

TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= NISHA BIDAWATKA

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=BUSINESS COMMUNICATION

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | Concept of Communication, Channels and Objectives of Communication, Methods and Modes of Communication. | Method of explanation Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Problems in Communication /Barriers to Communication, Listening Skills, Introduction to Business Ethics. | Method of explanation Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Theory of Business Letter Writing, Personnel Correspondence. | Method of explanation Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Commercial Terms used in Business Communication Paragraph Writing: Activities | Method of explanation Discussion Question answers PPT |

SUBJECT IN-CHARGE

Vandana Ladha

PROGRAMME CO-ORDINATOR

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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= SADHANA SHARMA

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=BUSINESS ECONOMICS

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | Scope and Importance of Business Economics | Method of explanation Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Demand Function Demand estimation and forecasting | Method of explanation Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Production function Cost concepts | Method of explanation Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Short run and long run equilibrium of a competitive firm and of industry, Cost oriented pricing methods | Method of explanation Discussion Question answers PPT |



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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= MAYUR SHAH

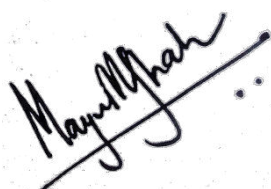
DEPARTMENT= BAF

CLASS= FYBAF

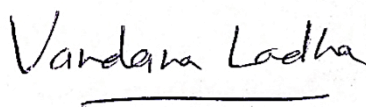
SUBJECT=BUSINESS ENVIRONMENT

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | a) Business Objectives b) Environmental Analysis | Method of explanation Discussion Question answers PPT |
| 3. | august | 4 lectures per week | a) Business Ethics b) Development of Business Entrepreneurship c) Consumerism and Consumer Protection | Method of explanation Discussion Question answers PPT |
| 4. | September | 4 lectures per week | a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit | Method of explanation Discussion Question answers PPT |
| 5. | October | 4 lectures per week | a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries | Method of explanation Discussion Question answers PPT |



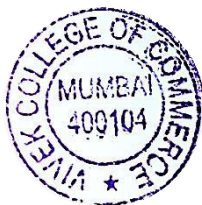
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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=COST ACCOUNTING

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | Evolution, Objectives and Scope of Cost Accounting, Importance and Advantages, Difference between Cost Accounting and Financial Accounting, Limitations of Financial Accounting, Definitions: Cost, Costing and Cost Accounting, Classification of Cost on Different Bases, Cost Allocation and Apportionment, Coding System, Essentials of Good Costing System | Method of explanation and solving sums Discussion Question answers |
| 3. | august | 4 lectures per week | Material Cost: The Concept, Material Control Procedure, Documentation, Stock Ledger, Bin Card, Stock Levels, Economic Order Quantity (EOQ) | Method of explanation and solving sums Discussion Question answers |
| 4. | September | 4 lectures per week | Labour Cost: The Concept, Composition of Labour Cost, Labour Cost Records, Overtime / Idle Time / Incentive Schemes | Method of explanation and solving sums Discussion Question answers |
| 5. | October | 4 lectures per week | Overheads: The Concept, Classification of overheads on different bases, Apportionment and Absorption of Overheads | Method of explanation and solving sums Discussion Question answers |

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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE DEEPAK NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FINANCIAL ACCOUNTING

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | AS-1 disclosure of accounting policy AS-2 valuation of stock AS-9 revenue recognition FIFO and weighted average method Valuation of stock on and after balance sheet date | Method of explanation and solving sums Discussion Question answers |
| 3. | august | 4 lectures per week | Capital and revenue expenditure and income Final accounts of manufacturing concern Revision for internal exam | Method of explanation and solving sums Discussion Question answers |
| 4. | September | 4 lectures per week | Departmental accounting Allocation of expenses and incomes Departmental trading and P & L account and balance sheet | Method of explanation and solving sums Discussion Question answers |
| 5. | October | 4 lectures per week | Hire purchase account and revision | Method of explanation and solving sums Discussion Question answers |

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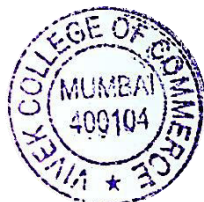
SUBJECT IN-CHARGE

Vandana Ladha

PROGRAMME CO-ORDINATOR

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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE DEEPAK NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FINANCIAL MANAGEMENT

SEM 1

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|--|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | Introduction to financial management Scope importance and objectives of financial management Profit and wealth maximization Time value of money, Future value, Present value, Annuity Discounting and compounding techniques | Method of explanation and solving sums Discussion Question answers |
| 3. | august | 4 lectures per week | Leverage Operating financial and composite leverage EBIT-EPS analysis | Method of explanation and solving sums Discussion Question answers |
| 4. | September | 4 lectures per week | Types of finance Long term short term, medium term finance Cost of capital | Method of explanation and solving sums Discussion Question answers |
| 5. | October | 4 lectures per week | Weighted average cost of capital Marginal cost of capital Cost of debenture Cost of equity and preference shares revision | Method of explanation and solving sums Discussion Question answers |

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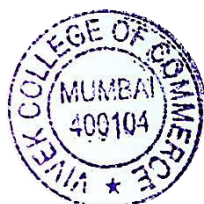
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TEACHING PLANNER 2019-2020 (SEM I)

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER=LUBINA GONSALVES

DEPARTMENT= BAF

CLASS= FYBAF

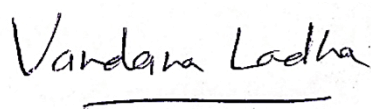
SUBJECT=FOUNDATION COURSE

SEM 1

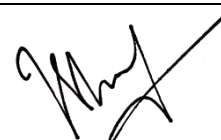
| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|---|
| 1. | June | | | - |
| 2 | July | 4 lectures per week | Understand the multi-cultural diversity of Indian society through its demographic composition, linguistic diversity, rural, urban and tribal characteristics | Method of explanation and Discussion Question answers PPT Videos |
| 3. | august | 4 lectures per week | Understand the concept of disparity, violence against women, portrayal of women in media; and physical and mental disabilities | Method of explanation and Discussion Question answers PPT Videos |
| 4. | September | 4 lectures per week | Caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; | Method of explanation and Discussion Question answers PPT Videos |
| 5. | October | 4 lectures per week | The structure of the Constitution-the Preamble, Fundamental Duties of the Indian Citizen, The party system in Indian politics; Role and significance of women in politics | Method of explanation and Discussion Question answers PPT |



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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Akshata Pai

Department: BAF

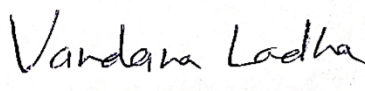
Class: SY

Subject: Financial Accounting III

| Sr.No. | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|---|----------------------------|
| 1 | June | 4 lectures per week | Simple final accounts questions to demonstrate the effect on final Accounts when a partner is admitted during the year or when partner Retires / dies during the year Ascertainment of gross profit prior to and after admission/retirement / death | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Excess Capital Method Only Asset taken over by a partner Treatment of past profits or past losses in the Balance sheet Contingent liabilities / Realization expenses/amount kept aside for expenses and adjustment of actual | Classroom lecture, HW sums |
| 3 | August | 4 lectures per week | Realization method only Calculation of purchase consideration Journal/ledger accounts of old firms Preparing Balance sheet of new firm Adjustment of goodwill in the new firm | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per week | Realization method only Calculation of New Purchase consideration, Journal / Ledger Accounts of old firms. | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures per week | In relation to purchase and sale of goods, services and assets and loan and credit transactions. | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Vandana Ladha

Department: BAF

Class: SY

Subject: Cost Accounting

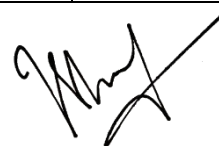
| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|---|----------------------------|
| 1 | June | 4 lectures per week | Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Problems on preparation of cost sheet & Estimated Cost sheet | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Practical problems based on reconciliation of cost and Financial accounts | Classroom lecture, HW sums |
| 3 | August | 4 lectures per week | Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Escalation clause, practical problems | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per week | Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit Practical problems Process Costing and joint and by products | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures per week | revision | Classroom Lectures |

Vandana Ladha

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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Vandana Ladha

Department: BAF

Class: SY

Subject: Auditing

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|--|-------------------------------------|
| 1 | June | 4 lectures per week | Audit of Income : Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received | Classroom lecture, Question answers |
| 2 | July | 4 lectures per week | Audit of assets : Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, Patent Rights 2.2 Audit of Liabilities: Outstanding Expenses, Accounts Payable, | Classroom lecture, Question answers |
| 3 | August | 4 lectures per week | Meaning Procedure of issuing Auditing Standards in India Brief overview of Auditing Standards in India Scope of SAs Significance | Classroom lecture, Question answers |
| 4 | Sept | 4 lectures per week | Qualifications, Disqualifications, Appointments, Reappointment, Removal of auditors. Special auditors Branch auditors Rights and duties of company auditors | Classroom lecture, Question answers |
| 5 | Oct | 4 lectures per week | revision | Classroom lecture, Question answers |

Vandana Ladha

Vandana Ladha



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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Sukanya Sawant

Department: BAF

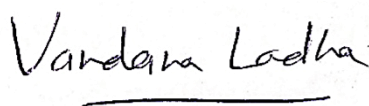
Class: SY

Subject: Information Technology

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|--|-----------------------|
| 1 | June | 4 lectures per week | History of Computers Parts of Computers Hardware, Specifications and Data Storage Management Softwares, Concept of System Software and Applications Networking | Classroom lecture, HW |
| 2 | July | 4 lectures per week | MS Word, Set-up MS Excel, Set-up Power Point, Use of Tools in Accounting :- Preparation of vouchers, invoices and reports, Calculation of Interest, Depreciation, TDS, Salary, Taxes | Classroom lecture, HW |
| 3 | August | 4 lectures per week | Use of Various Web Browser Information Searching Tools Downloading Create New email ID Sending Data through email | Classroom lecture, HW |
| 4 | Sept | 4 lectures per week | Introduction – Internet components, e-commerce applications – Electronic Data Exchange – Extranet – Payment systems – Risks and security considerations | Classroom lecture, HW |
| 5 | Oct | 4 lectures per week | Meaning, Advantages and Limitations of E Commerce, Value chains, Infrastructure for Electronic Commerce Web Based Tools for Electronic Commerce | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Sharvari Talashilkar

Department: BAF

Class: SY

Subject: Foundation Course III (FMO)

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|--|----------------------------|
| 1 | June | 4 lectures per week | Saving and Investment Money, Inflation and Interest Banking and Non-Banking Financial Intermediaries | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Financial Markets: Introduction and meaning, Structure of Financial Market in India Capital Market, Primary Market System and Regulations in India, Secondary Market System Bond Market in India | Classroom lecture, HW sums |
| 3 | August | 4 lectures per week | Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per week | Merchant Banking : Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures per week | Revision | Classroom Lectures |

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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

Name of Teacher: Anuja Narvankar

Department: BAF

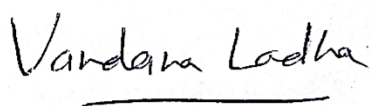
Class: SY

Subject: Business Law

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|---|-----------------------|
| 1 | June | 4 lectures per week | a) Concept of Partnership - Partnership and Company - Test for determination of existence for partnership - Kinds of partnership b) Registration and effects of non-registration of Partnership c) Rights and Duties of Partners d) Authority and Liability of partners e) Admission, Retirement and Expulsion of Partner | Classroom lecture, HW |
| 2 | July | 4 lectures per week | a) Nature of Limited Liability Partnership b) Incorporation of Limited Liability Partnership c) Extent and Limitation of Liability of Limited Liability Partnership and Partners | Classroom lecture, HW |
| 3 | August | 4 lectures per week | Contributions & Conversion into Limited Liability Partnership | Classroom lecture, HW |
| 4 | Sept | 4 lectures per week | a) Definitions • Section 2 (k) – Manufacturing Process, • Section 2 (l) – Workers • Section 2 (m) – Factory b) Provisions pertaining to i. Health- Section 11 to Section 20 ii. Safety- Section 21 to Section 41 | Classroom lecture, HW |
| 5 | Oct | 4 lectures per week | Revision | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM III)

Vivek College of Commerce

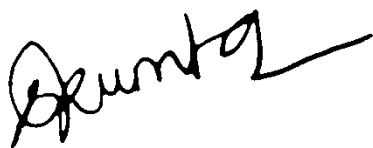
Name of Teacher: Sangeeta Kumta

Department: BAF

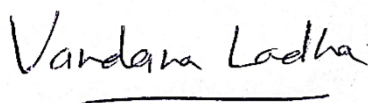
Class: SY

Subject: Business Economics

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|---------------------|---|----------------------------|
| 1 | June | 4 lectures per week | Macroeconomics, Circular flow of aggregate income and expenditure, closed and open economy models The Measurement of National Product, Green GNP and NNP concepts -National Income and Economic Welfare. Trade Cycles | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Money Supply, Factors influencing Velocity of Circulation of Money Demand for Money, Classical and Keynesian approaches and other theories. | Classroom lecture, HW sums |
| 3 | August | 4 lectures per week | Meaning and Scope of Public finance. Major fiscal functions, Principle of Maximum Social Advantage: Dalton and Musgrave Views - the Principle in Practice, Limitations. | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per week | Sources of Public Revenue, Types of taxes, Economic Effects of taxation: on Income and Wealth, Consumption, Savings, Investments and Production. Theories of Public Expenditure | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures per week | Fiscal Policy. Contra cyclical Fiscal Policy and Discretionary Fiscal Policy, Finance Budget | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

Name of Teacher: Niral Shah

Department: BAF

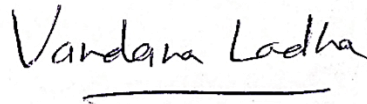
Class: TY

Subject: Cost Accounting III

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|----------------------------|
| 1 | June | 4 lectures per week | Meaning of operating costing, cost units, sums of transport cos, hotels, hospitals | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Meaning and definition of non-integrated accounting, practical sums of non-integrated | Classroom lecture, HW sums |
| 3 | August | 4 lectures per month | Meaning and definition of integrated accounting, sums of integrated | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per month | Meaning of process costing, sums on inter process profit, valuation of WIP, equivalent units | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Theory of Uniform costing, Inter firm comparison, Emerging markets, Objectives of the whole syllabus | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

Name of Teacher: Akshata Pai

Department: BAF

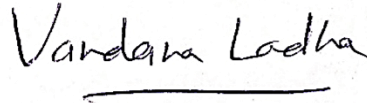
Class: TY

Subject: Financial Accounting V

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|----------------------------|
| 1 | June | 4 lectures per week | Internal reco, Buy back of shares | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Buy back of shares, liquidation of cos | Classroom lecture, HW sums |
| 3 | August | 4 lectures per month | Liquidation of cos, underwriting of shares and debentures | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per week | Underwriting of shares and debentures, AS-14 Amalgamation, absorption & External Reco | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Amalgamation, absorption, external reco, objectives of the whole syllabus, theory of all chapters | Classroom lecture, HW sums |



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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

Name of Teacher: Mosamee Varma

Department: BAF

Class: TY

Subject: Management Applications

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-----------------------|
| 1 | June | 4 lectures per week | 4 Ps of Marketing Product Management, Product Development Strategies, Price Management, Factors Governing Distribution Decisions, Promotion Management, Promotion Strategies | Classroom lecture, HW |
| 2 | July | 4 lectures per week | Production Management, Production vs. Productivity, Measurement of Productivity, Productivity Movement in India, Quality Management – TQM – Quality Circles – ISO 9000/14000 Inventory Management. | Classroom lecture, HW |
| 3 | August | 4 lectures per month | Human Resource Planning, Human Resource Management and Human Resource Development, Process of Human Resource Planning Scope, Methods, Performance Appraisal, Modern Methods of Appraisal – Self Appraisal – 3600 Appraisal | Classroom lecture, HW |
| 4 | Sept | 4 lectures per week | Financial Management – Functions, Short-term and Long-term Sources of Finance, Capital Market, Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options, Case studies based on the above topics | Classroom lecture, HW |
| 5 | Oct | 4 lectures for 2 weeks | Revision | Classroom lecture, HW |

Mosamee Varma

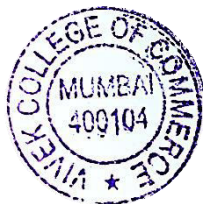
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Vandana Ladha

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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

Name of Teacher: Vinay Tiwari

Department: BAF

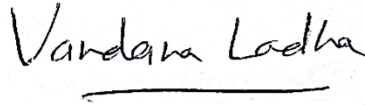
Class: TY

Subject: Taxation IV

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Basis of tax Introduction of gst Cgst act | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Negative list of gst Gst rate sch | Classroom lecture, HW sums |
| 3 | August | 4 lectures per month | Concept of supply Place, time , value of supply | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per month | Tax invoice, credit and debit notes | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Input tax credit registration | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

Name of Teacher: Kinjal Sanghvi

Department: BAF

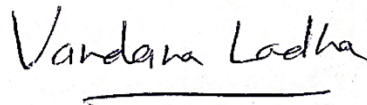
Class: TY

Subject: Financial Management

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Strategic financial mngt Fin planning Wealth maximization | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Capital budgeting ARR Capital rationing Risk analysis | Classroom lecture, HW sums |
| 3 | August | 4 lectures per month | Capital structure theory MM approach Walter and gorden model | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per month | Mutual fund and bond valuation YTM | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | CREDIT MNGT Credit policy | Classroom Lectures |



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TEACHING PLANNER 2019-2020 (SEM V)

Vivek College of Commerce

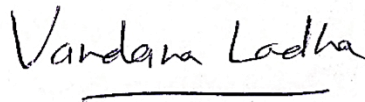
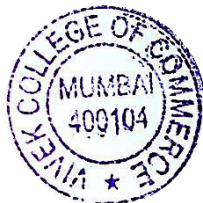
Name of Teacher: Niral Shah

Department: BAF

Class: TY

Subject: Financial Accounting VI

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|----------------------------|
| 1 | June | 4 lectures per week | Legal provision in Banking Regulation Act, 1949, Statutory reserves including Cash Reserve and Statutory Liquidity Ratio. Bill purchase and discounted, rebate of bill discounted. Final Accounts in prescribed form | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | General Insurance – Various types, Final Accounts in a prescribed form. Revenue Statement – Form B – RA, Profit / Loss Account – Form B – PL and Balance Sheet Form B – BS. | Classroom lecture, HW sums |
| 3 | August | 4 lectures per month | For shares (variable income bearing securities) For debentures/Preference. shares (fixed income bearing securities) Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). | Classroom lecture, HW sums |
| 4 | Sept | 4 lectures per month | In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences | Classroom lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Conversion of partnership business into Limited Liability Partnership Final accounts | Classroom Lectures |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=AUDITING

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|---|
| 1. | NOVEMBER | | | - |
| 2 | DECEMBER | 4 lectures per week | Financial Statements, Users of Financial Information, Definitions, Objectives of Auditing, Expression of Opinion, Detection of Frauds and Errors, Limitations of Audit, Errors and Frauds, Principles & Types of Audit, Accounting Concepts Relevant to Auditing | Method of explanation and Discussion Question answers PPT |
| 3. | JANUARY | 4 lectures per week | Audit Planning, Audit Programme, Audit working Papers, Audit Notebook | Method of explanation and Discussion Question answers PPT |
| 4. | FEBRUARY | 4 lectures per week | Test Check, Audit Sampling, Internal Control | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Internal Audit, Objectives, Evaluation of Internal Audit by Statutory Auditor, Usefulness of Internal Audit Internal Audit Vs External Audit, Internal Checks Vs Internal Audit | Method of explanation and Discussion Question answers PPT |
| 6 | APRIL | 4 lectures per week | REVISION | Method of explanation and Discussion Question answers PPT |

Vandana Ladha

SUBJECT IN-CHARGE

Vandana Ladha

PROGRAMME CO-ORDINATOR

[Signature]

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TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= NISHA B.
DEPARTMENT= BAF
CLASS= FYBAF
SUBJECT=BUSINESS COMMUNICATION

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | NOVEMBER | | | - |
| 2 | DECEMBER | 4 lectures per week | Effective Presentation, OHP, How to make a Power-Point Presentation | Method of explanation and Discussion Question answers PPT |
| 3. | JANUARY | 4 lectures per week | Interviews, Meetings, Conference, Public Relations. | Method of explanation and Discussion Question answers PPT |
| 4. | FEBRUARY | 4 lectures per week | Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, Letters under Right to Information (RTI) Act | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Reports & Summarisation | Method of explanation and Discussion Question answers PPT |
| 6 | APRIL | 4 lectures per week | Revision | Method of explanation and Discussion Question answers PPT |



SUBJECT IN-CHARGE

Vandana Ladhia

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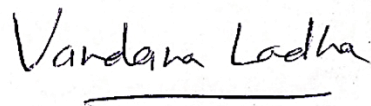


TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE NARVEKAR**DEPARTMENT= BAF****CLASS= FYBAF****SUBJECT=Business Mathematics**

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|--|
| 1. | NOVEMBER | | | - |
| 2 | DECEMBER | 4 lectures per week | Ratio, Proportion, Percentage | Method of explanation and solving sums Discussion Question answers |
| 3. | JANUARY | 4 lectures per week | Terms and formulae, Trade discount, Cash discount, problems on commission and brokerage | Method of explanation and solving sums Discussion Question answers |
| 4. | FEBRUARY | 4 lectures per week | Simple interest, compound interest, Equated monthly instalments, Annuity immediate- present value and future value, | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Shares & Mutual Fund | Method of explanation and solving sums Discussion Question answers |
| 6 | APRIL | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers |

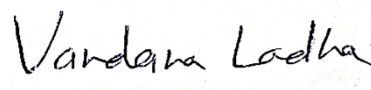
**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER=TANVEE NARVEKAR**DEPARTMENT= BAF****CLASS= FYBAF****SUBJECT=FIN. ACCOUNTING**

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|--|
| 1. | NOVEMBER | | | |
| 2 | DECEMBER | 4 lectures per week | Preparation of Final Accounts of Proprietary Trading Concern. | Method of explanation and solving sums Discussion Question answers |
| 3. | JANUARY | 4 lectures per week | Accounting for Consignment Transactions, Valuation of Stock | Method of explanation and solving sums Discussion Question answers |
| 4. | FEBRUARY | 4 lectures per week | Accounting for Dependent Branch Not Maintaining Full Books, Debtors Method Stock and Debtors Method | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Computation of Loss of Stock by Fire, Ascertainment of Claim as per the Insurance Policy | Method of explanation and solving sums Discussion Question answers |
| 6 | APRIL | 4 lectures per week | Revision | Method of explanation and solving sums Discussion Question answers |

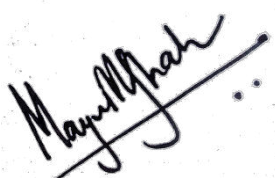
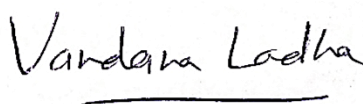
**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= MAYUR SHAH**DEPARTMENT= BAF****CLASS= FYBAF****SUBJECT=FOUNDATION COURSE**

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | NOVEMBER | | | |
| 2 | DECEMBER | 4 lectures per week | Liberalization, privatization and globalization; Growth of information technology and communication, increasing migration; increase in farmers' suicides. | Method of explanation and Discussion Question answers PPT Videos |
| 3. | JANUARY | 4 lectures per week | Concept of Human Rights; The Universal Declaration of Human Rights | Method of explanation and Discussion Question answers PPT Videos |
| 4. | FEBRUARY | 4 lectures per week | Importance of Environment Studies in the current developmental context; Environmental Degradation, Sustainable development | Method of explanation and Discussion Question answers PPT Videos |
| 5. | MARCH | 4 lectures per week | Causes of stress and conflict Aggression and violence, Maslow's theory of self-actualisation; Conflict-resolution. | Method of explanation and Discussion Question answers PPT Videos |
| 6 | APRIL | 4 lectures per week | Revision | Method of explanation and Discussion Question answers PPT Videos |

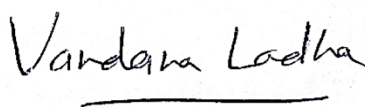
**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= ANUJA V.**DEPARTMENT= BAF****CLASS= FYBAF****SUBJECT=BUSINESS LAW**

