***LESSON PLAN***

**Name of the Assistant Professor**: Ms. Supriya Yadav

**Department**: Management

**Lesson Plan**: 16 weeks (July-Nov. 2018)

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| **Week** | **Date** | **BBA (1st sem**)**Principles of business accounting** | **BBA (3rd sem)****Business statistics-I** | **BBA (3rd sem)****Micro business enviornment** | **BBA (5th sem)****Principles of banking** |
| 1st  | 16-21 july | Acconting nature, scope, objectives, as information system | Introduction to statistics, collection of data  | Introduction to business environment and components | Introduction to indian banking  |
| 2nd  | 23-28 july | Internal and external users of accounting, GAAP vs FSAB | Classification and presentation of data  | Economic, social and political environment  | Bank concept, classification, objectives, functions  |
| 3rd  | 30 july-4 august | Accounting equation | Measure of central tendency | Risk in business environment, economic systems and its types | Bank management, cocept, importance |
| 4th  | 6-11 august | Accounting equation | Measure of central tendency | Economic planning in india  | Banking regulation Act 1949 |
| 5th  | 13-18 august | Acconting cocepts and conventions, capital and revenue expenditure | Measure of dispersion | Economic role of government  | Banking regulation act 1949 |
| 6th  | 20-25 august | Principles of financial accounts, double entry system | Measure of dispersion | Social responsibility of business  | RBI Act 1934 |
| 7th  | 27 august-1 september | Journal  | Measure of skewness | Professionalization of business  | RBI Act 1934 |
| 8th  | 3-8 september | Ledger  | Index number- I | Business ethics  | Functions of RBI |
| 9th  | 10-15 september | Trial balance  | Index number-I | Competitive environment of business | Central bank functions |
| 10th  | 17-22 september | Rectification of errors | Index number\_II | MRTP Act | Various forms of banking |
| 11th  | 24-29 september | Rectification of errors  | Index number\_II | Competition Act | Banking reforms in india |
| 12th  | 1-6 october | Financial statements  | Sampling and sampling methods | Revision  | Bank customer relationships, payment and collection of cheques |
| 13th  | 8-13 october | Financial statements with adjustments | Business forecasting and methods | Revision  | Special services rendered by banks, priority sector lending |
| 14th  | 15-20 october | Financial statement with adjustments | Moments and measure of kurtosis | Revision  | Banking technology |
| 15th  | 22-27 october | Revision  | Revision  | Revision  | Revision  |
| 16th  | 29october-3 november | Revision  | Revision  | Revision  | Revision  |