

SVKM's Narsee Monjee College of Commerce and Economics

JVPD, Vile Parle (West), Mumbai 400 056.

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-

Department : FY BAF

Class :-

Subject: Financial Accounting

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	no lecture
	2	15/06 to 20/06	no lecture
	3	22/06 to 27/06	no lecture
Ramzad-Id: 18th July	4	29/06 to 30/06	Capital and Revenue expenditure and receipts
	4	01/07 to 04/07	Final accounts
	5	06/07 to 11/07	Accounting Standard 1 and 2
	6	13/07 to 18/07	Accounting Standard 9 and Inventory Valuation
	7	20/07 to 25/07	Inventory Valuation
	8	27/07 to 31/07	Inventory Valuation
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
August 15/8 Ind. Day, 18th Pateti	8	01/08	no lecture
	9	03/08 to 08/08	Accounting from incomplete records
	10	10/08 to 15/08	Accounting from incomplete records
	11	17/08 to 22/08	Accounting from incomplete records
	12	24/08 to 29/08	Fire Insurance Claim
	13	31/08	Fire Insurance Claim
September 17/9, Ganesh Chaturthi, 25/9	13	01/09 to 05/09	Fire Insurance Claim
	14	07/09 to 12/09	Fire Insurance Claim
	15	14/09 to 19/09	revision and doubt solving, Test

Bakri-Id	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	

Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
	2	26/11 to 28/11	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
	7	28/12 to 31/12	

	7	01/01 to 02/01	
	8	04/01 to 09/01	

Jan. 26/01 Republic Day	9	11/01 to 16/01	
	10	18/01 to 23/01	
	11	25/01 to 30/01	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	

March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	

**Names &
Signature of
the staff
member**

Head of the Department / Seniormost Teacher

SVKM's Narsee Monjee College of Commerce and Economics

JVPD, Vile Parle (West), Mumbai 400 056.

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Department : FY BAF

Class :-

Subject: Cost Accounting

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	no lectures
	2	15/06 to 20/06	no lectures
	3	22/06 to 27/06	no lectures
Ramzad-Id: 18th July	4	29/06 to 30/06	no lectures
	4	01/07 to 04/07	Introduction, Cost Concepts and Material Cost
	5	06/07 to 11/07	Material Cost : Documentation
	6	13/07 to 18/07	Material Cost : Stock Ledger
	7	20/07 to 25/07	Material Cost : Stock Ledger
	8	27/07 to 31/07	Labour Cost : Cost Records and Methods of Remuneration
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
August 15/8 Ind. Day, 18th Pateti	8	01/08	no lectures
	9	03/08 to 08/08	Labour Cost : Methods of Remuneration
	10	10/08 to 15/08	Overheads
	11	17/08 to 22/08	Overheads and Absorption of Overheads
	12	24/08 to 29/08	Absorption of Overheads
	13	31/08	no lectures
September 17/9, Ganesh Chaturthi, 25/9	13	01/09 to 05/09	Cost Sheet
	14	07/09 to 12/09	Cost Sheet
	15	14/09 to 19/09	revision and doubt solving, Test

Bakri-Id	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	

Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
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Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
	7	28/12 to 31/12	

	7	01/01 to 02/01	
	8	04/01 to 09/01	

Jan. 26/01 Republic Day	9	11/01 to 16/01	
	10	18/01 to 23/01	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	
March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	

**Names &
Signature of
the staff
member**

Head of the Department / Seniormost Teacher

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Name of Faculty: Vasumathi Arvind

Department : BAF

Class :- F.Y B.A.F

Subject: Economics

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	
	2	15/06 to 20/06	
	3	22/06 to 27/06	
Ramzad-Id: 18th July	4	29/06 to 30/06	Introduction • Security and Efficiency • Basic Tools in Economic Analysis
	4	01/07 to 04/07	Basic Tools-Continued
	5	06/07 to 11/07	Demand Functions, Determinants Supply Function, Determinants Equilibrium Price
	6	13/07 to 18/07	Elasticity of Demand-Concepts,Types ,Consumer Surplus,Demand Forecasting
	7	20/07 to 25/07	Production Function- • Law of Variable Properties • Producer Equilibrium ,Returns To Scale
	8	27/07 to 31/07	• Economies of Scale • Cost Concepts • Cost Curves (Case)