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|---|
| 1. | NOVEMBER | | | |
| 2 | DECEMBER | 4 lectures per week | Nature of Contract Classification of Contracts Offer and Acceptance, Discharge of Contract, Indemnity, Guarantee, Bailment and Pledge, Agency | Method of explanation and Discussion Question answers PPT |
| 3. | JANUARY | 4 lectures per week | Formation of Contract of Sale, Goods and their Classifications, Price, Conditions and Warranties, , Unpaid Seller and his Rights, Sale by Auction, Hire Purchase Agreement | Method of explanation and Discussion Question answers PPT |
| 4. | FEBRUARY | 4 lectures per week | Negotiable Instruments, Features, Promissory Note, Bill of Exchange and Cheque, Crossing of a Cheque | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Definition of Consumers, Deficiency in Service, Defects in Goods | Method of explanation and Discussion Question answers PPT |
| 6 | APRIL | 4 lectures per week | Revision | Method of explanation and Discussion Question answers PPT |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER SEM 2 2019-2020

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA**DEPARTMENT= BAF****CLASS= FYBAF****SUBJECT= INNOVATIVE FINANCIAL SERVICES**

| Sr. No. | MONTH | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | NOVEMBER | | | - |
| 2 | DECEMBER | 4 lectures per week | Introduction, Functions, Constituents & Growth, Problems in FSM | Method of explanation and Discussion Question answers PPT |
| 3. | JANUARY | 4 lectures per week | Bank, NBFC, Factoring – Types, Features, Merits & Demerits | Method of explanation and Discussion Question answers PPT |
| 4. | FEBRUARY | 4 lectures per week | Bill Discounting, Forfeiting, Merchant Banker, Stock Broking, Securitization, | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Lease, Hire Purchase, Venture Capital, Credit rating, Plastic Money | Method of explanation and Discussion Question answers PPT |
| 6 | APRIL | 4 lectures per week | Revision | Method of explanation: Discussion Question answers |

Vandana Ladha**SUBJECT IN-CHARGE**Vandana Ladha**PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER 2019-2020**Vivek College of Commerce**

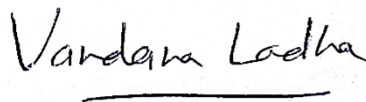
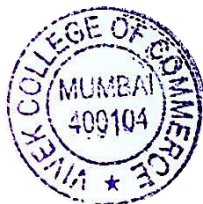
Name of Teacher: AKSHATA PAI

Department: BAF

Class: SY SEM4

Subject: FIN. ACCOUNTING

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|-----------------------------|
| 1 | NOVEMBER | 4 LECTURES | Preparation of financial statements as per Companies Act. (excluding cash flow statement) | Classroom lecture, HW sums |
| 2 | DECEMBER | 4 LECTURES | Provision and Methods of Redemption of fully paid-up Preference Shares as per Companies Act, 2013. The proceed of a fresh issue of shares, the capitalization of undistributed profits and a combination of both. | Class room lecture, HW sums |
| 3 | JANUARY | 4 LECTURES | Introduction: Provisions of Section 71 (1) and (4) of the Companies Act, 2013, The methods of writing-off Discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lumpsum and by payment | Class room lecture, HW sums |
| 4 | FEBRUARY | 4 LECTURES | Principles for ascertainment Preparation of separate, combined and columnar Profit and Loss Account including different basis of allocation of expenses/ incomes | Classroom lecture, HW sums |
| 5 | MARCH | 4 LECTURES | Conversion as per AS 11 and incorporation in HO account. | Classroom lectures |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER 2019-2020

Vivek College of Commerce

Name of Teacher: TANVEE D N

Department: BAF

Class: SY SEM 4

Subject: MNGT ACCOUNTING

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|-----------------------------|
| 1 | NOVEMBER | 4 LECTURES | Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting | Classroom lecture, HW sums |
| 2 | DECEMBER | 4 LECTURES | Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis, Trend Analysis. Comparative Statement and Common Size Statement. | Class room lecture, HW sums |
| 3 | JANUARY | 4 LECTURES | Objective and types of Financial Analysis. Ratio analysis: Meaning, classification, Du Point Chart, Balance Sheet Ratios: i) Current Ratio ii) Liquid Ratio iii) Stock Working Capital Ratio iv) Proprietary Ratio v) Debt Equity Ratio vi) Capital Gearing Ratio Revenue Statement Ratios: | Class room lecture, HW sums |
| 4 | FEBRUARY | 4 LECTURES | Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only) | Classroom lecture, HW sums |
| 5 | MARCH | 4 LECTURES | Concept, Nature of Working Capital, Planning of Working Capital Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization and Operating Cycle Practical Problems | Classroom lectures |

TANVEE D N

Vandana Ladha

SUBJECT IN-CHARGE

PROGRAMME CO-ORDINATOR

PRINCIPAL



TEACHING PLANNER 2019-2020

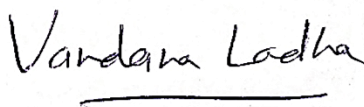
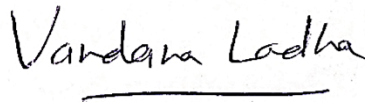

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM 4

Subject: AUDITING

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|--------------------|
| 1 | NOVEMBER | 4 LECTURES | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report | Classroom lectures |
| 2 | DECEMBER | 4 LECTURES | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes | Classroom lectures |
| 3 | JANUARY | 4 LECTURES | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act and the Regulations thereunder The Chartered Accountant Act Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice | Classroom lectures |
| 4 | FEBRUARY | 4 LECTURES | Introduction Auditing and Investigation Steps in Investigation Special aspects in connection with Business Investigation | Classroom lectures |
| 5 | MARCH | 4 LECTURES | REVISION | Classroom lectures |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**Vivek Co  mmerce

TEACHING PLANNER 2019-2020

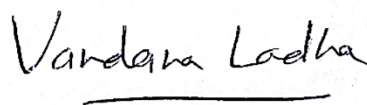

Name of Teacher: SUKANYA SAWANT

Department: BAF

Class: SY SEM4

Subject: IT IN ACCOUNTING

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|--------------------|
| 1 | NOVEMBER | 4 LECTURES | Introduction, Definition and Meaning of business process Flow of business process for accounting. Classification of business processes Introduction, Definition and Meaning of Business Process Management Principles and practices of Business Process Management life cycle Theories of Business Management Process | Classroom lectures |
| 2 | DECEMBER | 4 LECTURES | Introduction and meaning Uses and Benefits Role Need and requirements of computerized accounting. Limitations of computerized accounting system Understand the development and design of a computerized accounting system. | Classroom lectures |
| 3 | JANUARY | 4 LECTURES | Introduction Concept of MIS Need for MIS Characteristic of MIS Outputs of MIS Role of MIS Guidelines for Developing MIS reports Functional Aspects of the MIS: Problems in MIS Knowledge required for studying MIS | Classroom lectures |
| 4 | FEBRUARY | 4 LECTURES | Need and importance of IT in auditing, Auditing in IT environment | Classroom lectures |
| 5 | MARCH | 4 LECTURES | Revision | Classroom lectures |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**Vivek Co  mmerce

TEACHING PLANNER 2019-2020

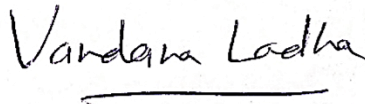
Name of Teacher: SHARWARI T.

Department: BAF

Class: SY SEM4

Subject: FC IN MNGT

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|--------------------|
| 1 | NOVEMBER | 4 LECTURES | Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management | Classroom lectures |
| 2 | DECEMBER | 4 LECTURES | Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning | Classroom lectures |
| 3 | JANUARY | 4 LECTURES | Definition, nature and significance Process of organisation Principles of organisation Formal and Informal organisation - features, advantages and disadvantages | Classroom lectures |
| 4 | FEBRUARY | 4 LECTURES | Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction between Recruitment and Selection | Classroom lectures |
| 5 | MARCH | 4 LECTURES | Meaning and Importance of directing Principles of Directing Leadership traits and Styles Motivation – Importance and Factors Co-ordination – Meaning, features and Importance | Classroom lectures |

**SUBJECT IN-CHARGE**
Vandana Ladha**PROGRAMME CO-ORDINATOR****PRINCIPAL****Vivek College of Commerce**

Name of Teacher: ANUJA V

Department: BAF

TEACHING PLANNER 2019-2020

Class: SY

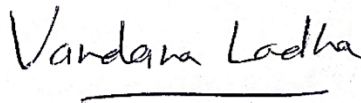
SEM4

Subject: LAW

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|--------------------|
| 1 | NOVEMBER | 4 LECTURES | Section 2 Clause (2) – Accounting Standard Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director | Classroom lectures |
| 2 | DECEMBER | 4 LECTURES | Section 3 to Section 20 | Classroom lectures |
| 3 | JANUARY | 4 LECTURES | Sections 23, 25 to 28, 33, 35, 39 | Classroom lectures |
| 4 | FEBRUARY | 4 LECTURES | Section 42 | Classroom lectures |
| 5 | MARCH | 4 LECTURES | Sections 43, 46, 47, 52 to 56, 61 to 72 | Classroom lectures |



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Vivek College of Commerce



Name of Teacher: VANDANA LADHA

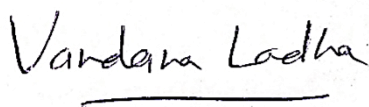
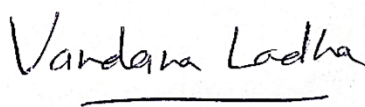
Department: BAF

TEACHING PLANNER 2019-2020

Class: SY SEM4

Subject: Research Methodology

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|--------------------|
| 1 | NOVEMBER | 4 LECTURES | Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research. Formulation of research problem: Meaning and Selection Review of Literature | Classroom lectures |
| 2 | DECEMBER | 4 LECTURES | Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs | Classroom lectures |
| 3 | JANUARY | 4 LECTURES | Data Collection, types of data Primary data, Limitations of Primary data Secondary data: Sources and Limitations Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing, Statistical Analysis: Tools and Techniques, Measures of Central Tendency | Classroom lectures |
| 4 | FEBRUARY | 4 LECTURES | Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types | Classroom lectures |
| 5 | MARCH | 4 LECTURES | Revision | Classroom lectures |

**SUBJECT IN-CHARGE****PROGRAMME CO-ORDINATOR****PRINCIPAL**

TEACHING PLANNER 2019-2020

Vivek College of Commerce

Name of Teacher: NIRAL SHAH

Department: BAF

Class: TY SEM 6

Subject: COST ACCOUNTING

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-----------------------------|
| 1 | NOVEMBER | 4 lectures per week | Meaning & objectives, Advantages and limitations of budgets, Functional budgets, fixed and flexible budgets, Zero based budgeting, performance budgeting <i>Simple practical problems of preparing flexible budgets and functional budgets</i> | Classroom lecture, HW sums |
| 2 | DECEMBER | 4 lectures per week | Absorption Costing and Marginal Costing Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing. Cost Volume and Profit Analysis. Break even analysis meaning and graphic presentation Margin of safety, Key factor. <i>Simple practical problems based on using the marginal costing</i> | Class room lecture, HW sums |
| 3 | JANUARY | 4 lectures per month | Make or buy, Sales mix decisions Exploring new markets. Plant shut down decision | Class room lecture, HW sums |
| 4 | FEBRUARY | 4 lectures per month | Material Cost variance, Labour cost variance, Variable overhead variances Fixed Overhead variances Sales variances <i>Simple practical problems</i> | Classroom lecture, HW sums |
| 5 | MARCH | 2 lectures | Revision | Classroom lectures |

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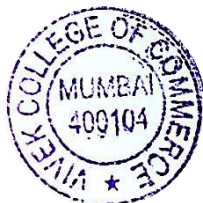
SUBJECT IN-CHARGE

Vandana Ladha

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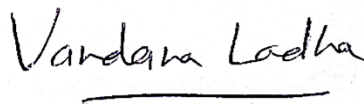
Name of Teacher: Vinay Tiwari

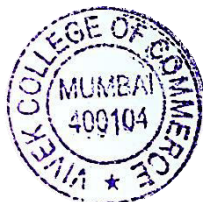
Department: BAF

Class: TY Sem 6

Subject: FIN. MANAGMENT

| Sr. No | MONTH | No. of Lectures | Topics Covered | Methods used |
|--------|----------|----------------------|---|-----------------------------|
| 1 | NOVEMBER | 4 lectures per week | Meaning of strategic financial management, Strategic financial decision-making framework Functions of Strategic Financial Management | Classroom lecture, HW sums |
| 2 | DECEMBER | 4 lectures per week | Fundamental analysis - Meaning, Dividend growth model and PE multiple Industry analysis, Techniques used industry analysis, Company analysis Technical analysis General principles and methods, The Dow theory, Market indicators, Bond valuation model, Bond value theorems, Yield | Class room lecture, HW sums |
| 3 | JANUARY | 4 lectures per month | Introduction of dividend policy Practical considerations in dividend policy, Theories on dividend policy, Traditional position, Walter approach, Gordon Growth approach Modigliani and Miller hypothesis | Class room lecture, HW sums |
| 4 | FEBRUARY | 4 lectures per month | Introduction, Classification of MFs Evaluating performance MFs, NAV, Costs incurred by MFs, Holding Period Return, Criteria for evaluating the performance, Sharpe ratio, Treynor ratio, Jensen's ratio | Classroom lecture, HW sums |
| 5 | MARCH | 2 lectures | Activities in portfolio management Objectives of portfolio management Theories, Traditional approach, Modern approach, Portfolio analysis | Classroom lectures |


SUBJECT IN-CHARGE

PROGRAMME CO-ORDINATOR

PRINCIPAL

TEACHING PLANNER 2019-2020

Vivek College of Commerce

Name of Teacher: Vinay Tiwari

Department: BAF

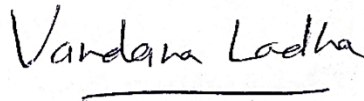
Class: TY Sem 6

Subject: Taxation

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-----------------------------|
| 1 | November | 4 lectures per week | Payment of Tax and Refunds, Returns | Classroom lecture, HW sums |
| 2 | December | 4 lectures per week | Accounts, Audit, Assessment and Records | Class room lecture, HW sums |
| 3 | January | 4 lectures per month | Custom Act -I | Class room lecture, HW sums |
| 4 | February | 4 lectures per month | Custom Act -II | Classroom lecture, HW sums |
| 5 | MARCH | 2 lectures | Foreign Trade Policy | Class room lectures |



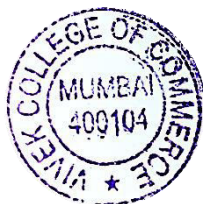
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TEACHING PLANNER 2019-2020

Vivek College of Commerce

Name of Teacher: Niral Shah

Department: BAF

Class: TY Sem 6

Subject: FA 7

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-----------------------------|
| 1 | NOVEMBER | 4 lectures per week | Valuation of Goodwill Maintainable Profit method, Super Profit Method, Capitalization method, Annuity Method, Valuation of Shares Intrinsic Value Method, Yield method and Fair Value Method | Classroom lecture, HW sums |
| 2 | DECEMBER | 4 lectures per week | Final Accounts as per Double Account System, - Final Accounts as per Electricity Rules, Receipt & Expenditure on Capital Account, - General Balance Sheet - Contingency Reserve Disposal of Surplus: Replacement of Assets Simple practical problems | Class room lecture, HW sums |
| 3 | JANUARY | 4 lectures per month | Provisions of Maharashtra State Co-Operative Societies Act and rules. Format of Final Accounts – Form N Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society | Class room lecture, HW sums |
| 4 | FEBRUARY | 4 lectures per month | Conversion as per AS 11 and incorporation in HO accounts | Classroom lecture, HW sums |
| 5 | MARCH | 2 lectures | Purpose & Objective of financial statement. Convergence & first-time adoption of IFRS, First time adaptation of Indian Accounting Standard | Classroom lectures |

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TEACHING PLANNER 2019-2020**Vivek College of Commerce**

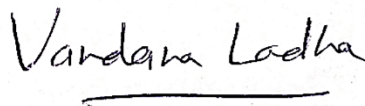
Name of Teacher: Urvi Pillai

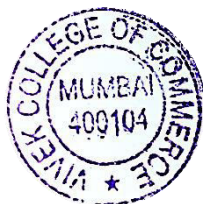
Department: BAF

Class: TY Sem 6

Subject: Economics

| Sr.No | MONTH | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|--------------------|
| 1 | NOVEMBER | 4 lectures per week | Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector, Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance | Classroom lectures |
| 2 | DECEMBER | 4 lectures per week | Growth and pattern of industrialization, Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects | Classroom lectures |
| 3 | JANUARY | 4 lectures per month | Service Sector Nature and scope of service industry Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991, FDI, foreign capital and transnational companies in India. Role | Classroom lectures |
| 4 | FEBRUARY | 4 lectures per month | Money market and its features Monetary policy of RBI. Development of capital markets SEBI and its functions | Classroom lectures |
| 5 | MARCH | 2 lectures | revision | Classroom lectures |


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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= NISHA B.

DEPARTMENT= BAF

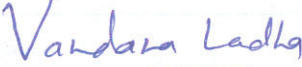
CLASS= FYBAF

SUBJECT=BUSINESS COMMUNICATION

SEM 1

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Concept of Communication: Meaning, Channels and Objectives of Communication: Methods and Modes of Communication: | Method of explanation ✓ Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Problems in Communication /Barriers to Communication: Listening skills Introduction to Business Ethics | Method of explanation ✓ Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Theory of Business Letter Writing: Personnel Correspondence | Method of explanation ✓ Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Commercial Terms used in Business Communication Paragraph Writing: Activities | Method of explanation ✓ Discussion Question answers PPT |


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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= GRISHMA V.

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=BUSINESS ECONOMICS

SEM 1

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Scope and Importance of Business Economics | Method of explanation Discussion Question answers ✓ PPT |
| 3. | august | 4 lectures per week | Demand Function Demand estimation and forecasting | Method of explanation Discussion Question answers ✓ PPT |
| 4. | September | 4 lectures per week | Production function Cost concepts | Method of explanation Discussion Question answers ✓ PPT |
| 5. | October | 4 lectures per week | Monopolistic competition: | Method of explanation Discussion Question answers ✓ PPT |

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VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VIVEK SINGH

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=BUSINESS ENVIRONMENT

SEM 1

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|---|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment b) Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis | Method of explanation and solving sums ✓ Discussion Question answers PPT |
| 3. | august | 4 lectures per week | a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship: Entrepreneurship as a Career Option c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986 | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 4. | September | 4 lectures per week | a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 5. | October | 4 lectures per week | a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries | Method of explanation and solving sums © Discussion Question answers PPT ✓ |

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VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=COST ACCOUNTING

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Evolution Objectives and Scope of Cost Accounting Importance and Advantages of Cost Accounting Definitions: Cost, Costing and Cost Accounting, Classification of Cost on Different Bases, Cost Allocation and Apportionment, Coding System, Essentials of Good Costing System | Method of explanation and solving sums Discussion Question answers  |
| 3. | august | 4 lectures per week | Material Cost: The Concept Material Control Procedure Documentation : Stock Ledger, Bin Card Stock Levels, Economic Order Quantity (EOQ) | Method of explanation and solving sums Discussion  Question answers |
| 4. | September | 4 lectures per week | Labour Cost: The Concept Composition of Labour Cost Labour Cost Records Overtime / Idle Time / Incentive Schemes | Method of explanation and solving sums  Discussion Question answers |
| 5. | October | 4 lectures per week | Overheads: The Concept Classification of overheads on different bases Apportionment and Absorption of Overheads | Method of explanation and solving sums  Discussion  Question answers |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FINANCIAL ACCOUNTING

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|---|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | AS-1 disclosure of accounting policy AS-2 valuation of stock AS-9 revenue recognition FIFO and weighted average method Valuation of stock on and after balance sheet date | Method of explanation and solving sums Discussion ✓ Question answers |
| 3. | august | 4 lectures per week | Capital and revenue expenditure and income Final accounts of manufacturing concern Revision for internal exam | Method of explanation and solving sums ✓ Discussion Question answers |
| 4. | September | 4 lectures per week | Departmental accounting Allocation of expenses and incomes Departmental trading and P & L account and balance sheet | Method of explanation and solving sums ✓ Discussion Question answers |
| 5. | October | 4 lectures per week | Hire purchase account and revision | Method of explanation and solving sums ✓ Discussion © Question answers |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FINANCIAL MANAGEMENT

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Introduction to financial management Scope importance and objectives of financial management Profit and wealth maximization Time value of money Future value Present value Annuity Discounting and compounding techniques | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | august | 4 lectures per week | Leverage Operating financial and composite leverage EBIT-EPS analysis | Method of explanation and solving sums ✓ Discussion Question answers |
| 4. | September | 4 lectures per week | Types of finance Long term short term medium term finance Cost of capital | Method of explanation and solving sums ✓ Discussion Question answers |
| 5. | October | 4 lectures per week | Weighted average cost of capital Marginal cost of capital Cost of debenture Cost of equity and preference shares revision | Method of explanation and solving sums ✓ Discussion (C) Question answers |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= MAYUR SHAH

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FOUNDATION COURSE

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|---|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender; Appreciate the concept of linguistic diversity in relation to the Indian situation; Understand regional variations according to rural, urban and tribal characteristics; | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 3. | august | 4 lectures per week | Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 4. | September | 4 lectures per week | Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; Examine the causes and effects of conflicts arising out of regionalism and linguistic differences | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 5. | October | 4 lectures per week | Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; Basic features of the Constitution. The party system in Indian politics; Local self-government in urban and rural areas; Role and significance of women in politics | Method of explanation and solving sums Discussion Question answers PPT ✓ |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=AUDITING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Financial Statements, Users of Financial Information, Definition of Auditing, • Errors and Frauds • Principles of Audit • Types of Audit • Miscellaneous • Accounting Concepts Relevant to Auditing | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Audit Planning • Audit Programme • Audit working Papers • Audit Notebook | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Test Check • Audit Sampling • Internal Control | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | MARCH | 4 lectures per week | Meaning, Basic Principles of Establishing Internal Audit, Objectives, Evaluation of Internal Audit by Statutory Auditor, Internal Audit Vs External Audit, Internal Checks Vs Internal Audit | Method of explanation and Discussion Question answers PPT ✓ |
| 6 | April | 4 lectures per week | REVISION | Method of explanation and Discussion Question answers PPT ✓ |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= NISHA B.

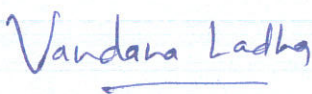
DEPARTMENT= BAF

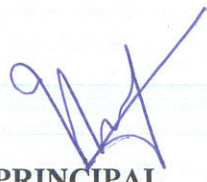
CLASS= FYBAF SEM2

SUBJECT=BUSINESS COMMUNICATION

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Presentations: (to be tested in tutorials only) 4 Principles of Effective Presentation How to make a Power-Point Presentation | Method of explanation & Discussion Question answers PPT |
| 3. | January | 4 lectures per week | Interviews Meetings Conference Public Relations | Method of explanation & Discussion Question answers PPT |
| 4. | February | 4 lectures per week | Trade Letters: Order, Credit and Status Enquiry, Collection (just a brief introduction to be given) Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, Letters under Right to Information (RTI) Act | Method of explanation & Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Reports Summarisation | Method of explanation & Discussion Question answers PPT |
| 6 | April | 4 lectures per week | Revision | Method of explanation & Discussion Question answers PPT |


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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=Business Mathematics

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Ratio- Definition, Continued ratio, Inverse Ratio, Proportion - Continued proportion, Direct proportion, Inverse proportion, Variation - Inverse variation, Joint variation Percentage- Meaning and computation of percentage | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | January | 4 lectures per week | Terms and formulae, Trade discount, Cash discount, problems involving cost price, selling price, trade discount, cash discount. Introduction to Commission and brokerage – problems on commission and brokerage | Method of explanation and solving sums Discussion Question answers ✓ |
| 4. | February | 4 lectures per week | Simple interest, compound interest, Equated monthly instalments, reducing balance and flat rate of interest Annuity immediate- present value and future value Stated annual rate and effective annual rate | Method of explanation and solving sums Discussion Question answers ✓ |
| 5. | MARCH | 4 lectures per week | Shares- face value, market value, dividend, Equity shares, preference shares, bonus shares, Mutual Fund, dividend, change in net asset value | Method of explanation and solving sums Discussion Question answers ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers ✓ |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER=TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=FIN. ACCOUNTING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction Problems on Preparation of Final Accounts of Proprietary Trading Concern (Conversion Method) | Method of explanation and solving sums Discussion Question answers |
| 3. | January | 4 lectures per week | Accounting for Consignment Transactions Valuation of Stock Invoicing of Goods at Higher Price (Excluding Overriding Commission, Normal/Abnormal Losses) | Method of explanation and solving sums Discussion Question answers |
| 4. | February | 4 lectures per week | Meaning / Classification of Branches Accounting for Dependent Branch Not Maintaining Full Books Debtors Method Stock and Debtors Method | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Computation of Loss of Stock by Fire Ascertainment of Claim as per the Insurance Policy Exclude: Loss of Profit and Consequential Loss | Method of explanation and solving sums Discussion Question answers |
| 6 | April | 4 lectures per week | Revision | Method of explanation and solving sums Discussion Question answers |

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= MAYUR SHAH

DEPARTMENT= BAF

CLASS= FYBAF

SEM2

SUBJECT=FOUNDATION COURSE

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Understanding the concepts of liberalization, privatization and globalization; Growth of information technology and communication changes in employment and increasing migration; Changes in agrarian sector due to globalization; rise in corporate farming and increase in farmers' suicides. | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights; Human Rights constituents with special reference to Fundamental Rights stated in the Constitution | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Importance of Environment Studies in the current developmental context; Environment as natural capital and connection to quality of human life; Environmental Degradation-causes and impact on human life; Sustainable development | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | MARCH | 4 lectures per week | Causes of stress and conflict in individuals and society; Agents of socialization and the role played by them in developing the individual; Aggression and violence as the public expression of conflict Types of conflicts and use of coping mechanisms for managing individual stress; Maslow's theory of self-actualisation; building peace and harmony in society | Method of explanation and Discussion Question answers PPT ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers PPT ✓ |

Mayur Shah

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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= ANUJA V.

