

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)



Annual Teaching Plan

Academic Year- 2024-25

Class – B. Com- I –Group B- Div –A & B

Semester – I

Department- Commerce

Subject – Business Administration Paper - I (Principles of Business Management)

Name of teacher- Mr. U. D. Dabade

Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Introduction to Management:	Introduction, Concept, Characteristics of Management, Importance of Management, Management as an Art, Management as a Science, Management as a Profession, Management and Administration, Levels of Management.
15	-	15		

Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – II- Managerial Functions, Roles, and Skills:	Managerial Functions –Functions of Management Managerial Roles - Interpersonal Roles, Informational Roles, Decisional Roles. Managerial skills-Technical Skill, Human Skill, Conceptual Skill, Diagnostic skills, communication skills Decision making Skill, Analytical Skill
15	-	15		

Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Development of Management Thought:	Taylor's Scientific Management: Principles of Scientific Management, Fayol's Administrative Management :14 principles of management, Max weber's Bureaucratic Management: Meaning and features of Bureaucracy Elton Mayo's Human Relation Management: Introduction to Hawthorne Experiment
15	-	15		

Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Management in the Twenty-first Century:	Human Resource Management, Production Management, Marketing Management, Financial Management and Agri- Business Management
15	-	15		

Signature of Teacher Dabade
Name - Dr. U. D. Dabade

Signature of HOD [Signature]
Name - HEAD. C. K. Kale
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)
Annual Teaching Plan

Academic Year- 2024-25

Class – B. Com- III – Div –A, B, & C

Department- Commerce



Semester – V

Subject – Advanced Accountancy Paper - I

Name of teacher- Mr. U. D. Dabade

Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module -I - Bank Final Accounts -	Module -I - Bank Final Accounts - (Vertical Format Only)
15	-	15		

Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module -II - a) Farm Accounting and b) Hire purchase system-	a) Farm Accounting b) Hire purchase system-Excluding Hire purchase Trading Account process.
15	-	15		

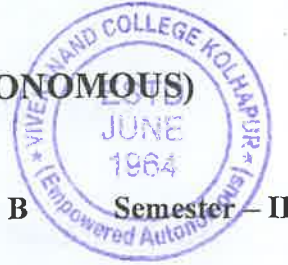
Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module -III - Insurance Claim	Loss of Stock and Loss of Profit Policy
15	-	15		

Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module -IV - Introduction to Management Accounting and Cost Accounting -	Meaning, Advantages, Objectives and Limitations,
15	-	15		

Signature of Teacher Dabade
 Name- Dr. U. D. Dabade

[Signature]
 Signature of HOD
 Name - Mr. S. S. Kale
HEAD
 DEPARTMENT OF COMMERCE
 VIVEKANAND COLLEGE, KOLHAPUR
 (EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)



Annual Teaching Plan

Academic Year- 2024-25

Class – B. Com- I – (Group – B) Div –A, & B

Semester – II

Department- Commerce

Subject – Business Administration Paper-II (Functions of Management)

Name of teacher- Mr. U. D. Dabade

Month- December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I - Planning and Decision Making	Planning -Concept, importance, steps in planning process , types of planning Decision Making Concept, techniques for decision making and Process of Decision Making
15	-	15		

Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – II- Organizing and Staffing	Organizing: Organizing: Concept, Steps in organizing. Centralization and Decentralization (Merit and Demerit) Delegation of Authority (Meaning and Elements) Staffing: Concept, Importance of staffing, Sources of Recruitment, Scientific Selection Process
15	-	15		

Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Motivation and Leadership	Motivation: Concept, Financial and Non - Financial Motivation, Theories of Motivation: Maslow's Need-Hierarchy Theory, Douglas McGregor's Theory X and Y Leadership: Concept, Importance, Qualities of Leader, Leadership style
15	-	15		

Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Directing, Co- ordination and Controlling	Directing – Concept and techniques of directing Co-ordination: Concept, Need, Types of Co-ordination Controlling: Concept , Importance of controlling, types of Controlling, steps in control Process, Techniques of Control

