Name of the Teacher: Ms. Anupam

Subject- Commerce

Lesson Plan- Weekly (July- Nov 2018)

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| **Month** | **Week** | **M.Com IT – I**  **Advance Statistics** | **M.Com IT – II**  **Security and Investment Analysis** | **M.Com Gen – II**  **Human Resource Development** | **B- Voc BPO –III**  **Financial Management** |
| July | 4th | Univariate Analysis: Measures of Central tendency, Moments, Dispersion | Introduction to Investment analysis: Nature & scope of investment analysis; approaches to investment analysis, investment process. | Human Resource Development: Concept, goals, scope, principles and functions | Financial Management: Nature, significance, scope and objectives of financial management. |
| Aug | 1st | Univariate Analysis: Measures of Central tendency, Moments, Dispersion | Securities return and risk analysis: systematic & non systematic risk. Default risk, foreign exchange risk, interest rate risk, purchasing power risk, | Approaches to Human Resource Development; Human Resource Management and Human Resource Development; | Financial Management: Nature, significance, scope and objectives of financial management |
| 2nd | Univariate Analysis: Measures of Central tendency, Moments, Dispersion | Primary market, Secondary market; Primary market: role, functions & methods of selling securities in primary market; | Qualities, role and responsibilities of HRD manager | Functions of finance executive in an organization, functional areas of financial management, changing role of financial management in India. |
| 3rd | Correlation and Regression analysis- partial and multiple. | Primary market: SEBI guidelines on public issue. | Knowledge Management: meaning and forms of knowledge, meaning, importance, process and tools of knowledge management | Capitalization, over and under-capitalization |
| 4th | Correlation and Regression analysis- partial and multiple. | Secondary market: Role, trading mechanism, listing of securities on stock exchange, Linkage of Primary & Secondary markets. | Knowledge Management: process and tools of knowledge management, barriers to knowledge management; | sources of finance- short-term, medium term and long term |
| Sep | 1st | Sampling: probability and non probability methods, sampling and non sampling errors, precision and accuracy, efficiency of sampling methods, | Secondary market: Importance, trading mechanism, listing of securities on stock exchange, Linkage of Primary & Secondary markets. | Learning and HRD: meaning, principles, process and theories of learning, learning styles and strategies | Working Capital Management: need, types & determinants, assessment of working capital requirements; management of cash, inventory & receivables. |
| 2nd | Sampling: law of large numbers, central limit theorem and sampling distributions. | Depository: role & functions, Depositories Act, 1996 | Learning and HRD: meaning, principles, process and theories of learning, learning styles and strategies | Working Capital : assessment of working capital requirements; management of cash, inventory & receivables. |
| 3rd | Statistical Decision Theory: Decision environment, Expected profit under certainty, risk and uncertainty, Utility theory. | fundamental analysis: Economic, Industry and Company Analysis | Employee Socialization and Orientation: concept, categories and content of learning in socialization, socialization approaches; | Capital structure decisions: meaning, and determinants of capital structure; theories of capital structure |
| 4th | Probability Theory: Concept of probability, classical probability, relative frequency probability, and subjective probability, Addition and multiplication rules of probability, Baye’s theorem. | Valuation of securities, bonds, debentures, preference shares & equity shares Efficient Market Hypothesis: Random Walk Theory, Weak , Semi Strong and Strong Form | Assessing HRD needs; Designing Training and Development programme; Implementation of training and development programmes; Evaluation of training and development programmes | Dividend decisions: meaning forms and importance of dividends, types of dividend policy, determinants of dividend policy and theory of relevance and irrelevance of dividends. |
| Oct | 1st | Probability Theory: Concept of probability, definitions subjective probability, Addition rule | Efficient Market Hypothesis: Random Walk Theory, Weak , Semi Strong and Strong Form | Role analysis for HRD: concept of role and role analysis, benefits and techniques. | Cost of Capital: significance, computation of cost of debt, equity & preference share capital and retained earnings, |
| 2nd | Probability Theory:, Addition and multiplication rules of probability, Baye’s theorem. | Efficient Market Hypothesis: Random Walk Theory, Weak form, Semi Strong and Strong Form | Role analysis for HRD: Competency Mapping: meaning, need and methodology; development of competency set | Capital Budgeting Decisions: Nature & importance, factors influencing capital expenditure decisions, techniques of capital budgeting. |
| 3rd | Probability Distributions: Binomial, Poisson, and normal distribution and their application to business. | Technical Analysis | Organisation health, Organisation climate, Emerging trends and challenges in HRD. | Capital Budgeting Decisions: Nature & importance, factors influencing capital expenditure decisions, techniques of capital budgeting. |
| 4th | Probability Distributions: Binomial, and Poisson, distribution | Technical Analysis | Designing HRD System, organizational effectiveness | Financial planning and forecasting-need & drafting a financial plan |
| Nov | 1st | Probability Distributions: normal distribution and their application to business. | Revision | HRD Strategies | Functions of finance executive in an organization, functional areas of financial management, changing role of financial management in India. |
| 2nd | Holidays | Holidays | Holidays | Holidays |
| 3rd | Revision | Revision | Revision | Revision |