DEPARTMENT= BAF


CLASS= FYBAF SEM2

SUBJECT=BUSINESS LAW

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Nature of Contract, Classification of Contracts, Offer and Acceptance, Capacity of Parties to Contract, Free Consents, Consideration, Legality of Object, Performance of Contract, Discharge of Contract, Remedies for Breach of Contract, Indemnity, Guarantee, Bailment and Pledge, Agency | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Formation of Contract of Sale, Goods and their Classifications, Price, Conditions and Warranties, Performance of Contract of Sales, Unpaid Seller and his Rights, Sale by Auction, Hire Purchase Agreement | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Definition of Negotiable Instruments Features of Negotiable Instruments, Promissory Note, Bill of Exchange and Cheque, Holder and Holder in due Course, Crossing of a Cheque Types of Crossing, Dishonour and Discharge of Negotiable Instrument | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | MARCH | 4 lectures per week | Salient Features Definition of Consumers Deficiency in Service Defects in Goods | Method of explanation and Discussion Question answers PPT ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers PPT ✓ |



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FYBAF - TEACHING PLANNER 2018-2019

VIVEK COLLEGE OF COMMERCE

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT= INNOVATIVE FINANCIAL SERVICES


| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction, Functions, Constituents & Growth, Problems in FSM | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Bank, NBFC, Factoring – Types, Features, Merits & Demerits | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Bill Discounting, Forfeiting, Merchant Banker, Stock Broking, Securitization, | Method of explanation and Discussion ✓ Question answers PPT |
| 5. | MARCH | 4 lectures per week | Lease, Hire Purchase, Venture Capital, Credit rating, Plastic Money | Method of explanation and Discussion ✓ Question answers PPT |
| 6 | April | 4 lectures per week | Revision | Method of explanation: ✓ Discussion Question answers |

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: SUDHIR K.

Department: BAF

Class: SY

Subject: Financial Accounting

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Simple final accounts questions to demonstrate the effect on final Accounts when a partner is admitted during the year or when partner Retires / dies during the year Allocation of gross profit prior to and after admission / retirement / death when stock on the date of admission / retirement is not given and apportionment of other expenses based on time / Sales/other given basis Ascertainment of gross profit prior to and after admission/retirement / death when stock on the date of admission / retirement is given and apportionment of other expenses based on time / Sales / other given basis Excluding Questions where admission / retirement / death takes place in the same year | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Excess Capital Method only Asset taken over by a partner Treatment of past profits or past losses in the Balance sheet Contingent liabilities / Realization expenses/amount kept aside for expenses and adjustment of actual | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | Realization method only Calculation of purchase consideration Journal/ledger accounts of old firms Preparing Balance sheet of new firm Adjustment of goodwill in the new firm | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Realisation method only Calculation of New Purchase consideration, Journal / Ledger Accounts of old firms. | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 lectures per week | In relation to purchase and sale of goods, services and assets and loan and credit transactions. | Class room lectureS ✓ |

Sudhir K

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: Vandana L

Department: BAF

Class: SY

Subject: Cost Accounting

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|---|----------------------------------|
| 1 | June | 4 lectures per week | Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Problems on preparation of cost sheet & Estimated Cost sheet | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Practical problems based on reconciliation of cost and Financial accounts | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Escalation clause, practical problems | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit Practical problems Process Costing and joint and by products | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 lectures per week | revision | Class room lecture ✓ |

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GOREGAON (W), MUMBAI-400104



SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: Vandana L

Department: BAF

Class: SY

Subject: Audit

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|---|---------------------------------------|
| 1 | June | 4 lectures per week | Audit of Income : Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received | Classroom lecture, Question answers ✓ |
| 2 | July | 4 lectures per week | Audit of assets : Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, Patent Rights 2.2 Audit of Liabilities: Outstanding Expenses, Accounts Payable, | Classroom lecture, Question answers ✓ |
| 3 | August | 4 lectures per week | Meaning Procedure of issuing Auditing Standards in India Brief overview of Auditing Standards in India Scope of SAs Significance | Classroom lecture, Question answers ✓ |
| 4 | Sept | 4 lectures per week | Qualifications, Disqualifications, Appointments, Reappointment, Removal of auditors. Special auditors Branch auditors Rights and duties of company auditors | Classroom lecture, Question answers ✓ |
| 5 | Oct | 4 lectures per week | revision | Classroom lecture, Question answers ✓ |

Vandana Ladha

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GOREGAON (W), MUMBAI-400104**



SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: APARNA P.

Department: BAF

Class: SY

Subject: IT

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|---|-------------------------------------|
| 1 | June | 4 lectures per week | History of Computers Parts of Computers Hardwares: Specifications and Data Storage Management Softwares: Concept of System Software and Applications Networking: Introduction and types of network topologi | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | MS Word: Creating, Editing, Formatting and Printing of Documents, Using Tools, Mailmerge and Print Review and Set-up MS Excel: Creating Worksheet, Creating Various Formulae, Creating Charts, Rename and Copy of Worksheets, Using Tools, Printing Review and Set-up Power Point: Create Project Report, Create Slides, Animation, Page Designing, Insert Image, View Page, Print Review and Set-up. Use of Tools In Accounting :- Preparation of vouchers, invoices and reports, Calculation of Interest, Depreciation, TDS, Salary, Taxes, inven | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | Use of Various Web Browser Information Searching Tools Downloading Create New email ID Sending Data through email | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Introduction - Internet components - electronic commerce - e-commerce applications - Electronic Data Exchange - Extranet - Payment systems - Risks and security considerations - Legal issues - Other emerging technologies | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 lectures per week | Meaning, Advantages and Limitations of E Commerce, The role of Strategy in E Commerce, Value chains in E Commerce, Infrastructure for Electronic Commerce Web Based Tools for Electronic Commerce, Electronic Commerce software, Security Threats to electronic Commerce, Implementing Security for Electronic Commerce, Electronic Payment Systems, Strategies for Marketing, Sales | Class room lecture ✓ C |

APARNA P.

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: SHARVARI T.

Department: BAF

Class: SY

Subject: FMO

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Saving and Investment Money, Inflation and Interest Banking and Non Banking Financial Intermediaries | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market, Structure of Financial Market in India Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India, Secondary Market System Bond Market in India | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Merchant Banking : Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 lectures per week | revision | Class room lecture ✓ |

S. Palashikar

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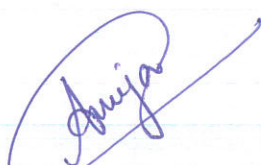
Name of Teacher: ANUJA V.

Department: BAF


Class: SY

Subject: Law

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|---|----------------------------------|
| 1 | June | 4 lectures per week | a) Concept of Partnership - Partnership and Company - Test for determination of existence for partnership - Kinds of partnership b) Registration and effects of non-registration of Partnership c) Rights and Duties of Partners d) Authority and Liability of partners e) Admission, Retirement and Expulsion of Partner | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | a) Nature of Limited Liability Partnership b) Incorporation of Limited Liability Partnership c) Extent and Limitation of Liability of Limited Liability Partnership and Partners d) Contributions e) Conversion Into Limited Liability Partnership | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | a) Definitions • Section 2 (k) – Manufacturing Process, • Section 2 (l) – Workers • Section 2 (m) – Factory b) Provisions pertaining to i. Health- Section 11 to Section 20 ii. Safety- Section 21 to Section 41 | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Revision | Classroom lecture, HW sums ✓ |
| 5 | Oct | - | - | - |



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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: GRISHMA V.

Department: BAF

Class: SY

Subject: Economics

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|---------------------|--|----------------------------------|
| 1 | June | 4 lectures per week | Macroeconomics: Meaning, Scope and Importance. The Measurement of National Product: Meaning and Importance of National Income Accounting- conventional and Green GNP and NNP concepts -National Income and Economic Welfare. Trade Cycles: Features and Pha | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Money Supply: Determinants of Money Supply - Factors influencing Velocity of Circulation of Money Demand for Money : Classical and Keynesian approaches and Keynes' liquidity preference theory of interest - Friedman's restatement of Demand for money Money and prices : Quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per week | Meaning and Scope of Public finance. Major fiscal functions : allocation function, distribution function & stabilization function Principle of Maximum Social Advantage: Dalton and Musgrave Views - the Principle in Practice, Limitations. Relation between Efficiency, | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Sources of Public Revenue : tax and non-tax revenues Objectives of taxation - Canons of taxation - Types of taxes : direct and indirect, Shifting of tax burden: Effects of taxation: on Income and Wealth, Consumption, Savings, Investments and Production. Redistributive and Anti - Inflationary nature of taxation and their implications Public Expenditure: Canons - classification - economic effects of public spending - on production, consumption, distribution, employment and stabilization - Theories of Public Expenditure: Wagner's Hypothesis and Wiseman Peacock Hypothesis | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 lectures per week | Fiscal Policy: Meaning, Objectives, constituents and Limitations. Contra cyclical Fiscal Policy and Discretionary Fiscal Policy : Principles of Sound and Functional Finance Budget- Meaning objectives and types - Structure of Un | Class room lectures ✓ ① |

Grishma

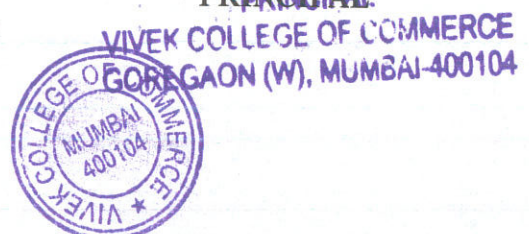
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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: SUDHIR K.

Department: BAF

Class: SY

SEM4

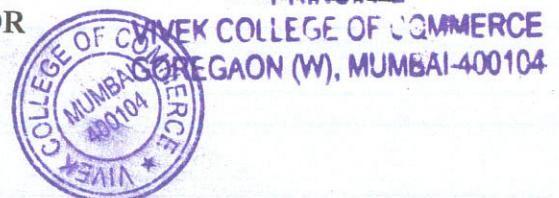
Subject: FIN. ACCOUNTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|-------------------------------|
| 1 | November | 4 LECTURES | Relevant provisions of Companies Act related to preparation of Final Account (excluding cash flow statement) Preparation of financial statements as per Companies Act. (excluding cash flow statement) | Classroom lecture, HW sums ✓ |
| 2 | December | 4 LECTURES | Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules. Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalization of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet) Note: Companies governed by Section 133 of the Companies Act, 2013 and | Class room lecture, HW sums ✓ |
| 3 | January | 4 LECTURES | Introduction : Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lumpsum and by payment | Class room lecture, HW sums ✓ |
| 4 | February | 4 LECTURES | Principles for ascertainment Preparation of separate, combined and columnar Profit and Loss Account including different basis of allocation of expenses/ incomes | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 4 LECTURES | Conversion as per AS 11 and incorporation in HO ac | Classroom lectures ✓ |

Sudhir K.
SUDHIR K.

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: TANVEE D N

Department: BAF

Class: SY SEM 4

Subject: MNGT ACCOUNTING


| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|-------------------------------|
| 1 | November | 4 LECTURES | Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting | Classroom lecture, HW sums ✓ |
| 2 | December | 4 LECTURES | a) Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis b) Trend Analysis. c) Comparative Statement. d) Common Size Statement. NOTE: Practical Problems based on the above (a) to (d) | Class room lecture, HW sums ✓ |
| 3 | January | 4 LECTURES | Meaning of financial Statement Analysis, steps, Objective and types of Analysis. Ratio analysis: Meaning, classification, Du Point Chart, advantages and Limitations. Balance Sheet Ratios: i) Current Ratio ii) Liquid Ratio iii) Stock Working Capital Ratio iv) Proprietary Ratio v) Debt Equity Ratio vi) Capital Gearing Ratio Revenue Statement Ratios: | Class room lecture, HW sums ✓ |
| 4 | February | 4 LECTURES | Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only) | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 4 LECTURES | A. Concept, Nature of Working Capital , Planning of Working Capital B. Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization C. Operating Cycle Practical Problems | Classroom lectures ✓ |



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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM 4

Subject: AUDITING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|----------------------|
| 1 | November | 4 LECTURES | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report | Classroom lecture, ✓ |
| 2 | December | 4 LECTURES | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes | Classroom lecture, ✓ |
| 3 | January | 4 LECTURES | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act and the Regulations thereunder The Chartered Accountant Act Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice | Classroom lecture, ✓ |
| 4 | February | 4 LECTURES | Introduction Auditing and Investigation Steps in Investigation Special aspects in connection with Business Investigation | Classroom lecture, ✓ |
| 5 | MARCH | 4 LECTURES | REVISION | Classroom lecture, ✓ |

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: SUKANYA SAWANT

Department: BAF

Class: SY SEM4

Subject: IT IN ACCOUNTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|----------------------|
| 1 | November | 4 LECTURES | Introduction, Definition and Meaning of business process Flow of business process for accounting, purchase, sales and finance Classification of business processes Introduction, Definition and Meaning of Business Process Management Principles and practices of Business Process Management Business Process Management life cycle Theories of Business Management Process | Classroom lectures ✓ |
| 2 | December | 4 LECTURES | Introduction and meaning Uses and Benefits Role Need and requirements of computerized accounting Basic requirements of computerized accounting system Limitations of computerized accounting system Understand the development and design of a computerized accounting system; determining how the accounting data will be processed, i.e. what accounts and books are needed and what is the desired output | Classroom lectures ✓ |
| 3 | January | 4 LECTURES | Introduction Concept of MIS Need for MIS Characteristic of MIS Outputs of MIS Role of MIS Guidelines for Developing MIS reports Functional Aspects of the MIS: Problems in MIS Knowledge required for studying MIS | Classroom lectures ✓ |
| 4 | February | 4 LECTURES | Need and importance of IT in auditing, Auditing in IT environment | Classroom lectures ✓ |
| 5 | MARCH | 4 LECTURES | | Classroom lectures ✓ |

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: SHARWARI T.

Department: BAF

Class: SY SEM4

Subject: FC IN MNGT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|----------------------|
| 1 | November | 4 LECTURES | Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management | Classroom lectures ✓ |
| 2 | December | 4 LECTURES | Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning | Classroom lectures ✓ |
| 3 | January | 4 LECTURES | Definition, nature and significance Process of organisation Principles of organisation Formal and Informal organisation - features, advantages and disadvantages | Classroom lectures ✓ |
| 4 | February | 4 LECTURES | Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction between Recruitment and Selection | Classroom lectures ✓ |
| 5 | MARCH | 4 LECTURES | Meaning and Importance of directing Principles of Directing Leadership trails and Styles Motivation – Importance and Factors Co-ordination – Meaning, features and Importance | Classroom lectures ✓ |

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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: ANUJA V

Department: BAF

Class: SY SEM4

Subject: LAW

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|----------------------|
| 1 | November | 4 LECTURES | Section 2 Clause (2) – Accounting Standard Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director | Classroom lectures ✓ |
| 2 | December | 4 LECTURES | Section 3 to Section 20 | Classroom lectures ✓ |
| 3 | January | 4 LECTURES | Sections 23, 25 to 28, 33, 35, 39 | Classroom lectures ✓ |
| 4 | February | 4 LECTURES | Section 42 | Classroom lectures ✓ |
| 5 | MARCH | 4 LECTURES | Sections 43, 46, 47, 52 to 56, 61 to 72 | Classroom lectures ✓ |


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SYBAF - TEACHING PLANNER 2018-2019

Vivek College of Commerce

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM 4

Subject: RM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|----------------------|
| 1 | November | 4 LECTURES | Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research. Formulation of research problem : Meaning and Selection Review of Literature | Classroom lectures ✓ |
| 2 | December | 4 LECTURES | Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs | Classroom lectures ✓ |
| 3 | January | 4 LECTURES | Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Secondary data: Sources and Limitations Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Statistical Analysis: Tools and Techniques, Measures of Central Tendency | Classroom lectures ✓ |
| 4 | February | 4 LECTURES | Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout, Types | Classroom lectures ✓ |
| 5 | MARCH | 4 LECTURES | | Classroom lectures ✓ |

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Vivek College of Commerce


Name of Teacher: Niral Shah

Department: BAF

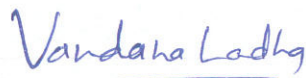
Class: TY (Sem V)

Subject: COSTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Meaning of operating costing, cost units, sums of transport cos, hotels, hospitals | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Meaning and definition of non integrated accounting, practical sums of non integrated | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning and definition of integrated accounting, sums of integrated | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per month | Meaning of process costing, sums on inter process profit, valuation of WIP, equivalent units | Classroom lecture, HW sums ✓ |
| 5 | Oct | 2 lectures | Theory of Uniform costing, Inter firm comparison, Emerging markets, Objectives of the whole syllabus | Class room lecture ✓ |



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Vivek College of Commerce

Name of Teacher: Niral Shah

Department: BAF

Class: TY (Sem V)

Subject: Financial accounting 5

| S.No | Month | No. of Lectures | Topics Covered | Methods used |
|------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Internal reco, Buy back of shares | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Buy back of shares, liquidation of cos | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Liquidation of cos, underwriting of shares and debentures | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Underwriting of shares and debentures, AS-14 Amalgamation, absorption & External Reco | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Amalgamation, absorption, external reco, objectives of the whole syllabus, theory of all chpts | Class room lecture, HW sums ✓ |

N. Shah

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GOREGAON (W), MUMBAI-400104**



Vivek College of Commerce

Name of Teacher: VIVEK S.

Department: BAF

Class: TY (Sem V)

Subject: Management Application


| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Meaning and Definition of Marketing – 4 Ps of Marketing Product Management – Meaning & Definition – Product Development Strategies Price Management – Meaning and Definition – Pricing Strategies Place (Distribution) Management – Meaning and Definition – Factors Governing Distribution Decisions – Types of Distribution Channels Promotion Management – Meaning – Promotion Strategies | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Meaning and Definition of Production Management – Scope of Production Management - Production vs. Productivity, Measurement of Productivity – Measure to increase Productivity – Productivity Movement in India - TQM – Quality Circles – ISO 9000/14000 Inventory Management – Meaning and Methods | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning and Definition of Human Resource Planning, Human Resource Management and Human Resource Development Methods of Developing Human Resource Performance Appraisal – Meaning and Definition – Traditional and Modern Methods of Appraisal – Self Appraisal – 3600 Appraisal | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Meaning and Definition of Financial Management – Functions of Financial Management Short-term and Long-term Sources of Finance – Sources and Significance Capital Market – Meaning and Constituents – Functions Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lecture, HW sums ✓ |



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Vivek College of Commerce

Name of Teacher: Mayur R

Department: BAF

Class: TY (Sem V)

Subject: TAX

| S.No | Month | No. of Lectures | Topics Covered | Methods used |
|------|--------|----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Basis of tax Introduction of gst Cgst act | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Negative list of gst Gst rate sch | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Concept of supply Place, time , value of supply | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per month | Tax invoice, credit and debit notes | Classroom lecture, HW sums ✓ |
| 5 | Oct | 2 lectures | Input tax credit registration | Class room lectureS ✓ |

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Vivek College of Commerce

Name of Teacher: Vinay T.

Department: BAF

Class: TY (Sem V)

Subject: FM

| S.No | Month | No. of Lectures | Topics Covered | Methods used |
|------|--------|----------------------|--|----------------------------------|
| 1 | June | 4 lectures per week | Strategic financial mngt Fin planning Wealth maximization | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Capital budgeting ARR Capital rationing Risk analysis | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Capital structure theory MM approach Walter and gorden model | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per month | Mutual fund and bomd valuation YTM | Classroom lecture, HW sums ✓ |
| 5 | Oct | 2 lectures | CREDIT MNGT Credit policy | Class room lectureS ✓ |

V. Swain

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GOREGAON (W), MUMBAI-400104**



Vivek College of Commerce

Name of Teacher: SUDHIR K.

Department: BAF

Class: TY

Subject: FA 6

| S.No | Month | No. of Lectures | Topics Covered | Methods used |
|------|-------|----------------------|--|----------------------------------|
| 1 | | 4 lectures per week | Legal provision in Banking Regulation Act, 1949 relating to Accounts. Statutory reserves including Cash Reserve and Statutory Liquidity Ratio. Bill purchase and discounted, rebate of bill discounted. Final Accounts in prescribed form Non – performing assets and Income from non – performing assets. Classification of Advances, standard, sub – standard, doubtful and provisioning requirement. | Classroom lecture, HW sums ✓ |
| 2 | | 4 lectures per week | General Insurance – Various types of insurance, like fire, marine, Miscellaneous, Special terms like premium, claims, commission, Management expenses, Reserve for unexpired risk, reinsurance Final Accounts in a prescribed form. Revenue Statement – Form B – RA, Profit / Loss Account – Form B – PL and Balance Sheet Form B – BS. | Class room lecture, HW sums ✓ |
| 3 | | 4 lectures per month | For shares (variable income bearing securities) For debentures/Preference. shares (fixed income bearing securities) Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). Columnar format for investment account. | Class room lecture, HW sums ✓ |
| 4 | | 4 lectures per month | In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences | Classroom lecture, HW sums ✓ |
| 5 | | 2 lectures | Conversion of partnership business into Limited Liability Partnership Final accounts | Class room lecture ✓ |

Sudhir K.
SUDHIR K.

