

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: **Pooja
Singh**Department : **BMS**Class :- **F.Y B.M.S.** Subject: **Principles of Management**

| Month | Working week no. | Week Dates (Mon. to Sat) | Topic to be covered during the week |
|----------------------|------------------|--------------------------|---|
| Ramzad-Id: 18th July | 4 | 29/06 to 30/06 | |
| | 4 | 01/07 to 04/07 | Management- Concept.Significance,Roles and skills,levels of management |
| | 5 | 06/07 to 11/07 | Evolution of management thoughts,Contribution of F.W.Taylor,Henry Fayol |
| | 6 | 13/07 to 18/07 | Contingency approach |
| | 7 | 20/07 to 25/07 | Planning-meaning,importance,process ,limitations |
| | 8 | 27/07 to 31/07 | Decision making-meaning,importance,process & techniques |

| Month | Working week no. | Week Dates (Mon. to Sat) | |
|---|------------------|--------------------------|---|
| August 15/8 Ind. Day, 18th Pateti | 8 | 01/08 | Departmentation-meaning,bases and sig |
| | 9 | 03/08 to 08/08 | Organizing-concept.Organization structure,types of organization structure |
| | 10 | 10/08 to 15/08 | Span of control-meaning,factors |
| | 11 | 17/08 to 22/08 | Centralization vs decentralization |
| | 12 | 24/08 to 29/08 | Delegation,Authority and responsibility relationship |
| | 13 | 31/08 | Co-ordination as an essence of management |
| September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id | 13 | 01/09 to 05/09 | Directing-meaning and process.Leadership-styles and qualities |
| | 14 | 07/09 to 12/09 | Controlling-meaning,process and techniques |
| | 15 | 14/09 to 19/09 | Recent trends in management .Revision |

**Names &
Signature of the
staff member**

Head of the Department / Seniormost
Teacher

SVKM's Narsee Monjee College of Commerce and Economics

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TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR 2015-2016

Department : BMS

Class :- FYBMS Subject: Business Law-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 | Admission Work |
| | 2 | 15/06 to 20/06 | Admission Work |
| | 3 | 22/06 to 27/06 | Admission Work |
| Ramzad-Id: 18th July | 4 | 29/06 to 30/06 | The Indian Contract Act, 1872 |
| | 4 | 01/07 to 04/07 | The Indian Contract Act, 1872 |
| | 5 | 06/07 to 11/07 | The Indian Contract Act, 1872 |
| | 6 | 13/07 to 18/07 | The Indian Contract Act, 1872, Revision |
| | 7 | 20/07 to 25/07 | The sale of Goods Act, 1930 |

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| | 8 | 27/07 to 31/07 | The sale of Goods Act, 1930 |
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| 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 La Lecture |
| | 9 | 03/08 to 08/08 | The Negotiable Instruments Act, 1881 |
| | 10 | 10/08 to 15/08 | The Negotiable Instruments Act, 1881, Revision |
| | 11 | 17/08 to 22/08 | The Consumer Protection Act, 1986 |
| | 12 | 24/08 to 29/08 | The Consumer Protection Act, 1986, The Company Law |
| | 13 | 31/08 | Revision |
| September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id | 13 | 01/09 to 05/09 | The Company law |
| | 14 | 07/09 to 12/09 | Intellectual Property Rights (IPR) |
| | 15 | 14/09 to 19/09 | Intellectual Property Rights (IPR) |
| | 16 | 21/09 to 26/09 | Revision |

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| | 17 | 28/09 to 30/09 | |
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| 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 | |

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| | 11 | 25/01 to 30/01 | |
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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 | |

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| | 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 |

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**TEACHING PLAN FOR DEGREE COLLEGE FOR THE
YEAR 2015-2016**

Department : BMS

Class :- FYBMS

Subject: Foundation of Human Skills

| 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 | Individual behaviour, concept of man, individual differences, Personality |
| | 4 | 01/07 to 04/07 | Personality, attitude, theories |
| | 5 | 06/07 to 11/07 | Big 5 model, Johari window, Personality traits |
| | 6 | 13/07 to 18/07 | Intelligence, Heredity, environment, perception, |
| | 7 | 20/07 to 25/07 | group behaviour, group dynamics |

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| | 8 | 27/07 to 31/07 | Team effectiveness, goal setting |
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| 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 | Organisational processes, power, politics |
| | 9 | 03/08 to 08/08 | Organisational conflicts; resolution, levels |
| | 10 | 10/08 to 15/08 | Organisational culture |
| | 11 | 17/08 to 22/08 | Motivation, concept, imp, Maslows theory |
| | 12 | 24/08 to 29/08 | Herzberg, McGregor theories |
| | 13 | 31/08 | Organisational change, Kurt lewin theory, problem solving |
| September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id | 13 | 01/09 to 05/09 | Creativity, enhancing creativity, OD need |
| | 14 | 07/09 to 12/09 | Organisational development techniques, Stress |
| | 15 | 14/09 to 19/09 | CASE STUDIES |

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| 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 | |

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| 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 | |

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|--|------------------|---------------------------------|---|
| | 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 |

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**TEACHING PLAN FOR DEGREE COLLEGE FOR THE YEAR
2015-2016**Name of Faculty: **Conrad Coelho**Department : **BMS**Class :- **T.Y BMS (Sem I)**Subject: **Business Stastics**

| 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 | Introduction to Statistics |
| Ramzad-Id: 18th July | 4 | 29/06 to 30/06 | Introduction to Statistics |
| | 4 | 01/07 to 04/07 | Measures of Central Tendency |
| | 5 | 06/07 to 11/07 | Measures of Dispersion |
| | 6 | 13/07 to 18/07 | Co-relation & Regression |

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| 7 | 20/07 to 25/07 | Co-relation & Regression |
| 8 | 27/07 to 31/07 | Time Series |

| Month | Working week no. | Week Dates (Mon. to Sat) | |
|--|-------------------------|-------------------------------------|-----------------|
| August 15/8 Ind. Day, 18th Pateti | 8 | 01/08 | Time Series |
| | 9 | 03/08 to 08/08 | Index Numbers |
| | 10 | 10/08 to 15/08 | Index Numbers |
| | 11 | 17/08 to 22/08 | Probability |
| | 12 | 24/08 to 29/08 | Probability |
| | 13 | 31/08 | |
| September 17/9, Ganesh Chaturthi, 25/9 Bakri-Id | 13 | 01/09 to 05/09 | Decision Theory |
| | 14 | 07/09 to 12/09 | Decision Theory |
| | 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 | |
| | 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 | |

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|--|------------------|---------------------------------|--|
| | 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 |