Month	Working week no.	Week Dates (Mon. to Sat)	
August 15/8 Ind. Day, 18th Pateti	8	01/08	<ul style="list-style-type: none"> • Cost Curves Continued • Production Surplus
	9	03/08 to 08/08	<ul style="list-style-type: none"> • Reverse Concepts, • Breakeven Analysis • Market Structures • Perfect Completion of Monopoly
	10	10/08 to 15/08	<ul style="list-style-type: none"> • Long Run Equilibrium of Fraud Industry • Under Perfect Competition of Monopoly • Monopolistic Competition • Oligopoly • Features
	11	17/08 to 22/08	<ul style="list-style-type: none"> • Olipoly (Contunied) Cartel • Price Leadership(Case) • Pricing Practice:Price Discrimantion
	12	24/08 to 29/08	<ul style="list-style-type: none"> • Dumping • Marginal Cost Pricing • Cost Plus Pricing (Case)
	13	31/08	Market Failure-Concept Inefficiency
September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id	13	01/09 to 05/09	<ul style="list-style-type: none"> • Causes of Market Failure • Government Intervention • Meaning of Capital budgeting
	14	07/09 to 12/09	<ul style="list-style-type: none"> • Importances of Captial Budgeting • Steps in Investment Appraisal
	15	14/09 to 19/09	Case Studies-Revision
	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	
Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
	2	26/11 to 28/11	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
	7	28/12 to 31/12	
Jan. 26/01 Republic Day	7	01/01 to 02/01	
	8	04/01 to 09/01	
	9	11/01 to 16/01	
	10	18/01 to 23/01	
	11	25/01 to 30/01	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	
March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	
Names & Signature of the staff member			Head of the Department / Seniomost Teacher

SVKM's Narsee Monjee College of Commerce and Economics

JVPD, Vile Parle (West), Mumbai 400 056.

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Department : BAF

Class :- FY Subject: Business Environment

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	
	2	15/06 to 20/06	
	3	22/06 to 27/06	
	4	29/06 to 30/06	N.A.
Ramzad-Id: 18th July	4	01/07 to 04/07	Introduction, Business Objectives, Dynamics of Business and its Environment
	5	06/07 to 11/07	Types of Business Environment Environment Analysis : Importance, Factors, PESTLE Analysis
	6	13/07 to 18/07	SWOT Analysis, Business Ethics : Nature and Scope of Ethics, Ethical Dilemmas

7	20/07 to 25/07	Corporate Culture and Ethical Climate Development of Business Entrepreneurship; Entrepreneurship and Economic Development
8	27/07 to 31/07	Micro, Small and Medium Enterprises Development (MSMED) Act 2006, Entrepreneurship as a Career Option

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
August 15/8 Ind. Day, 18th Pateti	8	01/08	Consumerism and Consumer Protection : Consumerism in India
	9	03/08 to 08/08	Consumer Protection Act. 1986
	10	10/08 to 15/08	Corporate Social Responsibility and Corporate Governance
	11	17/08 to 22/08	Ecology and Business Carbon Credit
	12	24/08 to 29/08	Social Audit : Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s. Commercial Audit
	13	31/08	N.A.
September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id	13	01/09 to 05/09	Strategies for going Global : MNC and TNCs, WTO
	14	07/09 to 12/09	Foreign Trade in India - Balance of Trade, FDI Investment Flows and its implications for Indian Industries.
	15	14/09 to 19/09	Revision/Doubts

16	21/09 to 26/09	
17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	
Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
	2	26/11 to 28/11	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
	7	28/12 to 31/12	
Jan. 26/01 Republic Day	7	01/01 to 02/01	
	8	04/01 to 09/01	
	9	11/01 to 16/01	

10	18/01 to 23/01	
11	25/01 to 30/01	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	
March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	
Names & Signature of the staff member			Head of the Department / Seniormost Teacher

SVKM's Narsee Monjee College of Commerce and Economics

JVPD, Vile Parle (West), Mumbai 400 056.