Vandana Ladhe
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GOREGAON (W), MUMBAI-400104



Vivek College of Commerce

Name of Teacher: NIRAL SHAH

Department: BAF

Class: TY SEM 6

Subject: COST ACCOUNTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-------------------------------|
| 1 | November | 4 lectures per week | Meaning & objectives, Advantages and limitations of budgets Functional budgets, fixed and flexible budgets Zero based budgeting, performance budgeting <i>Simple practical problems of preparing flexible budgets and functional budgets</i> | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Absorption Costing and Marginal Costing Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing Cost Volume and Profit Analysis Break even analysis meaning and graphic presentation Margin of safety Key factor <i>Simple practical problems based on using the marginal costing</i> | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Make or buy Sales mix decisions Exploring new markets Plant shut down decision | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Material Cost variance Labour cost variance Variable overhead variances Fixed Overhead variances Sales variances <i>Simple practical problems</i> | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | | Classroom lectures ✓ |

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Vandana Ladh
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VIVEK COLLEGE OF COMMERCE
GOREGAON (W), MUMBAI 400104



Vivek College of Commerce

Name of Teacher: Vinay Tiwari

Department: BAF

Class: TY Sem 6

Subject: FIN. MANAGMENT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|----------------------------------|
| 1 | November | 4 lectures per week | Meaning of strategic financial management Strategic financial decision making framework Functions of Strategic Financial Management | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Fundamental analysis - Meaning, Dividend growth model and PE multiple Industry analysis - Factors affecting industry analysis, Techniques used industry analysis, Company analysis Technical analysis - Meaning, General principles and methods, The Dow theory, Market indicators Bond valuation - Introduction, Bond valuation model, Bond value theorems, Yield | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Introduction of dividend policy Practical considerations in dividend policy Theories on dividend policy, Traditional position, Walter approach, Gordon Growth approach Modigliani and Miller hypothesis | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Introduction Classification of MFs Evaluating performance MFs, NAV, Costs incurred by MFs, Holding Period Return Criteria for evaluating the performance, Sharpe ratio, Treynor ratio, Jensen's ratio | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Activities in portfolio management Objectives of portfolio management Theories, Traditional approach, Modern approach Portfolio analysis | Classroom lectures ✓ |

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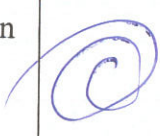
Vivek College of Commerce

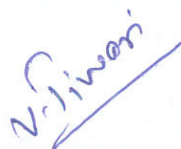
Name of Teacher: Vinay Tiwari

Department: BAF

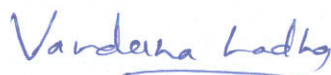
Class: TY Sem 6

Subject: Taxation

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|--|
| 1 | November | 4 lectures per week | Clubbing of Income - Section 60 to 65 | Classroom lecture, ✓ HW sums |
| 2 | December | 4 lectures per week | Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains | Class room lecture, ✓ HW sums |
| 3 | January | 4 lectures per month | Computation of Tax liability of Individual & HUF | Class room lecture, ✓ HW sums |
| 4 | February | 4 lectures per month | Excluding u/s 139(4A), 139(4B), 139(4C) & 139 (4D) 6 | Classroom lecture, ✓ HW sums |
| 5 | MARCH | 2 lectures | Basic Aspects of Deduction of Taxes at Source Sec: 192 – TDS on Salary Sec: 194A – TDS on Interest Sec: 194C – TDS on Contractor Sec: 194H – TDS on Commission Sec: 194I – TDS on Rent Sec: 194J – TDS on Professional Fees Advance Tax U/S 207, 208, 209, 210 & 211 Sec: 207 – Income Liable to Advance Tax Sec: 208 – Liability of Advance Tax Sec: 209 – Computation of Advance Tax Sec: 210 – Payment of Advance Tax by Assessee on His Own Account Sec: 211 – Due Dates of Payment of Advance Tax Interest Payable U/S 234A, 234B, 234C | Class room lectureS ✓  |



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Vivek College of Commerce

Name of Teacher: Niral Shah

Department: BAF

Class: TY Sem 6

Subject: FA 7

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|----------------------------------|
| 1 | November | 4 lectures per week | Valuation of Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method Valuation of Shares Intrinsic Value Method, Yield method and Fair Value Method | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Final Accounts as per Double Account System - Final Accounts as per Electricity Rules - Receipt & Expenditure on Capital Account Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets Simple practical problems | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting provisions including appropriation to various funds, Format of Final Accounts – Form N, Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Conversion as per AS 11 and incorporation in HO accounts | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Purpose & Objective of financial statement-its Frame work-its assumption, characteristics, element, recognition & measurement. Convergence & first time adoption of IFRS First time adaptation of Indian Accounting Standard | Classroom lectures ① |

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400104

Vivek College of Commerce

Name of Teacher: Sangeeta Kumta

Department: BAF

Class: TY Sem 6

Subject: Economics

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-------------------------|
| 1 | November | 4 lectures per week | Introduction Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance | Classroom lectures ✓ |
| 2 | December | 4 lectures per week | Growth and pattern of industrialization Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects | Classroom lectures ✓ |
| 3 | January | 4 lectures per month | Service Sector Nature and scope of service industry Recent trends in Banking industry, Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991 FDI, foreign capital and transnational companies in India. Role | Classroom lectures ✓ |
| 4 | February | 4 lectures per month | Money market and its features Monetary policy of RBI Progress of commercial banking in India Development of capital markets SEBI and its functions | Classroom lectures ✓ |
| 5 | MARCH | 2 lectures | revision | Classroom lectures ✓ |

Sangeeta K.

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MUMBAI - 400104

VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= SHRADDHA CHAVAN

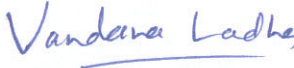
DEPARTMENT= BAF

CLASS= FYBAF SEM 1

SUBJECT=BUSINESS COMMUNICATION

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Concept of Communication Channels and Objectives of Communication: Methods and Modes of Communication: | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | august | 4 lectures per week | Problems in Communication /Barriers to Communication Listening skills Introduction to Business Ethics: | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | September | 4 lectures per week | Theory of Business Letter Writing Personnel Correspondence | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | October | 4 lectures per week | Commercial Terms used in Business Communication Paragraph Writing: Activities | Method of explanation and Discussion Question answers PPT ✓ |


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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

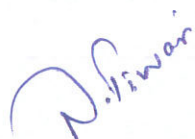
NAME OF THE TEACHER= NIRAV TIWARI

DEPARTMENT= BAF

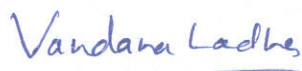
CLASS= FYBAF SEM1

SUBJECT=BUSINESS ECONOMICS

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Scope and Importance of Business Economics | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | august | 4 lectures per week | Demand Function Demand estimation and forecasting | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | September | 4 lectures per week | Production function. Cost concepts | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | October | 4 lectures per week | Monopolistic competition | Method of explanation and Discussion Question answers PPT ✓ |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

NAME OF THE TEACHER= VIVEK SINGH

DEPARTMENT= BAF

CLASS= FYBAF SEM 1

SUBJECT=BUSINESS ENVIRONMENT

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment b) Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | august | 4 lectures per week | a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship, Entrepreneurship as a Career Option c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986 | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | September | 4 lectures per week | a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | October | 4 lectures per week | a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries | Method of explanation and Discussion Question answers PPT ✓ |



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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF SEM1

SUBJECT=COST ACCOUNTING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Evolution Objectives and Scope of Cost Accounting Importance and Advantages of Cost Accounting, Difference between Cost Accounting and Financial Accounting Limitations of Financial Accounting Definitions: Cost, Costing and Cost Accounting, Classification of Cost on Different Bases, Cost Allocation and Apportionment, Coding System, Essentials of Good Costing System | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | august | 4 lectures per week | Material Cost: The Concept Material Control Procedure Documentation, Stock Ledger, Bin Card Stock Levels, Economic Order Quantity (EOQ) | Method of explanation and solving sums Discussion ✓ Question answers |
| 4. | September | 4 lectures per week | Labour Cost: The Concept, Composition of Labour Cost, Labour Cost Records Overtime / Idle Time / Incentive Schemes | Method of explanation and solving sums ✓ Discussion ✓ Question answers |
| 5. | October | 4 lectures per week | Overheads: The Concept Classification of overheads on different bases, Apportionment and Absorption of Overheads | Method of explanation and solving sums ✓ Discussion ✓ Question answers |

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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM1

SUBJECT=FINANCIAL ACCOUNTING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|---|--|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | AS-1 disclosure of accounting policy AS-2 valuation of stock AS-9 revenue recognition FIFO and weighted average method Valuation of stock on and after balance sheet date | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | august | 4 lectures per week | Capital and revenue expenditure and income Final accounts of manufacturing concern Revision for internal exam | Method of explanation and solving sums ✓ Discussion Question answers |
| 4. | September | 4 lectures per week | Departmental accounting Allocation of expenses and incomes Departmental trading and P & L account and balance sheet | Method of explanation and solving sums ✓ Discussion Question answers |
| 5. | October | 4 lectures per week | Hire purchase account and revision | Method of explanation and solving sums ✓ Discussion © Question answers |

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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM1

SUBJECT=FINANCIAL MANAGEMENT

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Introduction to financial management, Scope importance and objectives of financial management Profit and wealth maximization Time value of money Future value, Present value Annuity, Discounting and compounding techniques | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | august | 4 lectures per week | Leverage, Operating financial and composite leverage EBIT-EPS analysis | Method of explanation and solving sums ✓ Discussion Question answers |
| 4. | September | 4 lectures per week | Types of finance Long term short term, medium term finance, Cost of capital | Method of explanation and solving sums ✓ Discussion Question answers |
| 5. | October | 4 lectures per week | Weighted average cost of capital Marginal cost of capital Cost of debenture, Cost of equity and preference shares revision | Method of explanation and solving sums ✓ Discussion Question answers |

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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= MAYUR SHAH

DEPARTMENT= BAF

CLASS= FYBAF SEM1

SUBJECT=FOUNDATION COURSE

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Understand the multi-cultural diversity of Indian society through its demographic composition, population distribution according to religion, caste, and gender; Understand regional variations according to rural, urban and tribal characteristics | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | august | 4 lectures per week | Violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities | Method of explanation and Discussion Question answers ✓ PPT |
| 4. | September | 4 lectures per week | Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism | Method of explanation and Discussion Question answers ✓ PPT |
| 5. | October | 4 lectures per week | The Constitution, The Preamble; Fundamental Duties of the Indian Citizen; tolerance, peace and communal harmony, The party system in Indian politics; Local self-government in urban and rural areas, Role and significance of women in politics | Method of explanation and Discussion Question answers ✓ PPT |

Mayur Shah
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COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=AUDITING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Financial Statements • Errors and Frauds • Principles of Audit • Types of Audit • Miscellaneous • Accounting Concepts Relevant to Auditing | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Audit Planning • Audit Programme • Audit working Papers • Audit Notebook | Method of explanation and Discussion Question answers ✓ PPT |
| 4. | February | 4 lectures per week | Test Checking Vs Routing Checking, • Audit Sampling • Internal Control | Method of explanation and Discussion Question answers ✓ PPT |
| 5. | MARCH | 4 lectures per week | Internal Audit, Objectives, Evaluation of Internal Audit by Statutory Auditor, Internal Audit Vs External Audit | Method of explanation and Discussion Question answers ✓ PPT |
| 6 | April | 4 lectures per week | Revision | Method of explanation and Discussion Question answers ✓ PPT |

Vandana Ladha

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= NISHA B.

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=BUSINESS COMMUNICATION

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Presentations: (to be tested in tutorials only) 4 Principles of Effective Presentation How to make a Power-Point Presentation | Method of explanation and Discussion Question answers ✓ PPT |
| 3. | January | 4 lectures per week | Interviews Meetings Conference Public Relations | Method of explanation and Discussion Question answers ✓ PPT |
| 4. | February | 4 lectures per week | Trade Letters: Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers, Letters under Right to Information (RTI) Act | Method of explanation and Discussion Question answers ✓ PPT |
| 5. | MARCH | 4 lectures per week | Reports, Summarisation | Method of explanation and Discussion Question answers ✓ PPT |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers ✓ PPT |


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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=BUSINESS MATHEMATICS

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Ratio- Definition, Continued ratio, Inverse Ratio, Proportion | Method of explanation and solving sums Discussion ✓ Question answers |
| 3. | January | 4 lectures per week | Terms and formulae, Trade discount, Cash discount, problems involving cost price, selling price, trade discount, cash discount. Introduction to Commission and brokerage | Method of explanation and solving sums Discussion ✓ Question answers |
| 4. | February | 4 lectures per week | Simple interest, compound interest, Equated monthly instalments, present value and future value, Stated annual rate and effective annual rate | Method of explanation and solving sums Discussion ✓ Question answers |
| 5. | MARCH | 4 lectures per week | Shares, face value, market value, dividend, Equity shares, preference shares, bonus shares, Mutual Fund-dividend, change in net asset value | Method of explanation and solving sums ✓ Discussion Question answers |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers |

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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER TANVEE NARVEKAR

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=FIN. ACCOUNTING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction Problems on Preparation of Final Accounts of Proprietary Trading Concern (Conversion Method) | Method of explanation and solving sums Discussion ✓ Question answers |
| 3. | January | 4 lectures per week | Accounting for Consignment Transactions Valuation of Stock Invoicing of Goods at Higher Price | Method of explanation and solving sums Discussion ✓ Question answers |
| 4. | February | 4 lectures per week | Accounting for Dependent Branch Not Maintaining Full Books, Debtors Method, Stock and Debtors Method | Method of explanation and solving sums Discussion ✓ Question answers |
| 5. | MARCH | 4 lectures per week | Computation of Loss of Stock by Fire, Ascertainment of Claim as per the Insurance Policy | Method of explanation and solving sums Discussion ✓ Question answers |
| 6 | April | 4 lectures per week | | Method of explanation and solving sums Discussion Question answers |

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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= MAYUR SHAH

DEPARTMENT= BAF

CLASS= FYBAF

SEM2

SUBJECT=FOUNDATION COURSE

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Understanding the concepts of liberalization, privatization and globalization; Growth of information technology, increasing migration; rise in corporate farming and increase in farmers' suicides. | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Importance of Environment Studies in the current developmental context; Environmental Degradation-causes and impact on human life; Sustainable development | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | MARCH | 4 lectures per week | Causes of stress and conflict in individuals and society; Agents of socialization, Maslow's theory of self-actualisation; building peace and harmony in society | Method of explanation and Discussion Question answers PPT ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers PPT ✓ |

Mayur Shah
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Vandana Ladha
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SHEGAON (W), MUMBAI 40104



VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= ANUJA V.

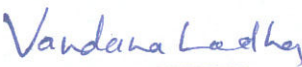
DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=LAW

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Nature of Contract, Acceptance, Capacity of Parties to Contract, Consideration, Legality of Object, Performance of Contract, Discharge of Contract, Breach of Contract, Indemnity, Guarantee, Bailment and Pledge, Agency | Method of explanation and Discussion Question answers PPT ✓ |
| 3. | January | 4 lectures per week | Formation of Contract of Sale, Goods and their Classifications, Price, Conditions and Warranties, Performance of Contract of Sales, Unpaid Seller and his Rights, Sale by Auction, Hire Purchase Agreement | Method of explanation and Discussion Question answers PPT ✓ |
| 4. | February | 4 lectures per week | Features of Negotiable Instruments, Promissory Note, Bill of Exchange and Cheque, Holder and Holder in due Course, Types of Crossing | Method of explanation and Discussion Question answers PPT ✓ |
| 5. | MARCH | 4 lectures per week | Salient Features Definition of Consumers Deficiency in Service Defects in Goods | Method of explanation and Discussion Question answers PPT ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion ✓ Question answers PPT ✓ |


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VIVEK COLLEGE OF COMMERCETEACHING PLANACADEMIC YEAR 2017 TO 2018

NAME OF THE TEACHER= VANDANA LADHA

DEPARTMENT= BAF

CLASS= FYBAF

SEM2

SUBJECT=TAXATION

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction Definitions 2 (4)Businesses; 2 (8)Dealers; 2 (12) Goods; 2 (13)Importer; 2(15)Manufacturer; 2 (20)Purchase Price; 2 (22)Resale; 2 (24)Sales 2(25)Sales Price; 2(27)Service; | Method of explanation and solving sums Discussion Question answers |
| 3. | January | 4 lectures per week | Incidence of Levy of Tax, Sec. 4 Tax Payable Sec. 5 Tax Not Leviable on Certain Goods, Sec. 7 Rate of Tax on Packing Material, Set Off, Refund | Method of explanation and solving sums Discussion Question answers |
| 4. | February | 4 lectures per week | Maharashtra Value Added Tax (MVAT), Act 2002: Registration Procedure and Rules: Section 16 | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Maharashtra Value Added Tax (MVAT), Act 2002: Audit Section 22 and 61, Penalty and Interest | Method of explanation and solving sums Discussion Question answers |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers |

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PRINCIPALVIVEK COLLEGE OF COMMERCE
COLEGAON (W), MUMBAI-400104

VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: TANVEE NARVEKAR

Department: BAF

Class: SY SEM 3

Subject: FA

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|--|-------------------------------|
| 1 | June | 4 LECTURES | Simple final accounts questions to demonstrate the effect on final Accounts when a partner is admitted during the year or when partner Retires / dies during the year Allocation of gross profit prior to and after admission / retirement / death when stock on the date of admission / retirement is not given and apportionment of other expenses based on time / Sales/other given basis Ascertainment of gross profit prior to and after admission/retirement / death when stock on the date of admission / retirement is given and apportionment of other expenses based on time / Sales / other given basis Excluding Questions where admission / retirement / death takes place in the same year | Classroom lecture, HW sums ✓ |
| 2 | July | 4 LECTURES | Excess Capital Method only Asset taken over by a partner Treatment of past profits or past losses in the Balance sheet Contingent liabilities / Realization expenses/amount kept aside for expenses and adjustment of actual | Class room lecture, HW sums ✓ |
| 3 | August | 4 LECTURES | Realization method only Calculation of purchase consideration Journal/ledger accounts of old firms Preparing Balance sheet of new firm Adjustment of goodwill in the new firm | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 LECTURES | Realisation method only Calculation of New Purchase consideration, Journal / Ledger Accounts of old firms. | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 LECTURES | In relation to purchase and sale of goods, services and assets and loan and credit transactions. | Class room lectures ✓ |

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PRINCIPALVIVEK COLLEGE OF COMMERCE
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM3

Subject: COST

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|-----------------|---|-------------------------------|
| 1 | June | 4 LECTURES | Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Problems on preparation of cost sheet & Estimated Cost sheet | Classroom lecture, HW sums ✓ |
| 2 | July | 4 LECTURES | Practical problems based on reconciliation of cost and Financial accounts | Class room lecture, HW sums ✓ |
| 3 | August | 4 LECTURES | Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Escalation clause, practical problems | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 LECTURES | Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit Practical problems Process Costing and joint and by products | Classroom lecture, HW sums ✓ |
| 5 | Oct | 4 LECTURES | revision | Class room lectures ✓ |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM3

Subject: AUDIT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|---|------------------------|
| 1 | June | 4 LECTURES | Audit of Income : Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received | Classroom lecture, ✓ |
| 2 | July | 4 LECTURES | Audit of assets : Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, Patent Rights 2.2 Audit of Liabilities: Outstanding Expenses, Accounts Payable, | Classroom lecture, ✓ |
| 3 | August | 4 LECTURES | Meaning Procedure of issuing Auditing Standards in India Brief overview of Auditing Standards in India Scope of SAs Significance | Classroom lecture, ✓ |
| 4 | Sept | 4 LECTURES | Qualifications, Disqualifications, Appointments, Reappointment, Removal of auditors. Special auditors Branch auditors Rights and duties of company auditors | Classroom lecture, ✓ |
| 5 | Oct | 4 LECTURES | revision | Classroom lecture, (C) |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: SEEMA SINGH

Department: BAF

Class: SY SEM3

Subject: IT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|---|----------------------|
| 1 | June | 4 LECTURES | History of Computers Parts of Computers Hardwares: Specifications and Data Storage Management Softwares: Concept of System Software and Applications Networking: Introduction and types of network topologi | Classroom lecture, |
| 2 | July | 4 LECTURES | MS Word: Creating, Editing, Formatting and Printing of Documents, Using Tools, Mailmerge and Print Review and Set-up MS Excel: Creating Worksheet, Creating Various Formulae, Creating Charts, Rename and Copy of Worksheets, Using Tools, Printing Review and Set-up Power Point: Create Project Report, Create Slides, Animation, Page Designing, Insert Image, View Page, Print Review and Set-up. Use of Tools In Accounting :- Preparation of vouchers, invoices and reports, Calculation of Interest, Depreciation, TDS, Salary, Taxes, inven | Classroom lecture, ✓ |
| 3 | August | 4 LECTURES | Use of Various Web Browser Information Searching Tools Downloading Create New email ID Sending Data through email | Classroom lecture, ✓ |
| 4 | Sept | 4 LECTURES | Introduction – Internet components – electronic commerce – e-commerce applications – Electronic Data Exchange – Extranet – Payment systems – Risks and security considerations – Legal issues – Other emerging technologies | Classroom lecture, ✓ |
| 5 | Oct | 4 LECTURES | Meaning, Advantages and Limitations of E Commerce, The role of Strategy in E Commerce, Value chains in E Commerce, Infrastructure for Electronic Commerce Web Based Tools for Electronic Commerce, Electronic Commerce software, Security Threats to electronic Commerce, Implementing Security for Electronic Commerce, Electronic Payment Systems, Strategies for Marketing, Sales | Classroom lecture, © |

Seema Singh

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: ALOK HARDIKAR

Department: BAF

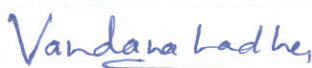
Class: SY SEM3

Subject: FMO

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|---|----------------------|
| 1 | June | 4 LECTURES | Saving and Investment Money, Inflation and Interest Banking and Non Banking Financial Intermediaries | Classroom lecture, ✓ |
| 2 | July | 4 LECTURES | Financial Markets: Introduction and meaning, Government Economic Philosophy and Financial Market, Structure of Financial Market in India Capital Market: Introduction and meaning, Concept, Role, Importance, Evolution in India, Primary Market System and Regulations in India, Secondary Market System Bond Market in India | Classroom lecture, ✓ |
| 3 | August | 4 LECTURES | Meaning and types of Financial Instruments Characteristics of Financial Instruments: Liquidity, Maturity, Safety and Yield | Classroom lecture, ✓ |
| 4 | Sept | 4 LECTURES | Merchant Banking : Managing of Public Equity / Debenture Issues Mobilizing Fixed Deposits, Arranging Inter-corporate Loans, Raising term Finance and Loan Syndication. Other Financial Services: Consumer Finance, Credit Cards, Mutual Funds and Commercial Paper | Classroom lecture, ✓ |
| 5 | Oct | 4 LECTURES | revision | Classroom lecture, ✓ |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: ANUJA VILANKAR

Department: BAF

Class: SY SEM3

Subject: LAW


| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|---|----------------------|
| 1 | June | 4 LECTURES | a) Concept of Partnership - Partnership and Company - Test for determination of existence for partnership - Kinds of partnership b) Registration and effects of non-registration of Partnership c) Rights and Duties of Partners d) Authority and Liability of partners e | Classroom lecture, ✓ |
| 2 | July | 4 LECTURES | a)Nature of Limited Liability Partnership b)Incorporation of Limited Liability Partnership c)Extent and Limitation of Liability of Limited Liability Partnership and Partners d)Contributions e)Conversion Into Limited Liability Partnership | Classroom lecture, ✓ |
| 3 | August | 4 LECTURES | a) Definitions • Section 2 (k) – Manufacturing Process, • Section 2 (l) –Workers • Section 2 (m)– Factory b) Provisions pertaining to i | Classroom lecture, ✓ |
| 4 | Sept | 4 LECTURES | . Health- Section 11 to Section 20 ii. Safety- Section 21 to Section 41 | Classroom lecture, ✓ |
| 5 | Oct | 4 LECTURES |) Admission, Retirement and Expulsion of Partner | Classroom lecture, ✓ |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: JENNIFER M

Department: BAF

Class: SY SEM3

Subject: ECONOMICS

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|-----------------|--|-------------------------|
| 1 | June | 4 LECTURES | Macroeconomics: Meaning, Scope and Importance. Circular flow of aggregate income and expenditure and its Importance- closed and open economy models conventional and Green GNP and NNP concepts - National Income and Economic Welfare. Trade Cycles | Classroom lecture, ✓ |
| 2 | July | 4 LECTURES | Money Supply, Factors influencing Velocity of Circulation of Money Demand for Money, Classical and Keynesian approaches and Keynes' liquidity preference theory of interest - Friedman's restatement of Demand for money Money and prices : Quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach | Classroom lecture, ✓ |
| 3 | August | 4 LECTURES | Public finance. Major fiscal functions : allocation function, distribution function & stabilization function Principle of Maximum Social Advantage: Dalton and Musgrave Views | Classroom lecture, ✓ |
| 4 | Sept | 4 LECTURES | Sources of Public Revenue : tax and non-tax revenues, proportional, progressive and regressive taxation Income and Wealth, Consumption, Savings, Investments and Production. Public Expenditure, Theories of Public Expenditure: Wagner's Hypothesis and Wiseman Peacock Hypothesis - Causes for Public Expenditure Growth. | Classroom lecture, ✓ |
| 5 | Oct | 4 LECTURES | Fiscal Policy: Meaning, Objectives, constituents and Limitations. Contra cyclical Fiscal Policy and Discretionary Fiscal Policy : Principles of Sound and Functional Finance Budget- Meaning objectives and types | Classroom lecture, ✓ |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: SHRUTI P.

