

**SADAKATHULLAH APPA COLLEGE (AUTONOMOUS), TIRUNELVELI-627011**  
**LESSON PLAN AND RECORD OF CLASSES ENGAGED**

Course: B.COM - B    Class: 1 Year    Academic year: 2019-20    Semester: I

Title of the Paper: Financial Accounting - I

Subject Code: 18UCCO11

Theory: 75 Hours

*Handled by: - K. CHITRA*

Sl. No	Date	Order	Unit	Topics planned	Covered on
1	18.06.19	B	I	Syllabus Discussion	20-06-19
2	19.06.19	C		Introduction, Objectives, Limitation	21-06-19
3	20.06.19	D		Accounting Concept	24-06-19
4	21.06.19	E		Accounting Conventions	27-06-19
5	24.06.19	F		IAS-IFRS- Meaning	28-06-19
6	26.06.19	B		Double Entry System	1-7-19
7	27.06.19	C		Golden Rules of Debit and Credit	2-7-19
8	28.06.19	D		Journal - Problems	4-7-19
9	01.07.19	E		Problems	5-7-19
10	02.07.19	F		Problems	8-7-19
11	04.07.19	B		Ledger - Problems	9-7-19
12	05.07.19	C		Problems	10-7-19

Text books:

1. Advanced Accountancy - M.A. Arulanandam
2. Advanced Accountancy - R.L.Gupta

Reference books:

1. Advanced Accountancy - S.P.Jain & K.L.Narang
2. Advanced Accountancy - Dr. S.N.Maheswari

Activity	Total Number	Topic I	Topic II	Topic III	Planned Date	Actual Date
Assignment	1	Trail Balance			26.07.19	
Internal Test	3	1 ½ Units	1 ½ - 3 Units	4 - 5 Units		

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Sl No	Date	Order	Unit	Topics planned	Covered on
13	08.07.19	D		Problems	12-7-19
14	09.07.19	E		Trial Balance Meaning and Format	15-7-19
15	10.07.19	F		Problems	17-7-19
16	12.07.19	B		Problems	20-7-19
17	13.07.19	C		Problems	23-7-19
18	16.07.19	D	II	Subsidiary Books Meaning	23-7-19
19	17.07.19	E		Problems	21-7-19
20	18.07.19	F		Types of Cash Book	25-7-19
21	22.07.19	B		Single Cash Book - Problems	26-7-19
22	23.07.19	C		Double Cash Book - Problems	30-7-19
23	24.07.19	D		Treble Cash Book - Problems	31-7-19
24	25.07.19	E		Problems	31-7-19
25	26.07.19	F		Problems	1-8-19
26	30.07.19	B		Petty Cash Book - Problems	2-8-19
27	31.07.19	C		Problems	3-8-19
28	01.08.19	D		Rectification of Errors - Meaning	7-8-19
29	02.08.19	E		Suspense Account - Problems	8-8-19
30	03.08.19	F		Problems	8-8-19
31	06.08.19	B		Problems	9-8-19
32	07.08.19	C		Bank Reconciliation Statement - Meaning	19-8-19
33	08.08.19	D		Difference Between Cash Book and Pass Book	19-8-19

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Sl. No	Date	Order	Unit	Topics planned	Covered on
34	09.08.19	E		Problems	21-08-19
35	19.08.19	F		Problems	22-08-19
36	21.08.19	B	III	Final Accounts - Meaning	22-08-19
37	22.08.19	C		Trading and Profit and loss Account	26-08-19
38	26.08.19	D		Problems	27-08-19
39	27.08.19	E		Problems	28-08-19
40	28.08.19	F		Balance Sheet - Adjustment Entry	28-08-19
41	30.08.19	B		Provision for Bad and Doubtful Debts	30-08-19
42	03.09.19	C		Problems	3-9-19
43	04.09.19	D		Problems	4-9-19
44	05.09.19	E		Provision for Discount on Debtors and Creditors	5-9-19
45	06.09.19	F		Problems	10-9-19
46	11.09.19	B		Problems	11-09-19
47	12.09.19	C		Problems	16-09-19
48	13.09.19	D	IV	Bills of Exchange - Meaning	19-09-19
49	16.09.19	E		Honor and Dishonor of a Bill	20-09-19
50	17.09.19	F		Problems	23-09-19
51	19.09.19	B		Problems	24-09-19
52	20.09.19	C		Renewal of a Bill	25-09-19
53	23.09.19	D		Problems	27-09-19
54	24.09.19	E		Retirement of a Bill	28-09-19

