

(Lesson Plan (Jan-April 2023-24))

Name of the Assistant Professor-Ms Mamta Rani

Subject- Commerce

Subject/ month	B.Com And B.Com Cav (4th Sem) B.Law	B.Com and B.Com Cav (6 th Sem) HRM	B.Com and B.Com Cav (4 th Sem) Business Statistics	B.Com (6th Sem) Business ENV
Jan	Negotiable Act 1881: scope, features and types; Negotiation; Crossing; Dishonor and discharge of negotiable instruments. Indian Partnership Act, 1932: nature of firm, duties and rights of partners, relations of partners to third parties, liabilities of firm and partner, minor, reconstitution of partnership firm, dissolution of a firm and consequences, settlement of accounts, registration of firms, effect of non-registration.	Human resource management: meaning, nature, history and scope, objectives, functions, importance; HRM vs. HRD and personal management. Human resource planning: meaning, importance, objectives,	Simple Correlation: concept, types: multiple and partial; linear and non-linear; Scatter diagram, Methods: Karl Pearson's co-efficient of correlation,	Business environment: concept, components, and importance; environmental and organizational scanning: concept importance & techniques. Public, private and joint sectors in India.
Feb	Limited Liability Partnership Act, 2008: meaning, characteristics of Limited Liability Partnership (LLP); Incorporation of LLP; partners and the liability of LLP and partners; accounts, audit and taxation of LLPs, conversion to LLP from firm/private company/unlisted public company; winding up and dissolution of LLP.	process, factors affecting manpower planning, problems and suggestions for making HR planning effective. Job Analysis: meaning, process of job analysis, methods of collecting job analysis data, potential problems with job analysis; job description and job specification.	, Spearman's Rank Correlation, Concurrent deviation method; Probable and standard errors. Regression Analysis: meaning, difference between correlation and regression, regression coefficients, methods of calculation of simple regression, standard error of estimate.	Economic systems: capitalist, socialist & mixed economy. Economic planning in India: achievement & failures, planning machinery in India
March	Information Technology Act 2000: purpose, digital signature, electronic governance; attribution,	Recruitment: meaning, purpose, recruitment policy, factors affecting recruitment; source of	Probability; concept and approaches; addition and multiplication laws of	Role of Government: monetary policy, fiscal policy, make in India. Foreign investment: concept, need,

	acknowledgement and dispatch of electronic records, certifying digital signature, penalties and other provisions.	recruitment, internal and external methods of recruitment. Selection: meaning, purpose, difference between recruitment and selection; process of selection; barriers to effective selection. Placement, induction and internal mobility: placement; induction/orientation: meaning, objectives, content and responsibility for induction; internal mobility: meaning & need; transfer: purpose, types; benefits and problems, transfer policy; promotion: purpose, basis, promotion policy; demotion: causes, demotion policy.	probability; Conditional probability: Bayes' Theorem	types & barrier; multinational corporations in India, globalization of Indian business.
April	RTI Act, 2005: important provisions	Training: meaning, training and education, training and development, objectives, importance, steps in designing training programme; training methods: on-the-job and off-the-job methods. Performance appraisal: meaning, features, merits, limitations, process and methods of performance appraisal.	Probability distributions: concept, Binomial, Poisson and Normal distributions: their properties and parameters.	Competition Act, Foreign Exchange Management Act. Foreign exchange market: an overview