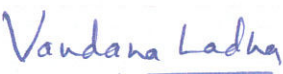
Department: BAF

Class: SY SEM4

Subject: FA

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|----------------------------------|
| 1 | November | 4 LECTURES | Relevant provisions of Companies Act related to preparation of Final Account (excluding cash flow statement) Preparation of financial statements as per Companies Act. (excluding cash flow statement) | Classroom lecture, ✓ HW sums |
| 2 | December | 4 LECTURES | Provision of the Companies Act for redemption of Preference Shares (Sec 55 of the Companies Act, 2013), Companies (Share and Debentures) Rules. Methods of Redemption of fully paid up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalisation of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption, (Question on entries and/or Balance Sheet) Note: Companies governed by Section 133 of the Companies Act, 2013 and | Class room lecture, ✓ HW sums |
| 3 | January | 4 LECTURES | Introduction : Provisions of Section 71 (1) and (4) of the Companies Act, 2013, Creation and investment of DRR including The Companies (Share Capital and Debentures) Rules, 2014, the methods of writing-off discount/loss on issue of debentures; Terms of issue of debentures Methods of redemption of debentures: By payment in lumpsum and by payment | Class room lecture, ✓ HW sums |
| 4 | February | 4 LECTURES | Principles for ascertainment Preparation of separate, combined and columnar Profit and Loss Account including different basis of allocation of expenses/ incomes | Classroom lecture, ✓ HW sums |
| 5 | MARCH | 4 LECTURES | Conversion as per AS 11 and incorporation in HO ac | Class room lectures ✓ |


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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: TANVEE D N

Department: BAF

Class: SY

Subject: MAC SEM 4

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|-------------------------------|
| 1 | November | 4 LECTURES | Meaning, Features, Scope, Importance, Functions, role of Management Accounting, Management Accounting Framework, Tools, Management Accounting and Financial Accounting | Classroom lecture, HW sums ✓ |
| 2 | December | 4 LECTURES | a) Vertical Forms of Balance Sheet and Profit and Loss Account suitable for analysis b) Trend Analysis. c) Comparative Statement. d) Common Size Statement. NOTE: Practical Problems based on the above (a) to (d) | Class room lecture, HW sums ✓ |
| 3 | January | 4 LECTURES | Meaning of financial Statement Analysis, steps, Objective and types of Analysis. Ratio analysis: Meaning, classification, Du Point Chart, advantages and Limitations. Balance Sheet Ratios: i) Current Ratio ii) Liquid Ratio iii) Stock Working Capital Ratio iv) Proprietary Ratio v) Debt Equity Ratio vi) Capital Gearing Ratio Revenue Statement Ratios: | Class room lecture, HW sums ✓ |
| 4 | February | 4 LECTURES | Preparation of Cash Flow Statement with reference to Accounting Standard No .3. (Indirect method only) | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 4 LECTURES | A. Concept, Nature of Working Capital , Planning of Working Capital B. Estimation / Projection of Working Capital Requirement in case of Trading and Manufacturing Organization C. Operating Cycle Practical Problems | Class room lectures ✓ |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM4

Subject: AUDIT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|-------------------------|
| 1 | November | 4 LECTURES | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report | Classroom lecture, ✓ |
| 2 | December | 4 LECTURES | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes | Classroom lecture, ✓ |
| 3 | January | 4 LECTURES | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act and the Regulations thereunder The Chartered Accountant Act Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice | Classroom lecture, ✓ |
| 4 | February | 4 LECTURES | Introduction Auditing and Investigation Steps in Investigation Special aspects in connection with Business Investigation | Classroom lecture, ✓ |
| 5 | MARCH | 4 LECTURES | REVISION | Classroom lecture, ✓ |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: SEEMA SINGH

Department: BAF

Class: SY SEM4

Subject: IT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|-----------------------|
| 1 | November | 4 LECTURES | Introduction, Definition and Meaning of business process Flow of business process for accounting, purchase, sales and finance Classification of business processes Introduction, Definition and Meaning of Business Process Management Principles and practices of Business Process Management Business Process Management life cycle Theories of Business Management Process | Class room lectures ✓ |
| 2 | December | 4 LECTURES | Introduction and meaning Uses and Benefits Role Need and requirements of computerized accounting Basic requirements of computerized accounting system Limitations of computerized accounting system Understand the development and design of a computerized accounting system; determining how the accounting data will be processed, i.e. what accounts and books are needed and what is the desired output | Class room lectures ✓ |
| 3 | January | 4 LECTURES | Introduction Concept of MIS Need for MIS Characteristic of MIS Outputs of MIS Role of MIS Guidelines for Developing MIS reports Functional Aspects of the MIS: Problems in MIS Knowledge required for studying MIS | Class room lectures ✓ |
| 4 | February | 4 LECTURES | Need and importance of IT in auditing Auditing in IT environment | Class room lectures ✓ |
| 5 | MARCH | 4 LECTURES | REVISION | Class room lectures ✓ |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: VIVEK SINGH


Department: BAF

Class: SY SEM4

Subject: FC IN MNGT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|--|-------------------------|
| 1 | November | 4 LECTURES | Introduction to Management, Definition of Management Nature of Management Objectives of Management Administration vs Management | Class room lectures ✓ |
| 2 | December | 4 LECTURES | Definition and Importance of Planning Process of Planning Limitations of Planning Features of Sound Planning | Class room lectures ✓ |
| 3 | January | 4 LECTURES | Definition, nature and significance Process of organisation Principles of organisation Formal and Informal organisation - features, advantages and disadvantages | Class room lectures ✓ |
| 4 | February | 4 LECTURES | Meaning, Importance of Staffing Recruitment and its sources Selection procedure Distinction between Recruitment and Selection | Class room lectures ✓ |
| 5 | MARCH | 4 LECTURES | Meaning and Importance of directing Principles of Directing Leadership trails and Styles Motivation – Importance and Factors Co-ordination – Meaning, features and Importa | Class room lectures (C) |


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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: ANUJA V

Department: BAF

Class: SY SEM4

Subject: LAW

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|-----------------------|
| 1 | November | 4 LECTURES | Section 2 Clause (2) – Accounting Standard Clause (7) – Auditing Standard Clause (13) – Books of Accounts Clause (31) – Deposit Clause (41) – Financial Year Clause (42) – Foreign Company Clause (47) – Independent Director | Class room lectures ✓ |
| 2 | December | 4 LECTURES | Section 3 to Section 20 | Class room lectures ✓ |
| 3 | January | 4 LECTURES | Sections 23, 25 to 28, 33, 35, 39 | Class room lectures ✓ |
| 4 | February | 4 LECTURES | Section 42 | Class room lectures ✓ |
| 5 | MARCH | 4 LECTURES | Sections 43, 46, 47, 52 to 56, 61 to 72 | Class room lectures ✓ |

Anuja

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2017 TO 2018**

Name of Teacher: VANDANA LADHA

Department: BAF

Class: SY SEM 4

Subject: RM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|-----------------|---|-----------------------|
| 1 | November | 4 LECTURES | Introduction and meaning of research, Objectives of research, Features and Importance of research in Accounting and Finance, Objectives and Types of research - Basic, Applied, Descriptive, Analytical and Empirical Research. Formulation of research problem : Meaning and Selection Review of Literature | Class room lectures ✓ |
| 2 | December | 4 LECTURES | Meaning of Introduction, Need, and Good research design. Hypothesis: Formulation, Sources, Importance and Types Different Research designs | Class room lectures ✓ |
| 3 | January | 4 LECTURES | Data Collection: Introduction and meaning, types of data Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data Secondary data: Sources and Limitations Factors affecting the choice of method of data collection. Sampling: Significance, Methods, Factors determining sample size Data Presentation: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation Statistical Analysis: Tools and Techniques, Measures of Central Tendency | Class room lectures ✓ |
| 4 | February | 4 LECTURES | Meaning and techniques of interpretation, Research Report Writing: Importance, Essentials, Structure/ layout | Class room lectures ✓ |
| 5 | MARCH | 4 LECTURES | REVISION | Class room lectures ✓ |

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Vivek College of Commerce 2017-18

Name of Teacher: Niral Shah

Department: BAF

Class: TY SEM5

Subject: COSTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Meaning of operating costing, cost units, sums of transport cos, hotels, hospitals | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Meaning and definition of non integrated accounting, practical sums of non integrated | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning and definition of integrated accounting, sums of integrated | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per month | Meaning of process costing, sums on inter process profit, valuation of WIP, equivalent units | Classroom lecture, HW sums ✓ |
| 5 | Oct | 2 lectures | Theory of Uniform costing, Inter firm comparison, Emerging markets, Objectives of the whole syllabus | Class room lectures ✓ |



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Vivek College of Commerce 2017-18

Name of Teacher: Niral Shah

Department: BAF

Class: TY SEM5

Subject: FINANCIAL ACCOUNTING 5

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Internal reco, Buy back of shares | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Buy back of shares, liquidation of cos | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Liquidation of cos, underwriting of shares and debentures | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Underwriting of shares and debentures, AS-14 Amalgamation, absorption & External Reco | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Amalgamation, absorption, external reco, objectives of the whole syllabus, theory of all chpts | Class room lecture, HW sums ✓ |

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Vivek College of Commerce 2017-18

Name of Teacher: VINAY TIWARI

Department: BAF

Class: TY

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|----------------------------------|
| 1 | June | 4 lectures per week | Introduction Meaning of Return Types of Return- Holding Period Return, Annualized Return, Expected Return Meaning of Risk Types of Risk- Business | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Introduction EBIT & EPS Analysis Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning Choice of Capital Structure. Importance Optimal capital Structure EBIT-EPS Analysis Cost of Capital, Capital structure and Market Price of Share | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Introduction Motives for holding cash Aspects of cash management Long terms cash forecasting Reason for cash surplus Cash management: Basic strategies, Cash Management | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Introduction Aspects of Receivable Management Credit Policy, Credit Evaluation, Credit Granting decision, Control on Accounts Receivable (Including Practical Problems) | Class room lecture, HW sums ① |

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Vivek College of Commerce 2017-18

Name of Teacher: PRADEEP HATHI

Department: BAF

Class: TY SEM5

Subject: TAX

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|------------------------|---|----------------------------------|
| 1 | June | 4 lectures per week | Definitions u/s – 2 Section 2 – Assessee, Assessment Year, Assessment, Annual value, Business, Capital asset, Income, Person, Previous Year, Transfer Basis of Charge Section 3 – 9 – Previous Year, Residential Status, Scope Of Total Income, Deemed Income | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Section 10 – restricted to, Agricultural Income, Sums Received From HUF By Member, Share of Profit from Firm, Casual & Non – Recurring Receipts, Scholarships, Income of Minor Child, Allowance to Members of Parliament and Legislative Assembly. Note -Exemptions related to specific Heads of Income to be covered with Relevant Provisions. | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Salary Section 15 – 17, Including Section 10 relating to House Rent Allowance, Travel Concession, Special Allowance, Pension – Commutation, Leave Encashment, Compensation, Voluntary Retirement, Payment from Provident Fund Income From House Property Section 22 – 27, Including Section 2 – Annual Value Profits & Gains From Business & Profession Vocation Section 28-32, 36, 37, 40, 40A & 43B. including.: Section 2 – Business Capital Gains Section 45, 48, 49, 50, 54 and 55 Income from Other | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | 80 A- Restriction on claim in Chapter VI- A deductions 80 C – Payment of LIC/PF and other eligible investments 80CCC – Contribution to certain Pension Fund 80D – Medical Insurance Premium 80 DD- Maintenance and medical treatment of handicapped dependent 80E – Interest on Educational Loan 80 TTA- Interest on Saving Bank account 80U – Deduction in the case of totally blind | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Computation of Total Income Of Individual & HUF | Class room lecture, HW sum ✓ |

P. Hathi

SUBJECT IN-CHARGE

Vandana Ladha
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PRINCIPALVIVEK COLLEGE OF COMMERCE
GOREGAON (W), MUMBAI-400104

Vivek College of Commerce 2017-18

Name of Teacher: VANDANA LADHA

Department: BAF

Class: TY SEM5

Subject: AUDIT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|-----------------------|
| 1 | June | 4 lectures per week | Powers & Duties of Auditors, Liabilities of Auditors Branch Audit, Joint Audit, Special Audit, Tax Audit | Class room lectures ✓ |
| 2 | July | 4 lectures per week | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report Adverse Opinion, Disclosures, Reports & Certificate | Class room lectures ✓ |
| 3 | August | 4 lectures per month | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes Audit tools, test packs, computerized audit programmes Special aspects in Audit of E-Commerce Transaction. | Class room lectures ✓ |
| 4 | Sept | 4 lectures per week | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act, 1949 and the Regulations thereunder The Chartered Accountant Act, 1949 Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice Disabilities for purpose of Membership Disciplinary Procedure | Class room lectures ✓ |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lectures ✓ |

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Vivek College of Commerce 2017-18

Name of Teacher: VIVEK SINGH

Department: BAF

Class: TY

SEM 5

Subject: MNGT APPL

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Meaning and Definition of Marketing – 4 Ps of Marketing Product Management – Meaning & Definition – Product Development Strategies Price Management – Meaning and Definition – Pricing Strategies Place (Distribution) Management – Meaning and Definition – Factors Governing Distribution Decisions – Types of Distribution Channels Promotion Management – Meaning – Promotion Strategies | Class room lectures ✓ |
| 2 | July | 4 lectures per week | Meaning and Definition of Production Management – Scope of Production Management - Production vs. Productivity Meaning of Productivity - Measurement of Productivity – Measure to increase Productivity – Productivity Movement in India Meaning and Definition of Quality Management – TQM – Quality Circles – ISO 9000/14000 Inventory Management – Meaning and Methods | Class room lectures ✓ |
| 3 | August | 4 lectures per month | Meaning and Definition of Human Resource Planning, Human Resource Management and Human Resource Development Process of Human Resource Planning Scope of Human Resource Management Methods of Developing Human Resource Performance Appraisal – Meaning and Definition – Traditional and Modern Methods of Appraisal – Self Appraisal – 360 Appraisal | Class room lectures ✓ |
| 4 | Sept | 4 lectures per week | Meaning and Definition of Financial Management – Functions of Financial Management Short-term and Long-term Sources of Finance – Sources and Significance Capital Market – Meaning and Constituents – Functions Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options Case studies based on the above topics | Class room lectures ✓ Ⓞ |

Vivek Singh
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Vivek Singh
PRINCIPAL

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GOREGAON (W), MUMBAI-400104



Vivek College of Commerce 2017-18

Name of Teacher: ALOK HARDIKAR

Department: BAF

Class: TY SEM6

Subject: FA 6

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-------------------------------------|
| 1 | November | 4 lectures per week | Legal provision in Banking Regulation Act, 1949 relating to Accounts. Statutory reserves including Cash Reserve and Statutory Liquidity Ratio. Bill purchase and discounted, rebate of bill discounted. Final Accounts in prescribed form Non – performing assets and Income from non – performing assets. Classification of Advances, standard, sub – standard, doubtful and provisioning requirement. | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | General Insurance – Various types of insurance, like fire, marine, Miscellaneous, Special terms like premium, claims, commission, Management expenses, Reserve for unexpired risk, reinsurance Final Accounts in a prescribed form. Revenue Statement – Form B – RA, Profit / Loss Account – Form B – PL and Balance Sheet Form B – BS. | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | For shares (variable income bearing securities) For debentures/Preference. shares (fixed income bearing securities) Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). Columnar format for investment account. | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Conversion of partnership business into Limited Liability Partnership Final accounts | Class room lectures ✓ |

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Vivek College of Commerce 2017-18

Name of Teacher: NIRAL SHAH

Department: BAF

Class: TY

Subject: COST SEM 6

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-------------------------------|
| 1 | November | 4 lectures per week | Meaning & objectives, Advantages and limitations of budgets Functional budgets, fixed and flexible budgets Zero based budgeting, performance budgeting <i>Simple practical problems of preparing flexible budgets and functional budgets</i> | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Absorption Costing and Marginal Costing Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing Cost Volume and Profit Analysis Break even analysis meaning and graphic presentation Margin of safety Key factor <i>Simple practical problems based on using the marginal costing</i> | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Make or buy Sales mix decisions Exploring new markets Plant shut down decision | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Material Cost variance Labour cost variance Variable overhead variances Fixed Overhead variances Sales variances <i>Simple practical problems</i> | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | REVISION | Class room lectures ✓ |

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Vivek College of Commerce 2017-18

Name of Teacher: Vinay Tiwari

Department: BAF

Class: TY sem6

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-------------------------------|
| 1 | November | 4 lectures per week | Meaning of strategic financial management Strategic financial decision making framework Functions of Strategic Financial Management | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Fundamental analysis - Meaning, Dividend growth model and PE multiple Industry analysis - Factors affecting industry analysis, Techniques used industry analysis, Company analysis Technical analysis - Meaning, General principles and methods, The Dow theory, Market indicators Bond valuation - Introduction, Bond valuation model, Bond value theorems, Yield | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Introduction of dividend policy Practical considerations in dividend policy Theories on dividend policy, Traditional position, Walter approach, Gordon Growth approach Modigliani and Miller hypothesis | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Introduction Classification of MFs Evaluating performance MFs, NAV, Costs incurred by MFs, Holding Period Return Criteria for evaluating the performance, Sharpe ratio, Treynor ratio, Jensen's ratio | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Activities in portfolio management Objectives of portfolio management Theories, Traditional approach, Modern approach Portfolio analysis | Class room lectures ✓ Ⓞ |

V. Tiwari

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Vivek College of Commerce 2017-18

Name of Teacher: Pradeep Hathi

Department: BAF

Class: TY

Subject: TAX

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-------------------------------|
| 1 | November | 4 lectures per week | Clubbing of Income - Section 60 to 65 | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Computation of Tax liability of Individual & HUF | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Excluding u/s 139(4A), 139(4B), 139(4C) & 139 (4D) | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Basic Aspects of Deduction of Taxes at Source Sec: 192 – TDS on Salary Sec: 194A – TDS on Interest Sec: 194C – TDS on Contractor Sec: 194H – TDS on Commission Sec: 194I – TDS on Rent Sec: 194J – TDS on Professional Fees Advance Tax U/S 207, 208, 209, 210 & 211 Sec: 207 – Income Liable to Advance Tax Sec: 208 – Liability of Advance Tax Sec: 209 – Computation of Advance Tax Sec: 210 – Payment of Advance Tax by Assessee on His Own Account Sec: 211 – Due Dates of Payment of Advance Tax Interest Payable U/S 234A, 234B, 234C Sec: 234A – Interest for default in furnishing return of income Sec: 234B – Interest for default in payment of advance tax Sec: 234C – Interest for deferment of advance ta | Class room lectures ✓ Ⓢ |

P. N. Hathi

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COREGAON (W), MUMBAI-400104

Vivek College of Commerce 2017-18

Name of Teacher: Niral Shah

Department: BAF

Class: TY sem 6

Subject: FA 7

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|----------------------------------|
| 1 | November | 4 lectures per week | Valuation of Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method Valuation of Shares Intrinsic Value Method, Yield method and Fair Value Method | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Final Accounts as per Double Account System - Final Accounts as per Electricity Rules - Receipt & Expenditure on Capital Account - General Balance Sheet - Contingency Reserve Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets Simple practical problems | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting provisions including appropriation to various funds Format of Final Accounts – Form N Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Conversion as per AS 11 and incorporation in HO accounts 5 | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Purpose & Objective of financial statement-its Frame work-its assumption, characteristics, element, recognition & measurement. Convergence & first time adoption of IFRS First time adaptation of Indian Accounting Standard | Class room lectures ✓ |

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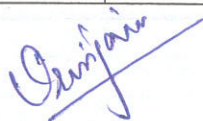
Name of Teacher: Urvi Jain

Department: BAF

Class: TY

Subject: ECONOMICS

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|--------------------------|
| 1 | November | 4 lectures per week | Introduction Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance | Class room lectures ✓ |
| 2 | December | 4 lectures per week | Growth and pattern of industrialization Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects | Class room lectures ✓ |
| 3 | January | 4 lectures per month | Service Sector Nature and scope of service industry Recent trends in Banking industry, Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991 FDI, foreign capital and transnational companies in India. Role | Class room lectures ✓ |
| 4 | February | 4 lectures per month | Money market and its features Monetary policy of RBI Progress of commercial banking in India Development of capital markets SEBI and its functions | Class room lectures ✓ |
| 5 | MARCH | 2 lectures | revision | Class room lectures ✓ |



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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

NAME OF THE TEACHER=SHRADDHA S

DEPARTMENT= BAF


CLASS= FYBAF SEM1

SUBJECT=BUSINESS COMMUNICATION

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Concept of Communication Channels and Objectives of Communication: Channels- Objectives of Communication Methods and Modes of Communication: | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Problems in Communication /Barriers to Communication: Listening Skills Introduction to Business Ethics: | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Theory of Business Letter Writing: Personnel Correspondence: | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Commercial Terms used in Business Communication Paragraph Writing: Activities | Method of explanation and Discussion Question answers PPT |


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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

NAME OF THE TEACHER=NIRAV T

DEPARTMENT= BAF

CLASS= FYBAF SEM1

SUBJECT=BUSINESS ECONOMICS

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Scope and Importance of Business Economics | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Demand Function Demand estimation and forecasting | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Production function Cost concepts | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Monopolistic competition | Method of explanation and Discussion Question answers PPT |



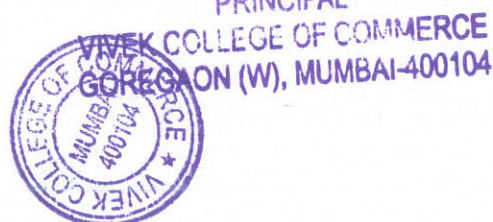
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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

NAME OF THE TEACHER=TANVEE D N

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=BUSINESS ENVIRONMENT

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|---|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment b) Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship: Entrepreneurship and Economic Development, Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, Entrepreneurship as a Career Option c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986 | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries | Method of explanation and Discussion Question answers PPT |

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**PROGRAMME
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Principals
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=VANDANA L

DEPARTMENT=BAF

CLASS=FYBAF

SEM1

SUBJECT=COST ACCOUNTING

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Evolution Objectives and Scope of Cost Accounting Importance and Advantages of Cost Accounting Difference between Cost Accounting and Financial Accounting Limitations of Financial Accounting Definitions: Cost, Costing and Cost Accounting Classification of Cost on Different Bases Cost Allocation and Apportionment Coding System Essentials of Good Costing System | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Material Cost: The Concept Material Control Procedure Documentation Stock Ledger, Bin Card Stock Levels Economic Order Quantity (EOQ) | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Labour Cost: The Concept Composition of Labour Cost Labour Cost Records Overtime / Idle Time / Incentive Schemes | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Overheads: The Concept Classification of overheads on different bases Apportionment and Absorption of Overheads | Method of explanation and Discussion Question answers PPT |

Vandana Ladha

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

NAME OF THE TEACHER=VANDANA L

DEPARTMENT=BAF

CLASS=FYBAF

SUBJECT=FINANCIAL ACCOUNTING

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|---|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | AS-1 disclosure of accounting policy AS-2 valuation of stock AS-9 revenue recognition FIFO and weighted average method Valuation of stock on and after balance sheet date | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Capital and revenue expenditure and income Final accounts of manufacturing concern Revision for internal exam | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Departmental accounting Allocation of expenses and incomes Departmental trading and P & L account and balance sheet | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Hire purchase account and revision | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

NAME OF THE TEACHER=TANVEE D N

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FINANCIAL MANAGEMENT

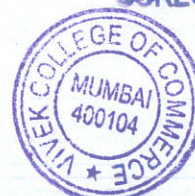
| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Introduction to financial management Scope importance and objectives of financial management Profit and wealth maximization Time value of money Future value Present value Annuity Discounting and compounding techniques | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Leverage Operating financial and composite leverage EBIT-EPS analysis | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Types of finance Long term short term, medium term finance Cost of capital | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Weighted average cost of capital Marginal cost of capital Cost of debenture Cost of equity and preference shares revision | Method of explanation and Discussion Question answers PPT |

NON
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Vandana Ladha
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=MAYUR SHAH

DEPARTMENT= BAF

CLASS= FYBAF

SEMI

SUBJECT=FOUNDATION COURSE

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|-----------|---------------------|--|---|
| 1. | June | - | - | - |
| 2 | July | 4 lectures per week | Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender; Appreciate the concept of linguistic diversity in relation to the Indian situation; Understand regional variations according to rural, urban and tribal characteristics; Understanding the concept of diversity as difference | Method of explanation and Discussion Question answers PPT |
| 3. | august | 4 lectures per week | Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities and understand the issues of people with physical and mental disabilities | Method of explanation and Discussion Question answers PPT |
| 4. | September | 4 lectures per week | Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; Examine the causes and effects of conflicts arising out of regionalism and linguistic differences | Method of explanation and Discussion Question answers PPT |
| 5. | October | 4 lectures per week | Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; tolerance, peace and communal harmony as crucial values in strengthening the social fabric of Indian society; Basic features of the Constitution The party system in Indian politics; Local self-government in urban and rural areas; | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=VANDANA L

DEPARTMENT= BAF

CLASS= FYBAF SEM2

SUBJECT=AUDITING

| Sr. No. | month | No. of lectures | Topics covered | Methods used |
|---------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Financial Statements, • Errors and Frauds • Principles of Audit • Types of Audit • Miscellaneous • Accounting Concepts Relevant to Auditing | Method of explanation and Discussion Question answers PPT |
| 3. | January | 4 lectures per week | Audit Planning • Audit Programme • Audit working Papers • Audit Notebook | Method of explanation and Discussion Question answers PPT |
| 4. | February | 4 lectures per week | Test Check • Audit Sampling • Internal Control | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Basic Principles of Establishing Internal Audit, Statutory Auditor, Usefulness of Internal Audit Internal Audit Vs External Audit, Internal Checks Vs Internal Audit | Method of explanation and Discussion Question answers PPT |
| 6 | April | 4 lectures per week | Revision | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=SHRADDHA