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Sl. No	Date	Order	Unit	Topics planned	Covered on
55	25.09.19	F		Problems	30-09-19
56	27.09.19	B		Insolvency of the Acceptor	1-10-19
57	28.09.19	C		Problems	3-10-19
58	30.09.19	D		Accommodation Bills	9-10-19
59	01.10.19	E		Problems	9-10-19
60	03.10.19	F		Problems	10-10-19
61	09.10.19	B	V	Average Due Date - Meaning	11-10-19
62	10.10.19	C		Problems	11-10-19
63	11.10.19	D		Account Current - Meaning	14-10-19
64	14.10.19	E		Problems	14-10-19
65	15.10.19	F		Method of Account Current	17-10-19
66	17.10.19	B		Problems	17-10-19
67	18.10.19	C		Forward Method - Problems	18-10-19
68	19.10.19	D		Problems	19-10-19
69	21.10.19	E		Problems	21-10-19
70	22.10.19	F		Backward Method - Problems	22-10-19
71	24.10.19	B		Problems	24-10-19
72	25.10.19	C		Red ink Interest	25-10-19
73	29.10.19	D		Problems	29-10-19
74	30.10.19	E		Problems	31-10-19
75	31.10.19	F		Revision	31-10-19

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**LESSON PLAN AND RECORD OF CLASSES ENGAGED**

Course: **B.COM.**

Class: **I Year**

Academic year: **2019-20**

Semester: **I**

Title of the Paper: **Business Organization**

Subject Code: **18UCCO12**

Theory : **75 Hours**

*Handled by :- P. Mohammed bubari Salim*

Sl. No	Date	Order	Unit	Topics planned	Covered on
1	17.06.19	A	I	Business Organisation – Introduction	17.06.19
2	18.06.19	B		Human activities	21.06.19
3	19.06.19	C		Classification of Economic activities	21.06.19
4	20.06.19	D		Business and its characteristics	24.06.19
5	21.06.19	E		Characteristics of Business	25.06.19, 26.06.19, 27.06.19
6	24.06.19	F		Objectives of Business	28.06.19
7	25.06.19	A		Objectives of Business	01.07.19, 02.07.19, 03.07.19
8	26.06.19	B		Qualities of Successful Businessman	04.07.19, 06.07.19, 08.07.19
9	27.06.19	C		Distinction between Business, Profession and Employment	09.07.19, 10.07.19
10	28.06.19	D		Functions of Business	11.07.19
11	01.07.19	E		Social responsibilities of Business	12.07.19
12	02.07.19	F		Social responsibilities of Business	15.07.19
13	03.07.19	A	II	Sole Proprietorship – Meaning and Features	18.07.19
14	04.07.19	B		Advantages of Sole Proprietorship	19.07.19
15	05.07.19	C		Disadvantages of Sole Proprietorship	19.07.19

**Text books:**

1. Organization and Management – C.B.Gupta
2. Business Organization and Management – M.C.Sukla

**Reference books:**

1. Fundamental of Organization and Management – Y.K.Bushan
2. Organization and Management – Dr.S.C. Saxena

Activity	Total Number	Topic I	Topic II	Topic III	Planned Date	Actual Date
Assignment		Objectives of business (or) Social Responsibility	Kinds of companies			
Internal Test	3	1 ½ Units	1 ½ - 3 Units	4 - 5 Units		