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Name of Faculty: DEEPAK SHARMA

Department : BAF

Class :- F.Y B.A.F

Subject: Accounting with use of Accounting Software

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	
	2	15/06 to 20/06	
	3	22/06 to 27/06	
	4	29/06 to 30/06	Unit I - Introduction to Computers : History Of Computers,Parts of Computers,; Hardware: Specifications & Data Storage Management, Software: Concepts of System Softwares and Applications.
Ramzad-Id: 18th July	4	01/07 to 04/07	2 Office Productivity Tools (a) MS Word: Creating, Editing, Formatting and Printing of Documents, Using Tools, Mailmerge and Print Review and Set-up
	5	06/07 to 11/07	(b) MS Excel: Creating Worksheet, Creating Various Formulae, Creating Charts, Rename and Copy of Worksheets, Using Tools, Printing Review and Set-up (c) Power Point: Create Project Report, Create Slides, Animation, Page Designing, Insert Image, View Page, Print Review and Set-up
	6	13/07 to 18/07	3 Web (a) Use of Various Web Browser (b) Information Searching Tool (c) Downloading (d) Create New email ID (e) Sending Data through email

	7	20/07 to 25/07	4 Accounting with Use of Accounting Softwares- Introduction to Accounting Software (b) Features of Accounting Softwares (a)
	8	27/07 to 31/07	(c) Installation of Tally ERP. i) Opening Screen of Tally, Creating Company, Loading / Selecting of Company,
Month	Working week no.	Week Dates (Mon. to Sat)	
	8	01/08	:Setting a Company, Altering / Modifying Existing Company, Configuring Company

August 15/8 Ind. Day, 18th Pateti	9	03/08 to 08/08	ii) Menu Related to Accounts, Groups, Managing Groups and Multiple Groups
	10	10/08 to 15/08	iii) Ledgers: Creating Single Ledger, Advanced Uses of Single Ledger, Displaying Ledger and Altering Multiple Ledger iv) Inventory: Creation of Group and Creation of Stock
	11	17/08 to 22/08	v) Vouchers in Tally 1. Pre-define Vouchers: Contra Vouchers, Sales Vouchers, Payment Vouchers, Receipt Vouchers, Journal Vouchers, Memo, Optional Vouchers and Post-dated Vouchers
	12	24/08 to 29/08	2. Configuring Vouchers, Creating / Customizing Vouchers, Displaying Vouchers and Altering Vouchers
	13	31/08	vi) Bank Deposit: Filling and Check Preparation and Bank Reconciliation
September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id	13	01/09 to 05/09	vii) Depreciation: Fixed Installment Method, Reducing Balance Method and Change in Method
	14	07/09 to 12/09	viii) Reports: Trail Balance, Balance Sheet, Profit and Loss Account, Bank Reconciliation Statement
	15	14/09 to 19/09	Revision
	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	
Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
	2	26/11 to 28/11	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
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	9	11/01 to 16/01	
	10	18/01 to 23/01	
	11	25/01 to 30/01	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	
March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	
Names & Signature of the staff member			Head of the Department / Seniormost Teacher

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Name of Faculty: Pooja Singh

Department : BAF

Class :- F.Y B.A.F

Subject: Business Communication I

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	
	2	15/06 to 20/06	
	3	22/06 to 27/06	
	4	29/06 to 30/06	
Ramzad-Id: 18th July	4	01/07 to 04/07	
	5	06/07 to 11/07	
	6	13/07 to 18/07	
	7	20/07 to 25/07	
	8	27/07 to 31/07	

Month	Working week no.	Week Dates (Mon. to Sat)	
August 15/8 Ind. Day, 18th Pateti	8	01/08	
	9	03/08 to 08/08	
	10	10/08 to 15/08	
	11	17/08 to 22/08	
	12	24/08 to 29/08	
	13	31/08	
September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id	13	01/09 to 05/09	
	14	07/09 to 12/09	
	15	14/09 to 19/09	
	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	
Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
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Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
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March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	
Names & Signature of the staff member			Head of the Department / Seniomost Teacher

TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Department : **BAF**

Class :-**F.Y.BAF Subject: FOUNDATION COURSE 1 - COMMERCIAL ENVIRONMENT**

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
June. College reopens on 8 th June.	1	08/06 to 13/06	
	2	15/06 to 20/06	
	3	22/06 to 27/06	
	4	29/06 to 30/06	INTRODUCTION TO THE SUBJECT; CONCEPTS.
Ramzad-Id: 18th July	4	01/07 to 04/07	ECOLOGY & BUSINESS.
	5	06/07 to 11/07	SOCIAL RESPONSIBILITY OF BUSINESS; BUSINESS ETHICS; MANAGERIAL RESPONSE TO CHANGE IN BUSINESS ENVIRONMENT.
	6	13/07 to 18/07	COMMERCIAL TERMS; MEANING & OBJECTIVE OF ACCOUNTING.
	7	20/07 to 25/07	ACCOUNTING AS A SOURCE OF INFO; INTERNAL, EXTERNAL USERS OF ACCOUNTING INFORMATION; BASIC ACCOUNTING TERMS.
	8	27/07 to 31/07	REVISIONS

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
August 15/8 Ind. Day, 18th Pateti	8	01/08	QUIZES
	9	03/08 to 08/08	POVERTY; RURAL DEVELOPMENT.
	10	10/08 to 15/08	EMPLOYMENT; INFRASTRUCUTRE.
	11	17/08 to 22/08	ORGANISATION - CONCEPT & FEATURE; MANAGEMENT - CONCEPT & FEATURES; DIFFERENCE BETWEEN ORGANISATION & MANAGEMENT
	12	24/08 to 29/08	ADMINISTRATION - CONCEPT & FEATURES; REVISION OF CHAPTERS 4 & 5.
	13	31/08	OVERALL RECAP AND REVISIONS
September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id	13	01/09 to 05/09	QUIZES
	14	07/09 to 12/09	DISCUSSIONS
	15	14/09 to 19/09	
	16	21/09 to 26/09	
	17	28/09 to 30/09	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
October. 2/10 Gandhi Jayanti, Diwali Break from Oct 22nd	17	01/10 to 03/10	
	18	05/10 to 10/10	
	19	12/10 to 17/10	
	20	19/10 to 21/10	
		26/10 to 31/10	
Nov. College closes for Diwali Vacation on 22.10.2013 and reopens on 16 th Nov. for IInd Term.		02/11 to 07/11	
		09/11 to 14/11	
	1	16/11 to 21/11	
	2	26/11 to 28/11	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Dec. College closes on 26th Dec.	3	30/11	
	3	01/12 to 05/12	
	4	07/12 to 12/12	
	5	14/12 to 19/12	
	6	21/12 to 26/12	
	7	28/12 to 31/12	
Jan. 26/01 Republic Day	7	01/01 to 02/01	
	8	04/01 to 09/01	
	9	11/01 to 16/01	
	10	18/01 to 23/01	
	11	25/01 to 30/01	

Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
Feb 19th Feb. Shivaji Jayanti	12	01/02 to 06/02	
	13	08/02 to 13/02	
	14	15/02 to 20/02	
	15	22/02 to 27/02	
March Holi, Good Friday & Mahashivratri	16	29/02	
	16	01/03 to 05/03	
	17	07/03 to 12/03	
	18	14/03 to 19/03	
	19	21/03 to 26/03	

	21	28/03 to 31/03	
Month	Working week no.	Week Dates (Mon. to Sat)	Topic to be covered during the week
April Gudi Padwa, Dr. Ambedkar Jayanti, Gudi Padwa/ Mahavir Jayanti	21	01/04 to 02/04	
	22	04/04 to 09/04	
	23	11/04 to 16/04	
	24	18/04 to 23/04	
	25	25/04 to 30/04	
Names & Signature of the staff member			Head of the Department / Seniormost Teacher