DEPARTMENT= BAF

CLASS= FYBAF


SEM 2

SUBJECT=BUSINESS COMMUNICATION

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|--|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Presentations: (to be tested in tutorials only) 4 Principles of Effective Presentation How to make a Power-Point Presentation | Method of explanation and Discussion Question answers PPT |
| 3. | January | 4 lectures per week | Interviews Meetings Conference Public Relations | Method of explanation and Discussion Question answers PPT |
| 4. | February | 4 lectures per week | Trade Letters: Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers, Letters under Right to Information (RTI) Act | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Reports, Summarisation | Method of explanation and Discussion Question answers PPT |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers PPT |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=MEHUL B

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=Business mathematics

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|---|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Ratio- Definition, Continued ratio, Inverse Ratio, Proportion - Continued proportion, Direct proportion, Inverse proportion, Variation - Inverse variation, Joint variation Percentage- Meaning and computation of percentage | Method of explanation and solving sums Discussion Question answers |
| 3. | January | 4 lectures per week | Terms and formulae, Trade discount, Cash discount, problems involving cost price, selling price, trade discount, cash discount. Introduction to Commission and brokerage – problems on commission and brokerage | Method of explanation and solving sums Discussion Question answers |
| 4. | February | 4 lectures per week | Simple interest, compound interest, Equated monthly instalments, reducing balance and flat rate of interest Annuity immediate- present value and future value Stated annual rate and effective annual rate | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Shares- Concept, face value, market value, dividend, Equity shares, preference shares, bonus shares, Mutual Fund- Simple problems on calculation of net income after considering entry load, exit load, dividend, change in net asset value | Method of explanation and solving sums Discussion Question answers |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers |

Mehul B
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER-TANVEE D N

DEPARTMENT= BAF

CLASS= FYBAF

SUBJECT=FIN. ACCOUNTING

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|--|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction Problems on Preparation of Final Accounts of Proprietary Trading Concern (Conversion Method) | Method of explanation and solving sums Discussion Question answers ✓ |
| 3. | January | 4 lectures per week | Accounting for Consignment Transactions Valuation of Stock Invoicing of Goods at Higher Price (Excluding Overriding Commission, Normal/Abnormal Losses) | Method of explanation and solving sums Discussion Question answers ✓ |
| 4. | February | 4 lectures per week | Meaning / Classification of Branches Accounting for Dependent Branch Not Maintaining Full Books Debtors Method Stock and Debtors Method | Method of explanation and solving sums Discussion Question answers ✓ |
| 5. | MARCH | 4 lectures per week | Computation of Loss of Stock by Fire Ascertainment of Claim as per the Insurance Policy Exclude: Loss of Profit and Consequential Loss | Method of explanation and solving sums Discussion Question answers ✓ |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers ✓ |

1002
SUBJECT IN-CHARGEVandana Ladhya
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**


NAME OF THE TEACHER=MAYUR SHAH

DEPARTMENT= BAF

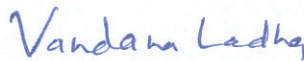
CLASS= FYBAF

SUBJECT=FOUNDATION COURSE

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|---|---|
| 1. | November | | | |
| 2 | December | 4 lectures per week | Understanding the concepts of liberalization, privatization and globalization; Growth of information technology, increasing migration; rise in corporate farming and increase in farmers' suicides. | Method of explanation and Discussion Question answers PPT |
| 3. | January | 4 lectures per week | Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights | Method of explanation and Discussion Question answers PPT |
| 4. | February | 4 lectures per week | Importance of Environment Studies in the current developmental context; Environmental Degradation-causes and impact on human life; Sustainable development | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Causes of stress and conflict in individuals and society; Agents of socialization, Maslow's theory of self-actualisation; building peace and harmony in society | Method of explanation and Discussion Question answers PPT |
| 6 | April | 4 lectures per week | revision | Method of explanation and Discussion Question answers PPT |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER=ANUJA V

DEPARTMENT=BAF

CLASS=FYBAF

SEM 2

SUBJECT=LAW

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|---|---|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Nature of Contract, Acceptance, Capacity of Parties to Contract, Consideration, Legality of Object, Performance of Contract, Discharge of Contract, Breach of Contract, Indemnity, Guarantee, Bailment and Pledge, Agency | Method of explanation and Discussion Question answers PPT |
| 3. | January | 4 lectures per week | Formation of Contract of Sale, Goods and their Classifications, Price, Conditions and Warranties, Performance of Contract of Sales, Unpaid Seller and his Rights, Sale by Auction, Hire Purchase Agreement | Method of explanation and Discussion Question answers PPT |
| 4. | February | 4 lectures per week | Features of Negotiable Instruments, Promissory Note, Bill of Exchange and Cheque, Holder and Holder in due Course, Types of Crossing | Method of explanation and Discussion Question answers PPT |
| 5. | MARCH | 4 lectures per week | Salient Features Definition of Consumers Deficiency in Service Defects in Goods | Method of explanation and Discussion Question answers PPT |
| 6 | April | 4 lectures per week | Revision | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

NAME OF THE TEACHER= VANDANA L

DEPARTMENT= BAF


CLASS= FYBAF

SUBJECT= TAXATION

| Sr. No | month | No. of lectures | Topics covered | Methods used |
|--------|----------|---------------------|---|--|
| 1. | November | - | - | - |
| 2 | December | 4 lectures per week | Introduction Definitions 2 (4)Businesses; 2 (8)Dealers; 2 (12) Goods; 2 (13)Importer; 2(15)Manufacturer; 2 (20)Purchase Price; 2 (22)Resale; 2 (24)Sales 2(25)Sales Price; 2(27)Service; | Method of explanation and solving sums Discussion Question answers |
| 3. | January | 4 lectures per week | Incidence of Levy of Tax, Sec. 4 Tax Payable Sec. 5 Tax Not Leviable on Certain Goods, Sec. 7 Rate of Tax on Packing Material, Set Off, Refund | Method of explanation and solving sums Discussion Question answers |
| 4. | February | 4 lectures per week | Maharashtra Value Added Tax (MVAT), Act 2002: Registration Procedure and Rules: Section 16 | Method of explanation and solving sums Discussion Question answers |
| 5. | MARCH | 4 lectures per week | Maharashtra Value Added Tax (MVAT), Act 2002: Audit Section 22 and 61, Penalty and Interest | Method of explanation and solving sums Discussion Question answers |
| 6 | April | 4 lectures per week | revision | Method of explanation and solving sums Discussion Question answers |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: Pankaj Jain 2) Department: BAF
 3) Subject: Financial Accounting: Paper – III 4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year, Simple final accounts questions to demonstrate the effect on final | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Piecemeal Distribution of Cash Excess Capital Method only Amalgamation of Firms Realization method only Calculation of purchase consideration | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Conversion / Sale of a Partnership Firm into a Ltd. Company Realisation method only Accounting with the Use of Accounting Software | Method of explanation and solving sums Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer Vandana L

2) Department: BAF

3) Subject: COST ACCOUNTING : PAPER – II

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JULY | 4 LECTURES PER WEEK | Classification of Costs and Cost Sheet Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Simple practical problems on preparation of cost sheet | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | 1. Reconciliation of cost and financial accounts Practical problems based on reconciliation of cost and Financial accounts. 2. Contract Costing Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Excluding Escalation clause Note- Simple practical problems | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | 1. Process Costing Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit Note- Simple Practical problems Process Costing and joint and by products | Method of explanation and solving sums Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2016 TO 2017

- 1) Name of the Lecturer: Vandana L 2) Department- BAF
 3) Subject: Auditing - Paper – II 4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JULY | 4 LECTURES PER WEEK | Vouching 1.1 Audit of Income 1.2 Audit of Expenditure | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Auditing Techniques :- verification 2.1 Audit of assets 2.2 Audit of Liabilities 3.1 Significance of the Audit and Assurance Standards issued by Institute of Chartered Accountants of India. Responsibility of auditor for AAS 3.2 Understanding of following standards | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Audit of Limited Companies 4.1 Qualifications, Disqualifications, Appointments (First & Subsequent auditor), Reappointment, Removal of auditors. | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer: Jennifer M

2) Department: BAF

3) Subject: ECONOMICS : PAPER – II

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JULY | 4 LECTURES PER WEEK | Macroeconomics: Nation Income, Income and Employment : National Income, Real Vs Nominal GNP - PPP Income - Circular Flow of Income, Trade Cycles, Keynes' Theory of Income Determination - Theory of Multiplier - Acceleration Principle, Monetary Economics, Velocity of Circulation of Money, Demand for Money: Keynes' Theory of Demand for Money - Liquidity Preference Theory of Rate of Interest - Inflation: - Demand Pull and Cost Push Inflation | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Integration of Product and Money Market Equilibrium : Monetary Policy, Fiscal Policy, IS-LM Model: Framework, Impact of Fiscal and Monetary Policy Changes. Public Finance, Dalton & Musgrave versions, Sound Finance v/s Functional Finance, Redistribute Taxation, Anti-Inflationary Taxation - Public Revenue, Direct & Indirect Tax- Public Expenditure, Public Debt. | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | International Trade, Balance of Payment and WTO : Theories of International Trade: Comparative Cost Theory, Heckscher - Ohlin Theory - Terms of Trade: Meaning & Types - Gains from Trade, WTO Agreements with reference to TRIPS, TRIMS and GATS, Foreign Exchange Market, Spot and Forward, Arbitrage and Speculation - Equilibrium Exchange Rate Determination - Purchasing Power Parity theory - Types of Floating Rate System. | Method of explanation and solving sums Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer: ANUJA V

2) Department: BAF

3) Subject: Business Law - Paper II

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | The Indian Partnership Act - 1932 Concept of Partnership - Partnership and Company - Test for determination of existence for partnership - Kinds of partnership Registration and effects of non-registration of Partnership Rights and Duties of Partners Authority and Liability of partners Admission, Retirement and Expulsion of Partner Dissolution of Partnership | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Limited Liability Partnership Act - 2008 Concept, Formation, Membership and Functioning of Partnership Dissolution of Partnership | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Factories Act - 1948 Definitions : Section 2 (k) - Manufacturing Process; Section 2 (l) - Workers; Section 2 (m) - Factory b. Provisions pertaining to i. Health- Section 11 to Section 20 ii. Safety- Section 21 to Section 41 iii. Welfare- Section 42 to Section 49 | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer: MEHUL B

2) Department: BAF

3) Subject: Management : Paper 2

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JULY | 4 LECTURES PER WEEK | Introduction to Basic Management Concepts Introduction to Management, Definition of Management, Nature of Management, Objectives of Management, Administration vs Management, Levels of Management, Principles of Management | Method of explanation and Discussion Question answers PPT ✓ |
| 2 | AUGUST | 4 LECTURES PER WEEK | Definition and Importance of Planning, Process of Planning, Limitations of Planning, Features of Sound Planning, Features and process of decision making, Definition, nature and significance, Process of organisation, Principles of organisation, Formal and Informal organisation - features, advantages and disadvantages, Centralisation and decentralisation - factors, merits and demerits, Departmentation and Delegation | Method of explanation and Discussion Question answers PPT ✓ |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Meaning, Importance of Staffing Recruitment and its sources, Selection procedure, Distinction between Recruitment and Selection, Employment tests and types of Interview, Meaning and Importance of directing, Principles of Directing, Leadership traits and Styles, Motivation - Importance and Factors, Co-ordination - Meaning, features and Importance, Meaning and steps in controlling, Essentials of a good control system | Method of explanation and Discussion Question answers PPT ✓ |

Mehul B

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VIVEK COLLEGE OF COMMERCE
COREGAON (W), DIST. BAI-400104

VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: **MANISHA W**
 3) Subject: **Quantitative Methods for Business Paper – II**

- 2) Department: **BAF**
 4) Class: **SYBAF**

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | Decision Theory Introduction to Probability - Definition of Sample space & Event, probability of an event and simple examples Elements of Decision Problem: Concepts such as decision making, Decision maker, Courses of action, States of nature, Pay-off values , Pay-off Table, Opportunity Loss Table. Decision Making process and decision making categories Decision Making Environments - Maximin, Minimax, Maximax, Laplace, Hurwicz Alpha, Regret. Decision Making under Risk - Criteria such as EMV, EOL and EVPI Decision Tree techniques - Concept of Decision Tree and Examples | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Linear Programming Models, Mathematical formulation and graphical solution of Linear, Programming Problems. Standard Linear Programming form - slack and surplus variables. Determination of Basic Feasible solution: Simplex Method - The Big "M" Method Two phase Method. Special cases in Simplex method -Alternative optima, unbounded solutions, Infeasible solutions, Degeneracy. Transportation Models, North - West Corner Method, MODI Method, Least-Cost Method, Vogel's Approximation Method, Unbalanced Transportation Problem, Degeneracy in Transportation Problem | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Introduction, Characteristics and Assumptions Formulation of an Assignment Problem Hungarian Method Variation of the Assignment Problem | Method of explanation and solving sums Discussion Question answers PPT |

Manisha W

SUBJECT IN-CHARGE

*Vandana Lachar*PROGRAMME
CO-ORDINATOR*MS*
PRINCIPALVIVEK COLLEGE OF COMMERCE
GOREGAON (W), MUMBAI 400104

VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer: PANKAJ J

2) Department: BAF

3) Subject: Financial Accounting - Paper IV

4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | 1. Preparation of Final Accounts of Companies | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | 2. Redemption of Preference Shares | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | 3. Redemption of Debentures | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | 4. Ascertainment and Treatment of Profit Prior to Incorporation | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | 5. Accounting with the Use of Accounting Software | Method of explanation and solving sums Discussion Question answers PPT |

Pankaj J.
SUBJECT IN-CHARGE

Vandana Lachha
PROGRAMME
CO-ORDINATOR

MS
PRINCIPAL
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GOREGAON (W), MUMBAI-400104



VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

1) Name of the Lecturer: TANVEE D N

2) Department: BAF

3) Subject: Management Accounting Paper – I

4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Management Accounting Meaning - Nature - Scope and Functions of Management Accounting - Role of Management Accounting in Decision Making - Management Accounting and Financial Accounting | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Analysis and Interpretation of Accounts: a) Vertical Forms of Balance Sheet and Profit and Loss Account b) Trend Analysis.c) Comparative Statement. d) Common Size Statement. | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Ratio Analysis and Interpretation based on vertical Financial statements | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Revenue Statement Ratios, Internal Control, Internal Checks Vs Internal Control, Internal Checks Vs Test Checks | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Combined Ratio, Preparation of Cash Flow, Working Capital-Concept : Estimation /Projection of Working Capital Requirements in case of Trading and Manufacturing Organization. | Method of explanation and solving sums Discussion Question answers PPT |

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CO-ORDINATOR

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: VANDANA L 2) Department: BAF
 3) Subject: Taxation Paper – II 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Central Excise Law Basic Concepts - (Central Excise Act) : Goods/ Excisable Goods - S: 2(d), Manufacture; S:2(f), Manufacturer ; S: 2(f), Factory ; S: 2(e), Taxable Event Classification (Central Excise Tariff Act) | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | Types of duties (Central Excise Act) : Specific Duty, Ad-Valorem, Cesses-NCCD, EC, SAH EC, Compounded Levy, Valuation | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | Service Tax Basic Terms, Consideration, Person, Declared Services; Applicability of Service Tax, Registration under Service Tax law (Sec 69), Registration Procedure, Mega Exemptions from Service Tax | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | Services Specifically Excluded Transfer of title in goods or immovable property Transactions on money or actionable claims Provision of service by employee to employer Services provided by MP, MLA, etc. | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | Point of Taxation Point of taxation for services including continuous supply of services from 1.4.2012 Special provision for individual | Method of explanation and solving sums Discussion Question answers PPT ✓ |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: MEHUL B 2) Department-BAF
 3) Subject: Financial Market Operations 4) Class: SYBAF

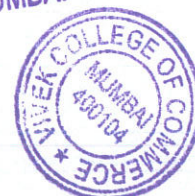
IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Debt Market : Introduction, various debt instruments, valuation of bonds | Method of explanation and Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | Equity Market : Primary Market for equities, secondary markets for equities, development of equity markets in India | Method of explanation and Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | Commodities Market : Introduction, Growth of commodity markets in India Commodity exchanges | Method of explanation and Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | Derivatives Market : Meaning of financial derivatives; futures and options, Principles of hedging with options and futures Management of risk in commodities markets | Method of explanation and Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | Global Financial Markets : Impact of globalisation on capital markets, global bonds markets , global equity markets | Method of explanation and Discussion Question answers PPT ✓ |

Mehul B
 SUBJECT IN-CHARGE

Vandana Ladhg
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: ANUJA V 2) Department: BAF
 3) Subject: Business Law Paper – III 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|--|
| 1 | NOV | 4 LECTURES PER WEEK | Section 2 & sub clauses | Method of explanation and Discussion, Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | Incorporation of Companies - Section 3 to Section 20 | Method of explanation and Discussion, Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | Public Offer - Sections 23, 25 to 28, 33, 35, 39 | Method of explanation and Discussion, Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | Private Placement - Section 42 | Method of explanation and Discussion, Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | Share Capital and Debentures - Sections 43, 46, 47, 52 to 56, 61 to 72 | Method of explanation and Discussion, Question answers PPT ✓ |

Anuja

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Vandana Ladha

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**

- 1) Name of the Lecturer: SEEMA SINGH 2) Department: BAF
 3) Subject: Information Technology Paper – II 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Internet and other emerging technologies Introduction - Internet components - electronic commerce - e-commerce applications - Electronic Data Exchange - Extranet - Payment systems - Risks and security considerations - Legal issues - Other emerging technologies | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Developmental Tools Introduction to LAAT and usage in Accounting/Audit, Audit methodologies in a computerized environment - | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Computer Assisted Audit Technologies - Audit Software - Test Data - Miscellaneous Techniques - Other Audit software - Steps involved in using CAATS | Method of explanation and Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Cyber laws and Information Technology Act 2000 : Brief history - Objectives of Act - Information Technology Act 2000 | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Introduction to online application under various Act a) PAN Application b) TAN Application c) MVAT Registration d) Service Tax Registration | Method of explanation and Discussion Question answers PPT |

Seema Singh
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2016 TO 2017**


1) Name of the Lecturer: JENNIFER M 2) Department: BAF

3) Subject: Foundation Course – II 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Values and the Individual : Values meaning - The Significance of values - Classification of Values - Need of Value Education - Values and the individual: Self Discipline, Self Confidence, Self-Initiative, Empathy, Compassion, Forgiveness, Honesty and Courage | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Values and Society : Definition of Society - Democracy - Secularism - Socialism- Gender Justice- Human Rights - Socio - Political Awareness- Social Integration- Social Justice | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Professional Values : Definition- Accountability- Willingness to learn - Team Spirit - Competence - Development - Honesty - Transparency - Respecting Others - Democratic Functioning - Integrity and Commitment | Method of explanation and Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Role of Social Institutions in Value Formation : Role of Family - Peer Group - Society - Educational Institutions - Role Models and Mass Media in value formation | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | 1. Soft Skill for effective Interpersonal Communication a) Effective listening - Importance and Features b) Verbal and Non- Verbal Communication, Public Speaking and Presentation Skills c) Leadership Skills - Self Improvement d) Preparing for group discussion and interview | Method of explanation and Discussion Question answers PPT |


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Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: Niral Shah

Department: BAF

Class: TY SEM5

Subject: COSTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Meaning of operating costing, cost units, sums of transport cos, hotels, hospitals | Classroom lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Meaning and definition of non integrated accounting, practical sums of non integrated | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning and definition of integrated accounting, sums of integrated | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per month | Meaning of process costing, sums on inter process profit, valuation of WIP, equivalent units | Classroom lecture, HW sums ✓ |
| 5 | Oct | 2 lectures | Theory of Uniform costing, Inter firm comparison, Emerging markets, Objectives of the whole syllabus | Class room lectures ✓ |

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TYBAF – TEACHING PLANNER 2016-2017

Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: Niral Shah

Department: BAF

Class: TY SEM5

Subject: FINANCIAL ACCOUNTING 5

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-----------------------------|
| 1 | June | 4 lectures per week | Internal reco, Buy back of shares | Class room lecture, HW sums |
| 2 | July | 4 lectures per week | Buy back of shares, liquidation of cos | Class room lecture, HW sums |
| 3 | August | 4 lectures per month | Liquidation of cos, underwriting of shares and debentures | Class room lecture, HW sums |
| 4 | Sept | 4 lectures per week | Underwriting of shares and debentures, AS-14 Amalgamation, absorption & External Reco | Class room lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Amalgamation, absorption, external reco, objectives of the whole syllabus, theory of all chpts | Class room lecture, HW sums |

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Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: KAPIL THAKORE

Department: BAF

Class: TY SEM 5

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Introduction Meaning of Return Types of Return- Holding Period Return, Annualized Return, Expected Return Meaning of Risk Types of Risk- Business | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Introduction EBIT & EPS Analysis Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Meaning Choice of Capital Structure. Importance Optimal capital Structure EBIT-EPS Analysis Cost of Capital, Capital structure and Market Price of Share | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Introduction Motives for holding cash Aspects of cash management Long terms cash forecasting Reason for cash surplus Cash management: Basic strategies, Cash Management | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Introduction Aspects of Receivable Management Credit Policy, Credit Evaluation, Credit Granting decision, Control on Accounts Receivable (Including Practical Problems) | Class room lecture, HW sums ✓ |

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TYBAF – TEACHING PLANNER 2016-2017

Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: PRADEEP H

Department: BAF

Class: TY SEM 5

Subject: TAX

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|-----------------------------|
| 1 | June | 4 lectures per week | Definitions u/s – 2 Basis of Charge Section 3 – 9 – Previous Year, Residential Status, Scope Of Total Income, Deemed Income | Class room lecture, HW sums |
| 2 | July | 4 lectures per week | Section 10, Agricultural Income, Sums Received From HUF By Member, Share of Profit from Firm, Casual & Non – Recurring Receipts, Scholarships, Income of Minor Child, Allowance to Members of Parliament and Legislative Assembly. | Class room lecture, HW sums |
| 3 | August | 4 lectures per month | Salary Section 15 – 17, Including Section 10 relating Income From House Property Section 22 – 27, Including Section 2 – Annual Value Profits & Gains From Business & Profession Vocation Section 28-32, 36, 37, 40, 40A & 43B. including.: Section 2 – Business Capital Gains Section 45, 48, 49, 50, 54 and 55 Income from Other | Class room lecture, HW sums |
| 4 | Sept | 4 lectures per week | 80 A, 80 C, 80CCC, 80D, 80 DD, 80E, 80 TTA, 80U. | Class room lecture, HW sums |
| 5 | Oct | 4 lectures for 2 weeks | Computation of Total Income Of Individual & HUF | Class room lecture, HW sums |

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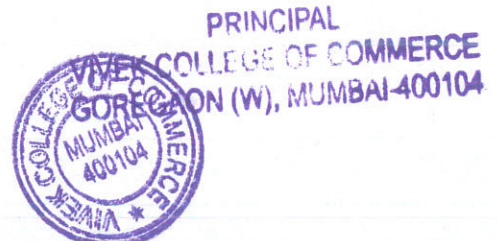
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Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: DEBJANI C

Department: BAF

Class: TY SEM 5

Subject: AUDIT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-----------------------|
| 1 | June | 4 lectures per week | Powers & Duties of Auditors, Liabilities of Auditors Branch Audit, Joint Audit, Special Audit, Tax Audit | Class room lectures ✓ |
| 2 | July | 4 lectures per week | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report Adverse Opinion, Disclosures, Reports & Certificate | Class room lectures ✓ |
| 3 | August | 4 lectures per month | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes Audit tools, test packs, computerized audit programmes Special aspects in Audit of E-Commerce Transaction. | Class room lectures ✓ |
| 4 | Sept | 4 lectures per week | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act, 1949 and the Regulations thereunder The Chartered Accountant Act, 1949 Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice Disabilities for purpose of Membership Disciplinary Procedure | Class room lectures ✓ |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lectures ✓ |

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Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: VIJAY K