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Sl. No	Date	Order	Unit	Topics planned	Covered on
16	08.07.19	D		Partnership - Definition and Features	22.07.19
17	09.07.19	E		Advantages of Partnership	23.07.19
18	10.07.19	F		Disadvantages of Partnership	24.07.19
19	11.07.19	A		Kinds of Partnership	25.07.19
20	12.07.19	B		Kinds of Partnership	26.07.19
21	15.07.19	C		JHF Business	26.07.19
22	16.07.19	D		Features	29.07.19
23	17.07.19	E		Advantages of JHF Business	29.07.19
24	18.07.19	F		Disadvantages of JHF Business	29.07.19
25	19.07.19	A		Joint stock company - Definition	30.07.19
26	22.07.19	B		Features of Joint stock company	30.07.19
27	23.07.19	C		Advantages of Joint stock company	31.07.19
28	24.07.19	D		disadvantages of Joint stock company	31.07.19
29	25.07.19	E		Distinction between Partnership and Joint stock company	01.08.19
30	26.07.19	F		Distinction between Partnership and Joint stock company	01.08.19
31	29.07.19	A		Kinds of Companies	02.08.19
32	30.07.19	B		Kinds of Companies	02.08.19
33	31.07.19	C		Kinds of Companies	03.08.19
34	01.08.19	D		Private Limited Company - Special privileges	03.08.19
35	02.08.19	E		Special privileges	05.08.19
36	03.08.19	F		Differences between Public and Private limited company	05.08.19
37	05.08.19	A		Differences between Public and Private limited company	06.08.19
38	06.08.19	B		Co-operative organization - Meaning and Definition	08.08.19
39	07.08.19	C		Features of Co-operative organization	08.08.19
40	08.08.19	D		Features of Co-operative organization	09.08.19


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Sl. No	Date	Order	Unit	Topics planned	Covered on
41	09.08.19	E		Merits and Demerits	09.08.19
42	19.08.19	F		MNC's - Features, Merits and Demerits	19.08.19
43	20.08.19	A	III	Plant location - Primary factors	04.09.19
44	21.08.19	B		Secondary factors	09.10.19
45	22.08.19	C		Inductive theory of location	10.10.19
46	26.08.19	D		Factors influencing location-Primary	10.10.19
47	27.08.19	E		Secondary factors and National consideration	14.10.19, 15.10.19
48	28.08.19	F		Selection of a site	16.10.19, 17.10.19
49	29.08.19	A		Advantages and Disadvantages of Plant location	19.10.19, 21.10.19
50	30.08.19	B		Plant layout - Definition and objectives	22.10.19
51	03.09.19	C		Steps involved in designing a layout	23.10.19
52	04.09.19	D		Characteristics of good layout	24.10.19
53	05.09.19	E		Factors influencing designing a plant layout	25.10.19
54	06.09.19	F		Types of Layout	25.10.19
55	09.09.19	A		Advantages of Layout	25.10.19
56	11.09.19	B		Disadvantages of Layout	25.10.19
57	12.09.19	C	IV	Combination - Meaning, Definition	17.09.19
58	13.09.19	D		Objectives of Combination	18.09.19
59	16.09.19	E		Causes of Combination	19.09.19
60	17.09.19	F		Causes of Combination	23.09.19
61	18.09.19	A		Advantages of Combination	23.09.19
62	19.09.19	B		Disadvantages of Combination	24.09.19
63	20.09.19	C		Types of Business combination	24.09.19
64	23.09.19	D		Horizontal Combination	25.09.19
65	24.09.19	E		Horizontal Combination	25.09.19

