clause contract near completion, cost plus contract Job and Batch costing
3	17 Feb - 22 Feb	Meaning of Budget and Budgetary Control, Budgetary Control as Mgt tool, limitation Forecast and Budget, Installation of Budgetary Control System.
	1 March - 9 March	Classification of Budget, Fixed & Flexible Budgeting, Performance Budgeting, Zero Base
		Zero Base Budgeting, Responsibility Accounting
4	11 March - 18 March	Zero Base Budgeting, Responsibility Accounting
	19 March - 26 March	Continued with Responsibility accounting
	27 March - 3 April	Standard Costing: Theory
4	April - 12 April	Variance Analysis
5	13 April - 20 April	Absorption Costing and Marginal Costing
	22 April - 30 April	Continue with Marginal Costing
		BEP
	1 May Onward	Revision

Mamta Rani

Lesson Plan

Name of the Assistant/ Associate Professor..... Mamta Rani
 Class and Section..... Accounting for MGT II, B.Com Sem - VI
 Subject.....

Week	Date	Topics
1	1 Jan - 8 Jan	Nature and scope of Financial Management Management of Working Capital
	9 Jan - 16 Jan	Management of W.C. (contd). Mgt of cash and Marketable securities
2	17 Jan - 23 Jan	Mgt of Receivable, Cost of Capital Introduction
	24 Jan - 31 Jan	Cost of Capital
3	1 Feb - 16 Feb	Capitalisation
	17 Feb - 22 Feb	Leverage
	1 March - 9 March	EBIT - EPS analysis
	11 March - 18 March	Capital Structure
4	19 March - 26 March	Capital structure (contd.)
	27 March - 3 April	Dividend Policy
	4 April - 12 April	Dividend Policy (contd.)
5	13 April - 20 April	Revision of Capital Structure
	22 April onward	Revision of whole syllabus

Mamta