Signature of Teacher

Name- Dr. U. D. Dabade

Dabade

Signature of HOD

Name – Mr. S. S. Kale

HEAD

DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

Academic Year- 2024-25

Class – B. Com- III – Div –A, B, & C

Department- Commerce



Subject – Advanced Accountancy Paper - III

Name of teacher- Mr. U. D. Dabade

Month- December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Elements of Cost	- Material, Labour & Overheads, Preparation of Cost Sheet
15	-	15		

Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – II- Marginal Costing-	Concept, Advantages, and Limitations, CVP analysis, and decision Making
15	-	15		

Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Working Capital –	Meaning, Significance, and calculation of working capital requirements and preparation of funds flow statements.
15	-	15		

Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Ratio Analysis-	Meaning, advantages and limitations, classifications of ratio- Profitability Ratios, Turnover Ratios, Solvency Ratios and Liquidity Ratio.
15	-	15		

Signature of Teacher Dabade
Name- Dr. U. D. Dabade


Signature of HOD
Name - Mr. S. S. Kelre.

DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

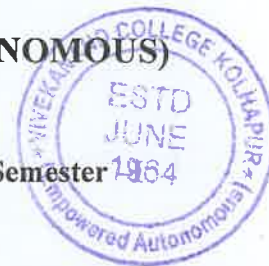
Annual Teaching Plan

Academic Year- 2024-25

Class – M. Com- I

Department- Commerce

Semester



Subject – Advanced Accountancy Paper II (Management Accounting)

Name of teacher- Dr. U. D. Dabade


Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Introduction: Introduction Management Accounting	of Meaning of Management Accounting, Scope and Functions of Management Accounting, Role of Management Accountant in Decision Making, Management Accounting vs. Financial Accounting, Management Accounting vs. Cost Accounting, Tools and Techniques of Management Accounting
15	-	15		

Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module-II- Analysis Financial Statements:Part - I	of Meaning and Types of Financial Statements, Analysis of financial statements: Comparative Statement Analysis, Common-size Statement Analysis, Trend Analysis
15	-	15		

Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Analysis Financial Statements: Part - II	of Ratio Analysis- Classification of Ratios, Advantages and Limitations of Accounting ratios, Calculations of ratios and interpretation
15	-	15		

Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Working Capital:	Meaning, Significance and Determinants of Working Capital, Operating Cycle, Types of Working Capital, Estimation of Working Capital Requirements
15	-	15		

Signature of Teacher 
Name- Dr. U. D. Dabade


Signature of HOD
Name - Mr. S. S. Kale
HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

Academic Year- 2024-25

Class – M. Com- I

Department- Commerce


Semester




Subject – Business Administration Paper -III (Marketing Management)

Name of teacher- Dr. U. D. Dabade

Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – I- Introduction, Marketing Environment and Consumer Behaviour	A. Basics of Marketing: Introduction, Nature & scope of marketing, the core concepts of marketing, marketing in 21st century, Introduction to Services Marketing B. Marketing Environment: Micro and Macro marketing environment, Marketing Planning and Marketing Planning process, Differentiation between Sales and Marketing. C. Consumer Behaviour- Meaning and definition of Consumer behaviour, importance, Different buying roles, Consumer buying decision process, factors influencing consumer behaviour.
Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module- II- Market segmentation	Meaning and concept, benefits of segmentation, Bases for market segmentation consumer goods market segmentation; Market targeting- Selection of segments, Product positioning.
Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – III- Marketing Mix-	Introduction, Meaning, Scope and importance, 4P's to 4 C's A. Product Mix: concept of product, difference between product and services, product life cycle (PLC) concept of new product development. B. Price mix: Meaning, elements, importance of price mix, Factors influencing pricing, pricing methods and recent trends in pricing. C. Place mix: meaning and concept of channel of distribution. Types of channel of distribution or intermediaries, factors influencing selection of channels, D. Promotion mix: meaning, elements of promotion mix, advertising: definition, importance, limitations, types of media, 5 M's of advertising.
Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – IV- Branding decisions Packaging decision Digital Marketing	A. Branding decisions – concept of branding advantages and disadvantages of branding. Types of Branding. B. Packaging decision – Concept, Packaging advantages and disadvantages. Features and functions of packaging. C. Digital Marketing – Introduction, scope, nature. Tools of digital marketing. Advantages of digital marketing.