Department: BAF

Class: TY SEM5

Subject: MNGT APPL

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|---------------------|
| 1 | June | 4 lectures per week | 4 Ps of Marketing Product Management, Product Development Strategies, Price Management, Place (Distribution) Management, Factors Governing Distribution Decisions – Types of Distribution Channels Promotion Management – Meaning – Promotion Strategies | Class room lectures |
| 2 | July | 4 lectures per week | Production Management – Scope of Production Management - Production vs. Productivity Meaning of Productivity - Measurement of Productivity – Measure to increase Productivity – Productivity Movement in India, TQM – Quality Circles – ISO 9000/14000, Inventory Management – Meaning and Methods | Class room lectures |
| 3 | August | 4 lectures per month | Human Resource Planning, Human Resource Management and Human Resource Development, Traditional and Modern Methods of Appraisal – Self Appraisal – 3600 Appraisal | Class room lectures |
| 4 | Sept | 4 lectures per week | Functions of Financial Management Short-term and Long-term Sources of Finance – Sources and Significance, Capital Market – Meaning and Constituents – Functions, Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options | Class room lectures |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lectures |

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TYBAF – TEACHING PLANNER 2016-2017

Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: PANKAJ K

Department: BAF

Class: TY SEM6

Subject: FA 6

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-------------------------------|
| 1 | November | 4 lectures per week | Legal provision in Banking Regulation Act, 1949 relating to Accounts. Statutory reserves including Cash Reserve and Statutory Liquidity Ratio. Bill purchase and discounted, rebate of bill discounted. Final Accounts in prescribed form Non – performing assets and Income from non – performing assets. Classification of Advances, standard, sub – standard, doubtful and provisioning requirement. | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | General Insurance – Various types of insurance, like fire, marine, Miscellaneous, Special terms like premium, claims, commission, Management expenses, Reserve for unexpired risk, reinsurance Final Accounts in a prescribed form. Revenue Statement | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | For shares, For debentures/Preference shares Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Conversion of partnership business into Limited Liability Partnership Final accounts | Class room lectures ✓ |

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ACADEMIC YEAR 2016 TO 2017

Name of Teacher: NIRAL SHAH

Department: BAF

Class: TY

Subject: COST SEM 6

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-------------------------------|
| 1 | November | 4 lectures per week | Meaning & objectives, Advantages and limitations of budgets Functional budgets, fixed and flexible budgets Zero based budgeting, performance budgeting <i>Simple practical problems of preparing flexible budgets and functional budgets</i> | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Absorption Costing and Marginal Costing Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing Cost Volume and Profit Analysis Break even analysis meaning and graphic presentation Margin of safety Key factor <i>Simple practical problems based on using the marginal costing</i> | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Make or buy Sales mix decisions Exploring new markets Plant shut down decision | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Material Cost variance, Labour cost variance Variable overhead variances Fixed Overhead variances Sales variances <i>Simple practical problems</i> | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | revision | Class room lectures ✓ |

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ACADEMIC YEAR 2016 TO 2017

Name of Teacher: KAPIL T

Department: BAF

Class: TY SEM6

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|---|-----------------------------|
| 1 | November | 4 lectures per week | Meaning of strategic financial management Strategic financial decision making framework Functions of Strategic Financial Management | Classroom lecture, HW sums |
| 2 | December | 4 lectures per week | Fundamental analysis - Meaning, Dividend growth model and PE multiple Industry analysis - Factors affecting industry analysis, Techniques used industry analysis, Company analysis Technical analysis - Meaning, General principles and methods, The Dow theory, Market indicators Bond valuation - Introduction, Bond valuation model, Bond value theorems, Yield | Class room lecture, HW sums |
| 3 | January | 4 lectures per month | Introduction of dividend policy Practical considerations in dividend policy Theories on dividend policy, Traditional position, Walter approach, Gordon Growth approach Modigliani and Miller hypothesis | Class room lecture, HW sums |
| 4 | February | 4 lectures per month | Introduction Classification of MFs Evaluating performance MFs, NAV, Costs incurred by MFs, Holding Period Return Criteria for evaluating the performance, Sharpe ratio, Treynor ratio, Jensen's ratio | Classroom lecture, HW sums |
| 5 | MARCH | 2 lectures | Activities in portfolio management Objectives of portfolio management Theories, Traditional approach, Modern approach Portfolio analysis | Class room lectures |

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ACADEMIC YEAR 2016 TO 2017

Name of Teacher: PRADEEP H

Department: BAF

Class: TY SEM 6

Subject: TAX

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|----------|----------------------|--|-------------------------------|
| 1 | November | 4 lectures per week | Clubbing of Income - Section 60 to 65 | Classroom lecture , HW sum ✓ |
| 2 | December | 4 lectures per week | Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Computation of Tax liability of Individual & HUF | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Excluding u/s 139(4A), 139(4B), 139(4C) & 139 (4D) | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Basic Aspects of Deduction of Taxes at Source Advance Tax U/S 207, 208, 209, 210 & 211 Interest Payable U/S 234A, 234B, 234C Sec: 234A – Interest for default in furnishing return of income Sec: 234B – Interest for default in payment of advance tax Sec: 234C – Interest for deferment of advance ta | Class room lectures ✓ |

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TYBAF – TEACHING PLANNER 2016-2017

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ACADEMIC YEAR 2016 TO 2017

Name of Teacher: NIRAL S

Department: BAF

Class: TY SEM 6

Subject: FA 7

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-------------------------------|
| 1 | November | 4 lectures per week | Valuation of Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method Valuation of Shares Intrinsic Value Method, Yield method and Fair Value Method | Classroom lecture, HW sums ✓ |
| 2 | December | 4 lectures per week | Final Accounts as per Double Account System - Final Accounts as per Electricity Rules - Receipt & Expenditure on Capital Account - General Balance Sheet - Contingency Reserve Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets Simple practical problems | Class room lecture, HW sums ✓ |
| 3 | January | 4 lectures per month | Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting provisions including appropriation to various funds Format of Final Accounts – Form N Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society | Class room lecture, HW sums ✓ |
| 4 | February | 4 lectures per month | Conversion as per AS 11 and incorporation in HO accounts | Classroom lecture, HW sums ✓ |
| 5 | MARCH | 2 lectures | Purpose & Objective of financial statement-its Frame work-its assumption, characteristics, element, recognition & measurement. Convergence & first time adoption of IFRS First time adaptation of Indian Accounting Standard | Class room lectures ✓ |

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Vivek College of Commerce

ACADEMIC YEAR 2016 TO 2017

Name of Teacher: KINJAL S

Department: BAF

Class: TY SEM6

Subject: ECONOMICS

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|----------|----------------------|--|-----------------------|
| 1 | November | 4 lectures per week | Introduction Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance | Class room lectures ✓ |
| 2 | December | 4 lectures per week | Growth and pattern of industrialization Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects | Class room lectures ✓ |
| 3 | January | 4 lectures per month | Service Sector Nature and scope of service industry Recent trends in Banking industry, Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991 FDI, foreign capital and transnational companies in India. Role | Class room lectures ✓ |
| 4 | February | 4 lectures per month | Money market and its features Monetary policy of RBI Progress of commercial banking in India Development of capital markets SEBI and its functions | Class room lectures ✓ |
| 5 | MARCH | 2 lectures | revision | Class room lectures ✓ |

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

- 1) Name of the Lecturer: Vandana Ladha 2) Department: BAF
 3) Subject: Financial Accounting - Elements of Financial Accounting - Paper I
 4) Class: FYBAF

I SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | Accounting standards issued by ICAI and Inventory valuation Concepts, benefits, procedures for issue of accounting standards. | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 2 | AUGUST | 4 LECTURES PER WEEK | Inventory Valuation Final Accounts | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Accounting from Incomplete Records Fire Insurance Claims | Method of explanation and solving sums Discussion Question answers PPT ✓ |

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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Madhavi Nighoskar 2) Department: BAF

3) Subject: Micro Economics - Paper I

4) Class: FYBAF

I SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | Introduction : (a) Concept of Scarcity; (b) Choice and Efficiency (c) Basic Tools in Economic Analysis Demand and Supply Analysis | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Theory of Production Cost and Revenue Analysis | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Market Structure Pricing Practices, Market Failures and Project Planning | Method of explanation and solving sums Discussion Question answers PPT |

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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

- 1) Name of the Lecturer: Seema Singh 2) Department: BAF
 3) Subject: Accounting with Use of Accounting Software - Introduction and Applications I
 4) Class: FYBAF

I SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | Introduction to Computers Office Productivity Tools | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Web | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Accounting with Use of Accounting Softwares | Method of explanation and Discussion Question answers PPT |

Seema Singh

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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer- Suvarna Raikar

2) Department: BAF

3) Subject: Business Communication - Paper I


4) Class: FYBAF

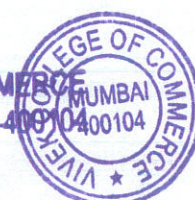
I SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JULY | 4 LECTURES PER WEEK | 1. Nature and Process of Communication <ul style="list-style-type: none"> • Concept of Communication • Process of Effective Communication • Elements of Communication • Importance of Communication in Corporate World | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | 2. Methods of Communication <ul style="list-style-type: none"> • Oral Communication: Definition, Advantages and Disadvantages • Written Communication: Definition, Advantages and Disadvantages • Guidelines for Making Effective Verbal Communication • Non-verbal Communication: Facial Expressions, Gestures, Postures, Eye-Contact and Silence 3. Dimensions of Corporate Communication <ul style="list-style-type: none"> • Corporate World and Communication • Nature of Hierarchy in Corporate World • Downward Communication: Definition, Illustrations, Merits and Demerits • Upward Communication: Definition, Illustrations, Merits and Demerits • Horizontal Communication: Definition, Illustrations, Merits and Demerits • Vertical Communication: Definition, Illustrations, Merits and Demerits • Grapevine Communication: Definition, Illustrations, Merits and Demerits | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Listening and Communication <ul style="list-style-type: none"> • Nature and Definitions of Listening • Importance of Effective Listening in Communication • Active and Passive Listening • Barriers to Effective Listening • Guidelines of Effective Listening | Method of explanation and Discussion Question answers PPT |


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ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Mehul Barai 2) Department: BAF

3) Subject: Foundation Course - Commercial Environment - Paper I

4) Class: FYBAF

I SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JULY | 4 LECTURES PER WEEK | 1.1 Introduction to Commerce 1.2 Ecology and Business 1.3 Social Responsibilities of Business 1.4 Business Ethics 2. Business and Basic Commercial Information | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Basic Economic Challenges <ul style="list-style-type: none"> • Poverty: Absolute and Relative • Rural Development - Key Issues: Credit and Marketing, Co-operatives, Farming, Organic Farming, Alternatives to Farming • Employment: Concept, Problems and Policies • Infrastructure: Concept, Types and Problems a Critical Assessment | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Organization, Management and Administration <ul style="list-style-type: none"> • Organization: Concept and Features • Management: Concept and Features • Difference between Organization and Management • Administration: Concept and Features | Method of explanation and Discussion Question answers PPT |

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ACADEMIC YEAR 2015 TO 2016

- 1) Name of the Lecturer: Vandana Ladha 2) Department: BAF
 3) Subject: Audit 4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Auditing | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Audit Planning, Procedures and Documentation | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Audit working Papers Audit Notebook | Method of explanation and Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Auditing Techniques | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Internal Audit | Method of explanation and Discussion Question answers PPT |

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ACADEMIC YEAR 2015 TO 2016

- 1) Name of the Lecturer: Pankaj Jain 2) Department: BAF
 3) Subject: Introduction to Financial Management - Paper I
 4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--------------------------------------|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Financial Management | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | Concepts in Valuation | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | Investment Decisions | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | Types of Financing | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | Cost of Capital | Method of explanation and solving sums Discussion Question answers PPT ✓ |

Pankaj Jain

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Vandana Ladha

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Vandana Ladha

2) Department: BAF

3) Subject: Indirect Taxes - Paper I

4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Maharashtra Value Added Tax (MVAT), Act 2002: Introduction | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Maharashtra Value Added Tax (MVAT), Act 2002: Payment of Tax and Recovery | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Maharashtra Value Added Tax (MVAT), Act 2002: Registration Procedure and Rules: Section 16 | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Maharashtra Value Added Tax (MVAT), Act 2002: Audit Section 22 and 61 | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Maharashtra Value Added Tax (MVAT), Act 2002: Penalty and Interest | Method of explanation and solving sums Discussion Question answers PPT |

Vandana Ladha

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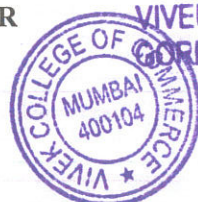
Vandana Ladha

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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Durgesh Kenkare 2) Department: BAF

3) Subject: Financial Accounting - Elements of Financial Accounting - Paper II

4) Class: FYBAF

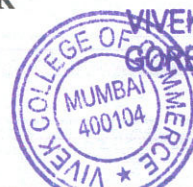
II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Departmental Accountants : Meaning, Basis of Allocation of Expenses and Incomes / Receipts Inter Departmental Transfer: At Cost Price and Invoice Price, Stock Reserve Departmental Trading and Profit and Loss Account and Balance Sheet | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Branch Accounts : Meaning / Classification of Branches, Accounting for Dependent Branch Not Maintaining Full Books, Debtors Method, Stock and Debtors Method | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Accounting for Hire Purchase : Meaning, Calculation of Interest, Accounting for Hire Purchase Transactions by Asset Purchase Method Based on Full Cash Price, Journal Entries | Method of explanation and solving sums Discussion Question answers PPT |
| | FEB | 4 LECTURES PER WEEK | Accounting for Hire Purchase : Ledger Accounts and Disclosure in Balance Sheet for Hirer and Vendor (Excluding Default, Repossession and Calculation of Cash Price) | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Consignment Accounts : Accounting for Consignment Transactions, Valuation of Stock Invoicing of Goods at Higher Price, (Excluding Overriding Commission, Normal / Abnormal Losses) | Method of explanation and solving sums Discussion Question answers PPT |

Durgesh Kenkare
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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Anuja Vilankar 2) Department: BAF

3) Subject : Business Law - Business Regulatory Framework - Paper I

4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|-----------------------------------|---|
| 1 | NOV | 4 LECTURES PER WEEK | 1. Law of Contract 1872 | Method of explanation and Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | 1. Law of Contract 1872 | Method of explanation and Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | 2. Sale of Goods Act 1930 | Method of explanation and Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | 3. Negotiable Instrument Act 1881 | Method of explanation and Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | 4. Consumer Protection Act 1986 | Method of explanation and Discussion Question answers PPT ✓ |

Anuja

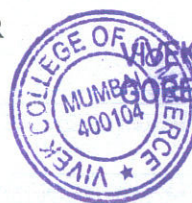
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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Mehul Barai

2) Department: BAF

3) Subject : Quantitative Methods for Business - Paper I

4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | 1. Functions | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | 2. Mathematics of Finance 3. Introduction to Statistics | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | 4. Presentation of Data | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | 5. Analysis of Quantitative Data | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | 6. Index Numbers | Method of explanation and solving sums Discussion Question answers PPT |


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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: Suvarna Raikar

2) Department: BAF

3) Subject: BUSINESS COMMUNICATION : Paper – II

4) Class: FYBAF

II SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | 1. Barriers to Effective Communication in Corporate World | Method of explanation and Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | 2. Theory and Practice of Business Correspondence | Method of explanation and Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | 3. Interviews | Method of explanation and Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | 4. Presentations | Method of explanation and Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | 4. Presentations | Method of explanation and Discussion Question answers PPT ✓ |



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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: **DURGESH KENKRE** 2) Department: **BAF**
 3) Subject: **Quantitative Methods for Business Paper – II** 4) Class: **SYBAF**

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | Decision Theory Introduction to Probability - Definition of Sample space & Event, probability of an event and simple examples Elements of Decision Problem: Concepts such as decision making, Decision maker, Courses of action, States of nature, Pay-off values , Pay-off Table, Opportunity Loss Table. Decision Making process and decision making categories Decision Making Environments - Maximin, Minimax, Maximax, Laplace, Hurwicz Alpha, Regret. Decision Making under Risk - Criteria such as EMV, EOL and EVPI Decision Tree techniques - Concept of Decision Tree and Examples | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Linear Programming Models, Mathematical formulation and graphical solution of Linear, Programming Problems. Standard Linear Programming form - slack and surplus variables. Determination of Basic Feasible solution: Simplex Method - The Big "M" Method Two phase Method. Special cases in Simplex method -Alternative optima, unbounded solutions, Infeasible solutions, Degeneracy. Transportation Models, North - West Corner Method, MODI Method, Least- Cost Method, Vogel's Approximation Method, Unbalanced Transportation Problem, Degeneracy in Transportation Problem | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Introduction, Characteristics and Assumptions Formulation of an Assignment Problem Hungarian Method Variation of the Assignment Problem | Method of explanation and solving sums Discussion Question answers PPT |

Durgesh Kenkre

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: Mehul Barai 2) Department: BAF
 3) Subject: Financial Accounting: Paper – III 4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------------|--------------------------|--|---|
| 1 | JUNE - JULY | 4 LECTURES PER WEEK | 1. Partnership Final Accounts based on Adjustment of Admission or Retirement / Death of a Partner during the Year | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | 2. Piecemeal Distribution of Cash • Excess Capital Method only 3. Amalgamation of Firms • Realization method only | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | 4. Conversion / Sale of a Partnership Firm into a Ltd. Company • Realization method only 5. Accounting with the Use of Accounting Software | Method of explanation and solving sums Discussion Question answers PPT |

Mehul Barai

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecture - Vanadana Ladha 2) Department: BAF
 3) Subject: COST ACCOUNTING : PAPER – II 4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | Classification of Costs and Cost Sheet Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre Cost Sheet, Total Costs and Unit Costs, Different Costs for different purpose Simple practical problems on preparation of cost sheet | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | 1. Reconciliation of cost and financial accounts Practical problems based on reconciliation of cost and Financial accounts. 2. Contract Costing Progress payments, Retention money, Contract accounts, Accounting for material, Accounting for Tax deducted at source by the contractee, Accounting for plant used in a contract, treatment of profit on incomplete contracts, Contract profit and Balance sheet entries. Excluding Escalation clause Note- Simple practical problems | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | 1. Process Costing Process loss, Abnormal gains and losses, Joint products and by products. Excluding Equivalent units, Inter-process profit Note- Simple Practical problems Process Costing and joint and by products | Method of explanation and solving sums Discussion Question answers PPT |

Vandana Ladha
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: **VANDANA LADHA** 2) Department- **BAF**
 3) Subject: **Auditing - Paper – II** 4) Class: **SYBAF**

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | Vouching 1.1 Audit of Income : Revenue from Sales and Services, Rental Income, Interest & Dividends Income, Royalties Income, Recovery of Bad debts written off, Commission Received, 1.2 Audit of Expenditure : Purchases, Salaries & Wages, Rent, Insurance Premium, Telephone expense , Petty cash payment, Advertisement, Travelling Salesmen's Commission, Freight Carriage and Custom Duties | Method of explanation and Discussion Question answers PPT ✓ |
| 2 | AUGUST | 4 LECTURES PER WEEK | Auditing Techniques :- verification 2.1 Audit of assets : Plant & Machinery, Furniture and fixtures, Accounts Receivable, Investments, Inventory, Goodwill, Patent Rights 2.2 Audit of Liabilities : Outstanding Expenses, Accounts Payable, Secured loans, Unsecured Loans, Contingent Liabilities, Public Deposits Audit and Assurance Standards 3.1 Significance of the Audit and Assurance Standards issued by Institute of Chartered Accountants of India. Responsibility of auditor for AAS 3.2 Understanding of following standards | Method of explanation and Discussion Question answers PPT ✓ |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Audit of Limited Companies 4.1 Qualifications, Disqualifications, Appointments (First & Subsequent auditor), Reappointment, Removal of auditors | Method of explanation and Discussion Question answers PPT ✓ |

Vandana Ladha

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VIVEK COLLEGE OF COMMERCE

TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

1) Name of the Lecturer: JENNIFER MARFATIA

2) Department: BAF

3) Subject: ECONOMICS : PAPER – II

4) Class: SYBAF

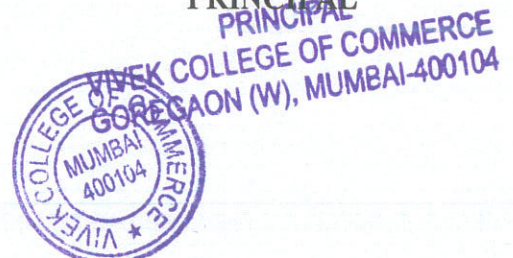
III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | Macroeconomics: Nation Income, Income and Employment : National Income, Real Vs Nominal GNP - PPP Income - Circular Flow of Income, Trade Cycles, Keynes' Theory of Income Determination - Theory of Multiplier - Acceleration Principle, Monetary Economics, Velocity of Circulation of Money, Demand for Money: Keynes' Theory of Demand for Money - Liquidity Preference Theory of Rate of Interest - Inflation: - Demand Pull and Cost Push Inflation | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Integration of Product and Money Market Equilibrium : Monetary Policy, Fiscal Policy, IS-LM Model: Framework, Impact of Fiscal and Monetary Policy Changes. Public Finance, Dalton & Musgrave versions, Sound Finance v/s Functional Finance, Redistribute Taxation, Anti-Inflationary Taxation - Public Revenue, Direct & Indirect Tax- Public Expenditure, Public Debt. | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | International Trade, Balance of Payment and WTO : Theories of International Trade: Comparative Cost Theory, Heckscher - Ohlin Theory - Terms of Trade: Meaning & Types - Gains from Trade, WTO Agreements with reference to TRIPS, TRIMS and GATS, Foreign Exchange Market, Spot and Forward, Arbitrage and Speculation - Equilibrium Exchange Rate Determination - Purchasing Power Parity theory - Types of Floating Rate System. | Method of explanation and solving sums Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

1) Name of the Lecturer: ANUJA VILANKAR

2) Department: BAF

3) Subject: Business Law - Paper II

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|--|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | The Indian Partnership Act - 1932 Concept of Partnership - Partnership and Company - Test for determination of existence for partnership - Kinds of partnership Registration and effects of non-registration of Partnership Rights and Duties of Partners Authority and Liability of partners Admission, Retirement and Expulsion of Partner Dissolution of Partnership | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Limited Liability Partnership Act - 2008 Concept , Formation, Membership and Functioning of Partnership Dissolution of Partnership | Method of explanation and Discussion Question answers PPT |
| | SEPTEMBER | 4 LECTURES PER WEEK | Factories Act - 1948 Definitions : Section 2 (k) - Manufacturing Process; Section 2 (l) -Workers; Section 2 (m)- Factory b. Provisions pertaining to i. Health- Section 11 to Section 20 ii. Safety- Section 21 to Section 41 iii. Welfare- Section 42 to Section 49 | Method of explanation and Discussion Question answers PPT |

Anuja
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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

1) Name of the Lecturer: MEHUL BARAI

2) Department: BAF

3) Subject: Management : Paper 2

4) Class: SYBAF

III SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-----------|--------------------------|---|---|
| 1 | JUNE-JULY | 4 LECTURES PER WEEK | Introduction to Basic Management Concepts Introduction to Management, Definition of Management, Nature of Management, Objectives of Management, Administration vs Management, Levels of Management, Principles of Management | Method of explanation and Discussion Question answers PPT |
| 2 | AUGUST | 4 LECTURES PER WEEK | Definition and Importance of Planning, Process of Planning, Limitations of Planning, Features of Sound Planning, Features and process of decision making, Definition, nature and significance, Process of organisation, Principles of organisation, Formal and Informal organisation - features, advantages and disadvantages, Centralisation and decentralisation - factors, merits and demerits, Departmentation and Delegation | Method of explanation and Discussion Question answers PPT |
| 3 | SEPTEMBER | 4 LECTURES PER WEEK | Meaning, Importance of Staffing Recruitment and its sources, Selection procedure, Distinction between Recruitment and Selection, Employment tests and types of Interview, Meaning and Importance of directing, Principles of Directing, Leadership traits and Styles, Motivation - Importance and Factors, Co-ordination - Meaning, features and Importance, Meaning and steps in controlling, Essentials of a good control system | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: PANKAJ JAIN 2) Department: BAF
 3) Subject: Financial Accounting - Paper IV 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Preparation of Final Accounts of Companies | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 2 | DEC | 4 LECTURES PER WEEK | Redemption of Preference Shares | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 3 | JAN | 4 LECTURES PER WEEK | Redemption of Debentures | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 4 | FEB | 4 LECTURES PER WEEK | Ascertainment and Treatment of Profit Prior to Incorporation | Method of explanation and solving sums Discussion Question answers PPT ✓ |
| 5 | MARCH | 4 LECTURES PER WEEK | Accounting with the Use of Accounting Software | Method of explanation and solving sums Discussion Question answers PPT ✓ |