  
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Sl. No	Date	Order	Unit	Topics planned	Covered on
66	25.09.19	F		Vertical Combination	26.09.19
67	26.09.19	A		Lateral Combination	27.09.19
68	27.09.19	B		Diagonal Combination	30.09.19
69	28.09.19	C		Circular Combination	30.09.19
70	30.09.19	D		Forms of Combination	01.10.19
71	01.10.19	E		Forms of Combination	03.10.19
72	03.10.19	F		Rationalization – Meaning and definition	29.10.19
73	04.10.19	A		Causes of Rationalization	29.10.19
74	09.10.19	B		Stages of Rationalization	29.10.19
75	10.10.19	C	V	Public enterprises – Meaning and Definition, objectives	19.08.19
76	11.10.19	D		Problems faced by Public enterprises	20.08.19
77	14.10.19	E		Problems faced by Public enterprises	21.08.19
78	15.10.19	F		Solutions for Public enterprises	26.08.19
79	16.10.19	A		Forms of Public enterprises	27.08.19
80	17.10.19	B		Departmental Undertaking- Meaning and features	28.08.19
81	18.10.19	C		Merits	29.08.19
82	19.10.19	D		Demerits	04.09.19
83	21.10.19	E		Government Company - Meaning and features	05.09.19
84	22.10.19	F		Merits	06.09.19
85	23.10.19	A		Demerits	09.09.19
86	24.10.19	B		Public Corporations - Meaning and features	10.09.19
87	25.10.19	C		Merits	12.09.19, 13.09
88	29.10.19	D		Demerits	16.09.19
89	30.10.19	E		Public Utilities	16.09.19
90	31.10.19	F		Merits and Demerits	17.09.19

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**LESSON PLAN AND RECORD OF CLASSES ENGAGED**

Course: B.COM. (B)      Class: I Year      Academic year 2019-20      Semester I

Title of the Paper: Business Economics

Subject Code: 18UA0011

Theory : 90 Hrs

Name of the Teacher : M Esakkiammal

Sl. No	Date	Order	Unit	Topics planned	Covered on
1	17.06.19	A	I	Syllabus Discussion	17.06.19
2	18.06.19	B		Business Economics - Introduction	20.06.19
3	19.06.19	C		Definition	20.06.19
4	20.06.19	D		Meaning	24.06.19
5	21.06.19	E		Scope of business economics	24.06.19
6	24.06.19	F		Scope of business economics	25.06.19
7	25.06.19	A		Basic concepts	26.06.19
8	26.06.19	B		Importance of business economics	27.06.19
9	27.06.19	C		Limitations of business economics	27.06.19
10	28.06.19	D		Law of diminishing marginal utility	28.06.19
11	01.07.19	E		Assumptions	01.07.19
12	02.07.19	F		Limitations	02.07.19
13	03.07.19	A		Importance of law of diminishing marginal utility	03.07.19
14	04.07.19	B		Consumer Surplus	04.07.19
15	05.07.19	C		Diagrammatic Representation	05.07.19

**Text books:**

1. Managerial Economics by R.L. Varshney & K.L. Maheswari - Sultan Chand & Sons

**Reference books:**

1. Economic Analysis by KPM Sundharam & E.N Sundharam - Sultan Chand & Sons
2. Business economics by Bani Mazundar & V.Mankar-Himalaya Publishing House
3. Business Economics-A.R.Arya Sri, W.Ramamoorthy - Tata Mc Graw Hill Companies
4. Indian Economy - K.P.K.Sundaram

Activity	Total Number	Topic I	Topic II	Topic III	Planned Date	Actual Date
Assignment		Elasticity of demand				
Internal	1 ½ Units	1 ½ - 3 Units	4 - 5 Units	1 ½ Units		

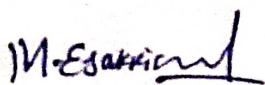
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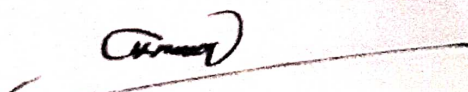
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LESSON PLAN AND RECORD OF CLASSES ENGAGED

