Name of the Teacher: **Mr. Deepak Kumar** Class: **M.COM III SEM.**

Subject: **Human Resource Development**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **22-31 July 2017** | Human Resource Development: Concept, goals, scope, principles and functions; approaches to Human Resource Development; Human Resource Management and Human Resource Development | **Group Discussion** |
|  | **01-31 Aug 2017** | Qualities, role and responsibilities of HRD manager; Designing HRD System, organizational effectiveness; HRD strategies; Emerging trends and challenges in HRD. Knowledge Management: meaning and forms of knowledge, meaning, importance, process and tools of knowledge management, barriers to knowledge management | **Case study and Group Discussion** |
|  | **01-30 Sept 2017** | 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 | **Group Discussion** |
|  | **01-31 Oct 2017** | 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; | **Role Play and Oral Discussion** |
|  | **01-13 Nov 2017** | Evaluation of training and development programmes. Organisation health, Organisation climate. | **Role Play and Oral Discussion** |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | Knowledge Management: meaning and forms of knowledge, meaning, importance, process and tools of knowledge management, barriers . |
| **Assignment 2** | Employee Socialization |
| **Class Test** | 1. Knowledge Management 2. Employee Socialization and Orientation 3. Benefits and techniques of role analysis |

Name of the Teacher: **Mr. Deepak Kumar** Class: **M.COM III SEM.**

Subject: **Retail Management**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **22-31 July 2017** | Retailing: Concept, Characteristics, importance and functions; Theories of retailing: Retailing in India | **Group Discussion** |
|  | **01-31 Aug 2017** | Strategic Planning in retailing; Planning for global retailing. Retailing Formats: Classifying retail institutions according to ownership, store based and non-store based retail organizations. Planning location of retail institution; Trading area analysis, deciding the most desirable type of location, choice of a general location, choosing and evaluating a particular site. | **Case study and Group Discussion** |
|  | **01-30 Sept 2017** | Customer Service: Concept and importance, developing service strategy; service qualitydimensions and GAPS model; Retailing customers. Financial management in retailing: Sources of finance, FDI in retail; |  |
|  | **01-31 Oct 2017** | analysis of financial and operational performance, retail audit. | **Group Discussion** |
|  | **01-13 Nov 2017** | Applications of information technology in retailing; Social, ethical and legal aspects in retailing | **Role Play and Oral Discussion** |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | Retailing: Concept, Characteristics, importance and functions |
| **Assignment 2** | Applications of information technology in retailing; HRM in Retail. |
| **Class Test** | 1. **Role of IT in Retail** 2. **GAPS MODEL** |

Name of the Teacher: **Mr. Deepak Kumar** Class: **M.COM III SEM.**

Subject: **ADVANCED FINANCIAL MANAGEMENT**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **22-31 July 2017** | Dividend Decisions: Types & determinants of dividend decisions, Dividend models, corporate dividend practices in India. | **Group Discussion** |
|  | **01-31 Aug 2017** | Capital Structure Decisions: Concept & importance, Determinants of capital structure, theories of capital structure, optimum capital structure, financial indifference point; Leverage: Operating, financial & combined leverage, EBIT-EPS analysis | **Case study and Group Discussion** |
|  | **01-30 Sept 2017** | Corporate Restructuring: Need and broad areas of corporate restructuring, objectives, techniques of corporate restructuring. Mergers & Takeover: Types & objectives | **Group Discussion** |
|  | **01-31 Oct 2017** | legal and procedural aspect of mergers and takeover process, valuation & financing of mergers & acquisitions, post merger-problems & reorganization, taxation and financial aspects of mergers, takeover defences.  An overview of mergers & takeovers in India. Financial Restructuring: Need & steps in financial restructuring, | **Role Play and Oral Discussion** |
|  | **01-13 Nov 2017** | reorganization of capital, buyback of shares-concept, necessity and procedure. Financial management of sick units. | **Role Play and Oral Discussion** |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | **Dividend Models** |
| **Assignment 2** | **Corporate Restructuring and Financial Restructuring** |
| **Class Test** | **Corporate Restructuring** |

Name of the Teacher: **Mr. Deepak Kumar** Class: **M.COM I SEM.**

Subject: **COMPANY LAW**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **26-31 July 2017** | Company Law: History and administration; Meaning, | **Group Discussion** |
|  | **01-31 Aug 2017** | Characteristics & types of companies;  Promotion and incorporation of companies; Memorandum of Association: clauses and procedure for alteration, Doctrine of Ultra Vires | **Case study and Group Discussion** |
|  | **01-30 Sept 2017** | Articles of Association: Adoption of Table A, Doctrine of indoor management, Prospectus: Powers of SEBI, contents and liability for misleading statements.  Share Capital: provisions regarding issue, allotment and transfer of shares, buy back of shares, Membership | **Group Discussion** |
|  | **01-31 Oct 2017** | Borrowing powers, mortgages and charges. Directors: appointment, powers and legal position;  Company meetings- kinds, quorum, voting, resolutions, minutes. Reconstruction and Amalgamation | **Role Play and Oral Discussion** |
|  | **01-13 Nov 2017** | Prevention of oppression and mismanagement, Winding up of companies. | **Role Play and Oral Discussion** |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | **TYPES OF COMPANIES, CORPORATE VEIL** |
| **Assignment 2** | **COMPANY MANAGEMENT AND ADMINISTRATION** |
| **Class Test** | **M.O.A, PROSPECTUS, INCORPORATION OF COMPANY** |