Pankaj Jain

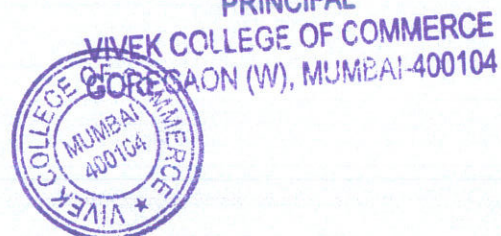
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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016


- 1) Name of the Lecturer: **DURGESH KENKRE**
 3) Subject: **Management Accounting Paper - I**

- 2) Department: **BAF**
 4) Class: **SYBAF**

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Management Accounting Meaning - Nature - Scope and Functions of Management Accounting - Role of Management Accounting in Decision Making - Management Accounting and Financial Accounting | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Analysis and Interpretation of Accounts: a) Vertical Forms of Balance Sheet and Profit and Loss Account b) Trend Analysis.c) Comparative Statement. d) Common Size Statement. | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Ratio Analysis and Interpretation based on vertical Financial statements | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Revenue Statement Ratios, Internal Control, Internal Checks Vs Internal Control, Internal Checks Vs Test Checks | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Combined Ratio, Preparation of Cash Flow, Working Capital-Concept : Estimation /Projection of Working Capital Requirements in case of Trading and Manufacturing Organization. | Method of explanation and solving sums Discussion Question answers PPT |


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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: VANDANA LADHA 2) Department: BAF
 3) Subject: Taxation Paper – II 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Central Excise Law Basic Concepts - (Central Excise Act) : Goods/ Excisable Goods - S: 2(d), Manufacture; S:2(f), Manufacturer ; S: 2(f), Factory ; S: 2(e), Taxable Event Classification (Central Excise Tariff Act) | Method of explanation and solving sums Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Types of duties (Central Excise Act) : Specific Duty, Ad-Valorem, Cesses-NCCD, EC, SAH EC, Compounded Levy, Valuation | Method of explanation and solving sums Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Service Tax Basic Terms, Consideration, Person, Declared Services; Applicability of Service Tax, Registration under Service Tax law (Sec 69), Registration Procedure, Mega Exemptions from Service Tax | Method of explanation and solving sums Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Services Specifically Excluded Transfer of title in goods or immovable property Transactions on money or actionable claims Provision of service by employee to employer Services provided by MP, MLA, etc. | Method of explanation and solving sums Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Point of Taxation Point of taxation for services including continuous supply of services from 1.4.2012 Special provision for individual | Method of explanation and solving sums Discussion Question answers PPT |

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TEACHING PLAN

ACADEMIC YEAR 2015 TO 2016

- 1) Name of the Lecturer: MEHUL BARAI 2) Department-BAF
 3) Subject: Financial Market Operations 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Debt Market : Introduction, various debt instruments, valuation of bonds | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Equity Market : Primary Market for equities, secondary markets for equities, development of equity markets in India | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Commodities Market : Introduction, Growth of commodity markets in India Commodity exchanges | Method of explanation and Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Derivatives Market : Meaning of financial derivatives; futures and options, Principles of hedging with options and futures Management of risk in commodities markets | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Global Financial Markets : Impact of globalisation on capital markets, global bonds markets , global equity markets | Method of explanation and Discussion Question answers PPT |

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VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: ANUJA VILANKAR 2) Department: BAF
 3) Subject: Business Law Paper – III 4) Class: SYBAF

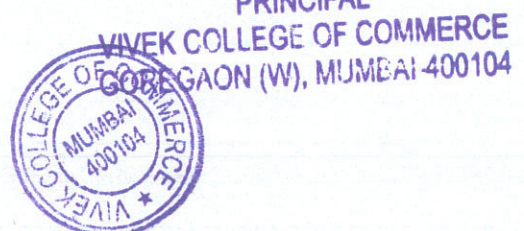
IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|--------|--------------------------|--|---|
| 1 | NOV | 4 LECTURES PER WEEK | Definitions Section 2 Clause (2) - Accounting Standard Clause (7) - Auditing Standard Clause (13) - Books of Accounts Clause (31) - Deposit Clause (41) - Financial Year Clause (42) - Foreign Company Clause (47) - Independent Director Clause (48) - Indian Depository Receipts Clause (62) - One Person Company Clause (85) - Small Company | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Incorporation of Companies - Section 3 to Section 20 | Method of explanation and Discussion Question answers & PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Public Offer - Sections 23, 25 to 28, 33, 35, 39 | Method of explanation and Discussion Question answers & PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Private Placement - Section 42 | Method of explanation and Discussion Question answers & PPT |
| 5 | MAR CH | 4 LECTURES PER WEEK | Share Capital and Debentures - Sections 43, 46, 47, 52 to 56, 61 to 72 | Method of explanation and Discussion Question answers & PPT |

Anuja
SUBJECT IN-CHARGE

Vandana Ladhya
PROGRAMME
CO-ORDINATOR

NR
PRINCIPAL
PRINCIPAL



VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

- 1) Name of the Lecturer: SEEMA SINGH 2) Department: BAF
 3) Subject: Information Technology Paper – II 4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Introduction to Internet and other emerging technologies Introduction - Internet components - electronic commerce - e-commerce applications - Electronic Data Exchange - Extranet - Payment systems - Risks and security considerations - Legal issues - Other emerging technologies | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Developmental Tools Introduction to LAAT and usage in Accounting/Audit, Audit methodologies in a computerized environment - | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Computer Assisted Audit Technologies - Audit Software - Test Data - Miscellaneous Techniques - Other Audit software - Steps involved in using CAATS | Method of explanation and Discussion Question answers PPT |
| | FEB | 4 LECTURES PER WEEK | Cyber laws and Information Technology Act 2000 : Brief history - Objectives of Act - Information Technology Act 2000 | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | Introduction to online application under various Act a) PAN Application b) TAN Application c) MVAT Registration d) Service Tax Registration | Method of explanation and Discussion Question answers PPT |

Seema Singh
SUBJECT IN-CHARGE

Vandana Ladha
**PROGRAMME
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**VIVEK COLLEGE OF COMMERCE
 GOREGAON (W), MUMBAI-400104**



VIVEK COLLEGE OF COMMERCE**TEACHING PLAN****ACADEMIC YEAR 2015 TO 2016**

1) Name of the Lecturer: JENNIFER MARFATIA

2) Department: BAF

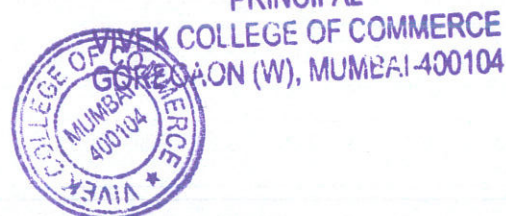
3) Subject: Foundation Course – II

4) Class: SYBAF

IV SEMESTER

| SR NO | Month | No. of Lectures required | Topics to be covered | METHODS USED |
|-------|-------|--------------------------|---|---|
| 1 | NOV | 4 LECTURES PER WEEK | Values and the Individual : Values meaning - The Significance of values - Classification of Values - Need of Value Education - Values and the individual: Self Discipline, Self Confidence, Self-Initiative, Empathy, Compassion, Forgiveness, Honesty and Courage | Method of explanation and Discussion Question answers PPT |
| 2 | DEC | 4 LECTURES PER WEEK | Values and Society : Definition of Society - Democracy - Secularism - Socialism- Gender Justice- Human Rights - Socio - Political Awareness- Social Integration- Social Justice | Method of explanation and Discussion Question answers PPT |
| 3 | JAN | 4 LECTURES PER WEEK | Professional Values : Definition- Accountability- Willingness to learn - Team Spirit - Competence - Development - Honesty - Transparency - Respecting Others - Democratic Functioning - Integrity and Commitment | Method of explanation and Discussion Question answers PPT |
| 4 | FEB | 4 LECTURES PER WEEK | Role of Social Institutions in Value Formation : Role of Family - Peer Group - Society - Educational Institutions - Role Models and Mass Media in value formation | Method of explanation and Discussion Question answers PPT |
| 5 | MARCH | 4 LECTURES PER WEEK | 1. Soft Skill for effective Interpersonal Communication a) Effective listening - Importance and Features b) Verbal and Non- Verbal Communication, Public Speaking and Presentation Skills c) Leadership Skills - Self Improvement d) Preparing for group discussion and interview | Method of explanation and Discussion Question answers PPT |

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TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: SUBHASHINI NAIKAR

Department: BAF

Class: TY SEM5

Subject: MANAGEMENT APL

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|---|---------------------|
| 1 | June | 4 lectures per week | 4 Ps of Marketing, Product Management, Price Management, Place (Distribution) Management, Promotion Management | Class room lectures |
| 2 | July | 4 lectures per week | Production Management - Measurement of Productivity – Measure to increase Productivity – Productivity Movement in India – TQM – Quality Circles – ISO 9000/14000 Inventory Management | Class room lectures |
| 3 | August | 4 lectures per month | Human Resource Planning, Human Resource Management and Human Resource Development Performance Appraisal – Meaning and Definition – Traditional and Modern Methods of Appraisal – Self Appraisal – 360 Appraisal | Class room lectures |
| 4 | Sept | 4 lectures per week | Meaning and Definition of Financial Management – Functions of Financial Management Short-term and Long-term Sources of Finance – Sources and Significance Capital Market – Meaning and Constituents – Functions Fundamental Analysis – Technical Analysis - Venture Capital – DEMAT Account - Futures and Options Case studies based on the above topics | Class room lectures |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lectures |

SUBJECT IN-CHARGE

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TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: Niral Shah

Department: BAF

Class: TY SEM 5

Subject: COSTING

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|----------------------|--|-----------------------------|
| 1 | June | 4 lectures per week | Meaning of operating costing, cost units, sums of transport cos, hotels, hospitals | Classroom lecture, HW sums |
| 2 | July | 4 lectures per week | Meaning and definition of non integrated accounting, practical sums of non integrated | Class room lecture, HW sums |
| 3 | August | 4 lectures per month | Meaning and definition of integrated accounting, sums of integrated | Class room lecture, HW sums |
| 4 | Sept | 4 lectures per month | Meaning of process costing, sums on inter process profit, valuation of WIP, equivalent units | Classroom lecture, HW sums |
| 5 | Oct | 2 lectures | Theory of Uniform costing, Inter firm comparison, Emerging markets, Objectives of the whole syllabus | Class room lectures |

N. Shah

SUBJECT IN-CHARGE

Vandana Ladha

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GOREGAON (W), MUMBAI 400104



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: VINAY TIWARI/ SUDHIR KHANDKAR

Department: BAF

Class: TY SEM 5

Subject: FINANCIAL ACCOUNTING 5

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Internal reco, Buy back of shares | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Buy back of shares, liquidation of cos | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Liquidation of cos, underwriting of shares and debentures | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | Underwriting of shares and debentures, AS-14 Amalgamation, absorption & External Reco | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 weeks | Amalgamation, absorption, external reco, objectives of the whole syllabus, theory of all chpts | Class room lecture, HW sums ✓ |

V. Tiwari

SUBJECT IN-CHARGE

Vandana Latha

**PROGRAMME
CO-ORDINATOR**

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GOREGAON (W), MUMBAI-400104**



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: VINAY TIWARI

Department: BAF

Class: TY SEM 5

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|----------------------|--|-----------------------------|
| 1 | June | 4 lectures per week | Introduction Meaning of Return Types of Return- Holding Period Return, Annualized Return, Expected Return Meaning of Risk Types of Risk- Business | Class room lecture, HW sums |
| 2 | July | 4 lectures per week | Introduction EBIT & EPS Analysis Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage | Class room lecture, HW sums |
| 3 | August | 4 lectures per month | Meaning Choice of Capital Structure. Importance Optimal capital Structure EBIT-EPS Analysis Cost of Capital, Capital structure and Market Price of Share | Class room lecture, HW sums |
| 4 | Sept | 4 lectures per week | Introduction Motives for holding cash Aspects of cash management Long terms cash forecasting Reason for cash surplus Cash management: Basic strategies, Cash Management | Class room lecture, HW sums |

V. Tiwari

SUBJECT IN-CHARGE

Vandana Ladha

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AKS

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TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: PRADEEP HATHI

Department: BAF

Class: TY

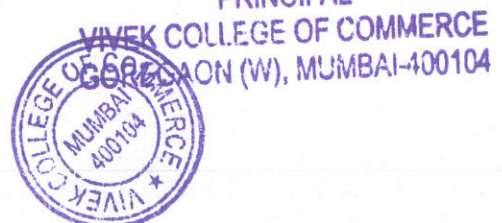
Subject: TAX

| Sr. No | Month | No. of Lectures | Topics Covered | Methods used |
|--------|--------|-----------------------|--|-------------------------------|
| 1 | June | 4 lectures per week | Definitions u/s – 2 Section 2 – Assessee, Assessment Year, Assessment, Annual value, Business, Capital asset, Income, Person, Previous Year, Transfer Basis of Charge Section 3 – 9 – Previous Year, Residential Status, Scope Of Total Income, Deemed Income | Class room lecture, HW sums ✓ |
| 2 | July | 4 lectures per week | Section 10 – restricted to, Agricultural Income, Sums Received From HUF By Member, Share of Profit from Firm, Casual & Non – Recurring Receipts, Scholarships, Income of Minor Child, Allowance to Members of Parliament and Legislative Assembly. | Class room lecture, HW sums ✓ |
| 3 | August | 4 lectures per month | Salary Income From House Property Section 22 – 27, Including Section 2 – Annual Value Profits & Gains From Business & Profession Vocation Section 28-32, 36, 37, 40, 40A & 43B. including.: Section 2 – Business Capital Gains Section 45, 48, 49, 50, 54 and 55 Income from Other | Class room lecture, HW sums ✓ |
| 4 | Sept | 4 lectures per week | 80 A- Restriction on claim in Chapter VI- A deductions 80 C – Payment of LIC/PF and other eligible investments 80CCC – Contribution to certain Pension Fund 80D – Medical Insurance Premium 80 DD- Maintenance and medical treatment of handicapped dependent 80E – Interest on Educational Loan 80 TTA- Interest on Saving Bank account 80U – Deduction in the case of totally blind | Class room lecture, HW sums ✓ |
| 5 | Oct | 4 lectures for 2 week | Computation of Total Income Of Individual & HUF | Class room lecture HW sums ✓ |

P.Hathi
SUBJECT IN-CHARGE

Vandana Ladha
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MS
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TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: KAPIL THAKORE

Department: BAF

Class: TY

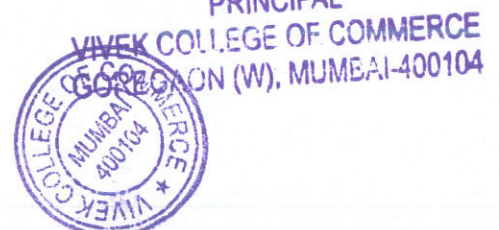
Subject: AUDIT

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|--------|------------------------|--|-----------------------|
| 1 | June | 4 lectures per week | Powers & Duties of Auditors, Liabilities of Auditors Branch Audit, Joint Audit, Special Audit, Tax Audit | Class room lectures ✓ |
| 2 | July | 4 lectures per week | Reporting requirement under the Companies Act Qualifications in Audit Report, Disclaimers in Audit Report Adverse Opinion, Disclosures, Reports & Certificate | Class room lectures ✓ |
| 3 | August | 4 lectures per month | Special aspects of CIS Audit Environment , Need for review of internal control especially procedure controls and facility controls Approach to audit in CIS environment Use of computer for internal and management audit purposes Audit tools, test packs, computerized audit programmes Special aspects in Audit of E-Commerce Transaction. | Class room lectures ✓ |
| 4 | Sept | 4 lectures per week | Code of Ethics with special reference to the relevant provisions of The Chartered Accountant Act, 1949 and the Regulations thereunder The Chartered Accountant Act, 1949 Schedules Members who are deemed to be in Practice Significance of the Certificate of Practice Disabilities for purpose of Membership Disciplinary Procedure | Class room lectures ✓ |
| 5 | Oct | 4 lectures for 2 weeks | revision | Class room lectures |


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TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: SUDHIR KHANDKAR

Department: BAF

Class: TY SEM 6

Subject: FA 6

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|--|-----------------------------|
| 1 | NOV | 4 lectures per week | Legal provision in Banking Regulation Act, 1949 relating to Accounts. Statutory reserves including Cash Reserve and Statutory Liquidity Ratio. Bill purchase and discounted, rebate of bill discounted. Final Accounts in prescribed form Non – performing assets and Income from non – performing assets. Classification of Advances, standard, sub – standard, doubtful and provisioning requirement. | Classroom lecture, HW sums |
| 2 | DEC | 4 lectures per week | General Insurance – Various types of insurance, like fire, marine, Miscellaneous, Special terms like premium, claims, commission, Management expenses, Reserve for unexpired risk, reinsurance Final Accounts in a prescribed form. Revenue Statement – Form B – RA, Profit / Loss Account – Form B – PL and Balance Sheet Form B – BS. | Class room lecture, HW sums |
| 3 | JAN | 4 lectures per month | For shares, For debentures/Preference. shares Accounting for transactions of purchase and sale of investments with ex and cum interest prices and finding cost of investment sold and carrying cost as per weighted average method (Excl. brokerage). Columnar format for investment account. | Class room lecture, HW sums |
| 4 | FEB | 4 lectures per month | In relation to purchase and sale of goods, services and assets and loan and credit transactions. Computation and treatment of exchange rate differences | Classroom lecture, HW sums |
| 5 | MAR | 2 lectures | Conversion of partnership business into Limited Liability Partnership Final accounts | Class room lectures |

Sudhir
SUDHIR KHANDKAR

Vandana Ladhya
VANDANA LADHYA
PROGRAMME
CO-ORDINATOR

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GOREGAON (W), MUMBAI - 400104



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher- : NIRAL SHAH

Department: BAF

Class: TY sem 6

Subject: COST

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|---|-------------------------------|
| 1 | NOV | 4 lectures per week | Meaning & objectives, Advantages and limitations of budgets Functional budgets, fixed and flexible budgets Zero based budgeting, performance budgeting <i>Simple practical problems of preparing flexible budgets and functional budgets</i> | Classroom lecture, HW sums ✓ |
| 2 | DEC | 4 lectures per week | Absorption Costing and Marginal Costing Meaning of absorption costing, Introduction to marginal costing Distinction between absorption costing and marginal costing Advantages and limitations of marginal costing Cost Volume and Profit Analysis Break even analysis meaning and graphic presentation Margin of safety Key factor <i>Simple practical problems based on using the marginal costing</i> | Class room lecture, HW sums ✓ |
| 3 | JAN | 4 lectures per month | Make or buy Sales mix decisions Exploring new markets Plant shut down decision | Class room lecture, HW sums ✓ |
| 4 | FEB | 4 lectures per month | Material Cost variance Labour cost variance Variable overhead variances Fixed Overhead variances Sales variances <i>Simple practical problems</i> | Classroom lecture, HW sums ✓ |
| 5 | MAR | 2 lectures | revision | Class room lectures ✓ |

N. Shah

SUBJECT IN-CHARGE

Vandana Ladha

PROGRAMME
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NP

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VIVEK COLLEGE OF COMMERCE
BAGRECHON (W), MUMBAI-400104



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: KAPIL THAKORE

Department: BAF

Class: TY sem 6

Subject: FM

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|---|-----------------------|
| 1 | NOV | 4 lectures per week | Meaning of strategic financial management Strategic financial decision making framework Functions of Strategic Financial Management | Class room lectures ✓ |
| 2 | DEC | 4 lectures per week | Fundamental analysis - Meaning, Dividend growth model and PE multiple Industry analysis - Factors affecting industry analysis, Techniques used industry analysis, Company analysis Technical analysis - Meaning, General principles and methods, The Dow theory, Market indicators Bond valuation - Introduction, Bond valuation model, Bond value theorems, Yield | Class room lectures ✓ |
| 3 | JAN | 4 lectures per month | Introduction of dividend policy Practical considerations in dividend policy Theories on dividend policy, Traditional position, Walter approach, Gordon Growth approach Modigliani and Miller hypothesis | Class room lectures ✓ |
| 4 | FEB | 4 lectures per month | Introduction Classification of MFs Evaluating performance MFs, NAV, Costs incurred by MFs, Holding Period Return Criteria for evaluating the performance, Sharpe ratio, Treynor ratio, Jensen's ratio | Class room lectures ✓ |
| 5 | MAR | 2 lectures | Activities in portfolio management Objectives of portfolio management Theories, Traditional approach, Modern approach Portfolio analysis | Class room lectures ✓ |

K. Thakore

SUBJECT IN-CHARGE

Vandana Ladha

PROGRAMME
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VIVEK COLLEGE OF COMMERCE
GOREGAON (W), MUMBAI - 400104



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: PRADEEP HATHI

Department: BAF

Class: TY sem 6

Subject: TAX

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|--|-------------------------------|
| 1 | NOV | 4 lectures per week | Clubbing of Income - Section 60 to 65 | Classroom lecture, HW sums ✓ |
| 2 | DEC | 4 lectures per week | Sec: 70 – Set off Loss from one Source against Income from another Source under the Same Head of Income Sec: 71 – Set Off Loss from One Head against Income of another Head Sec: 71B – Carry Forward & Set off Losses from House Property Sec: 72 – Carry Forward & Set Off of Losses of Business Losses Sec: 73- Losses in Speculation Business Sec: 74- Loss under the head Capital Gains | Class room lecture, HW sums ✓ |
| 3 | JAN | 4 lectures per month | Computation of Tax liability of Individual & HUF | Class room lecture, HW sums ✓ |
| 4 | FEB | 4 lectures per month | Excluding u/s 139(4A), 139(4B), 139(4C) & 139(4D) 6 | Classroom lecture, HW sums ✓ |
| 5 | MAR | 2 lectures | Basic Aspects of Deduction of Taxes at Source Advance Tax U/S 207, 208, 209, 210 & 211 Interest Payable U/S 234A, 234B, 234C | Class room lectures ✓ |

Pw Hathi
SUBJECT IN-CHARGE

Vandana Ladha
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CO-ORDINATOR

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GOREGAON (W), MUMBAI-400104



TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: NIRAL SHAH

Department: BAF

Class: TY sem 6

Subject: FA 7

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|--|-----------------------------|
| 1 | NOV | 4 lectures per week | Valuation of Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method Valuation of Shares Intrinsic Value Method, Yield method and Fair Value Method | Classroom lecture, HW sums |
| 2 | DEC | 4 lectures per week | Final Accounts as per Double Account System - Final Accounts as per Electricity Rules - Receipt & Expenditure on Capital Account - General Balance Sheet - Contingency Reserve Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets Simple practical problems | Class room lecture, HW sums |
| 3 | JAN | 4 lectures per month | Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting provisions including appropriation to various funds Format of Final Accounts – Form N Simple practical problems on preparation of final accounts of a Co-Operative housing society & Consumer Co-Operative Society | Class room lecture, HW sums |
| 4 | FEB | 4 lectures per month | Conversion as per AS 11 and incorporation in HO accounts 5 | Classroom lecture, HW sums |
| 5 | MAR | 2 lectures | Purpose & Objective of financial statement-its Frame work-its assumption, characteristics, element, recognition & measurement. Convergence & first time adoption of IFRS First time adaptation of Indian Accounting Standard | Class room lectures |

Nshah

SUBJECT IN-CHARGE

Vandana Ladha
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Pr

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VIVEK COLLEGE OF COMMERCE
GOKULGAON (W), MUMBAI-400104

TYBAF – TEACHING PLANNER 2015-2016

Vivek College of Commerce 2015-16

Name of Teacher: MADHAVI NIGHOSKAR

Department: BAF


Class: TY sem 6

Subject: ECONOMICS

| Sr.No | Month | No. of Lectures | Topics Covered | Methods used |
|-------|-------|----------------------|--|---------------------|
| 1 | NOV | 4 lectures per week | Introduction Demographic features- Poverty, Income inequality and Unemployment Urbanization and its effects Agricultural Sector Institutional Structure- Land reforms in India Technological changes in agriculture Agricultural pricing and agricultural finance | Class room lectures |
| 2 | DEC | 4 lectures per week | Growth and pattern of industrialization Industrial Policy of 1991. Public sector enterprises and disinvestment policy Small scale sector- problems and prospects | Class room lectures |
| 3 | JAN | 4 lectures per month | Service Sector Nature and scope of service industry Recent trends in Banking industry, Insurance Industry, Healthcare Industry and Tourism Industry External Sector Structure and directions of Foreign trade India's Balance of payments since 1991 FDI, foreign capital and transnational companies in India. Role | Class room lectures |
| 4 | FEB | 4 lectures per month | Money market and its features Monetary policy of RBI Progress of commercial banking in India Development of capital markets SEBI and its functions | Class room lectures |
| 5 | MAR | 2 lectures | revision | Class room lectures |


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