Sl. No	Date	Order	Unit	Topics planned	Covered on
16	08.07.19	D		Limitations	08-07-19
17	09.07.19	E		Importance of consumer surplus	09-07-19
18	10.07.19	F		Revision	10-07-19
19	11.07.19	A	II	Demand Analysis	11-07-19
20	12.07.19	B		Meaning	12-07-19
21	15.07.19	C		Kinds	15-07-19
22	16.07.19	D		Determinants of Demand	15-07-19
23	17.07.19	E		Law of demand	17-07-19
24	18.07.19	F		Demand Schedule	18-07-19
25	19.07.19	A		Elasticity of demand	22-07-19
26	22.07.19	B		Price Elasticity of demand	22-07-19
27	23.07.19	C		Kinds of price elasticity of demand	23-07-19
28	24.07.19	D		Income elasticity of demand	24-07-19
29	25.07.19	E		Cross elasticity of demand	25-07-19
30	26.07.19	F		Methods of measuring elasticity of demand	26-07-19
31	29.07.19	A		Demand forecasting	29-07-19
32	30.07.19	B		Meaning	30-07-19
33	31.07.19	C		Objectives	31-07-19
34	01.08.19	D		Types	01-08-19
35	02.08.19	E		Methods of demand forecasting	02-08-19
36	03.08.19	F		Revision	03-08-19
37	05.08.19	A	III	Production Analysis – Meaning	05-08-19
38	06.08.19	B		Factors of production – Land, Labour	06-08-19
39	07.08.19	C		Capital and Organization	07-08-19
40	08.08.19	D		Production Function	08-08-19

  
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41	09.08.19	E		Forms of Production Function	09-08-19
42	19.08.19	F		Isoquants	19-08-19
43	20.08.19	A		Properties of Isoquants	20-08-19
44	21.08.19	B		Law of variable proportions	21-08-19
45	22.08.19	C		Illustration of the Law	22-08-19
46	26.08.19	D		Returns to scale	26-08-19
47	27.08.19	E		Economies of scale	27-08-19
48	28.08.19	F		Diseconomies of scale	30-08-19
49	29.08.19	A		Cost of production	03-09-19
50	30.08.19	B		Short run cost curves	04-09-19
51	03.09.19	C		Long run cost curves	05-09-19
52	04.09.19	D		Optimum firm	06-09-19
53	05.09.19	E		Objectives of firm	10-09-19
54	06.09.19	F		Revision	12-09-19
55	09.09.19	A	IV	Market Structure	13-09-19
56	11.09.19	B		Meaning	16-09-19
57	12.09.19	C		Different forms of market	17-09-19
58	13.09.19	D		Classification of market	18-09-19
59	16.09.19	E		Perfect Competition	19-09-19
60	17.09.19	F		Features	20-09-19
61	18.09.19	A		Price output determination under P.C	23-09-19
62	19.09.19	B		Monopoly – meaning, Features	24-09-19
63	20.09.19	C		Types of monopoly	25-09-19
64	23.09.19	D		Price determination under monopoly-short run	26-09-19
65	24.09.19	E		Price determination under monopoly-Long run	28-09-19

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Sl No	Date	Order	Unit	Topics planned	Covered on
66	25.09.19	F		Discriminating Monopoly	27.09.19
67	26.09.19	A		Types of price discrimination	27.09.19
68	27.09.19	B		Equilibrium under discriminating monopoly	28.09.19
69	28.09.19	C		Monopolistic Competition	30.09.19
70	30.09.19	D		Price determination under monopolistic competition – Short run	30.09.19
71	01.10.19	E		Price determination under monopolistic competition – Long run	03.10.19
72	03.10.19	F		Revision	04.10.19
73	04.10.19	A	V	Profit Analysis – Meaning	10.10.19
74	09.10.19	B		Types of profit	10.10.19
75	10.10.19	C		Types of profit	11.10.19
76	11.10.19	D		Functions of profit	14.10.19
77	14.10.19	E		Functions of profit	15.10.19
78	15.10.19	F		Profit policy	17.10.19
79	16.10.19	A		Break even analysis	18.10.19
80	17.10.19	B		Assumptions	19.10.19
81	18.10.19	C		Uses of break even analysis	21.10.19
82	19.10.19	D		Limitations	22.10.19
83	21.10.19	E		Profit forecasting	23.10.19
84	22.10.19	F		Concepts	24.10.19
85	23.10.19	A		Methods of Profit Forecasting	25.10.19
86	24.10.19	B		Methods of Profit Forecasting	29.10.19
87	25.10.19	C		Revision	29.10.19
88	29.10.19	D		Revision	31.10.19
89	30.10.19	E		Revision	31.10.19
90	31.10.19	F		Revision	31.10.19

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