Signature of Teacher 
Name- Dr. U. D. Dabade


Signature of HOD
Name - Mr. S. S. Kale
HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

Academic Year- 2024-25

Class – M. Com- II

Department- Commerce

Semester – III



Subject – Business Administration Paper -IX (International Business)

Name of teacher- Dr. U. D. Dabade

Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- International Business :-	Introduction, Scope, Reasons for International Trade, Theories of International Trade (Only Concept, Features, Limitations), Non-Tariff Barriers, Balance of Payment, Disequilibrium of Balance of Payment and its Remedial Measures, Balance of Trade, Orientation in Overseas Business, India's New Foreign Trade Policy.
15	-	15		
Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module- II- International Business Environment :-	Introduction, Components Of International Business Environment, Opportunities and threats of Indian Companies in International Market, Different Modes of Entry in International Market, Ethical Issues in International Business, Foreign Direct Investment (FDI)- Concept, Recent Trends of Foreign Direct Investment In India.
15	-	15		
Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Strategy Development in International Business :	Introduction, Global Expansions Plans, Value Chain analysis – Concept, Porter's Value Chain Framework, Green Field Investment – Concept, Advantages, Disadvantages, Strategic Alliance- Concept, Advantages, Disadvantages, Use of Computers in Management Applications- MIS
15	-	15		
Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- International Economics Institutions and Integrations	Economic Integration – Meaning, Levels of Economic Integrations, ASEAN, SAARC, NAFTA, IFC World Trade Organisation (WTO)- Principles, Agreements, TRIPs (Trade Related intellectual Property Rights) , Indian Patent Law (Only Meaning), Indian Patent Act (Only Meaning)
15	-	15		

Signature of Teacher

Name- Dr. U. D. Dabade

Dabade

Signature of HOD

Name - Mr. S. S. Kale

S.S. Kale

HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

Academic Year- 2024-25

Class – M. Com- II

Department- Commerce


Subject – Business Administration Paper -X (Accounting for Management)

Name of teacher- Dr. U. D. Dabade



Month- July 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Accounting as an information system	(a) Business activity: concept and classification of accounting, (b) Financial Accounting- Need for Accounting, Internal and External users of accounting information. Business transactions; Nature of accounting transactions. (c) Double entry system, Accounting equation, Branches of Accounts and Types of Accounts .Golden rules of accounting. Accounting Fundamentals (a) Accounting Principles, Concepts and Conventions (b) Capital and Revenue transactions - capital and revenue expenditures, capital and revenue receipts, (c) Double entry system (d) Journal, Ledger, Accounting cycle
15	-	15		
Month- August 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module- II- Accounting Equation	Accounting Equation (a) Definition of balance sheet (b) components of balance sheet (c) Assets, Liabilities, Stockholders equity, (d) Companies Wealth Trial Balance and Final Accounts- (a) Preparation of trial balance, (b) Preparation of Final Accounts for Sole Proprietors, (c) Final Accounts of Partnership Firms
15	-	15		
Month- September 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Subsidiary Books:	(a) All subsidiary books: Sales books, sales return book, purchase book, purchase return book, bills receivable book, bills payable book, (b) Cash book (Single column double column, and three column cash book), petty cash book and journal proper. Depreciation Accounting – Brief of various Methods, Computation and Accounting Treatment of Depreciation (Straight line and Diminishing Balance Method); Change in Depreciation Methods
15	-	15		
Month- October 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV-	Computerized accounting:(a) Concept, features, importance, components of Computerized Accounting Software , (b) Overview of Tally ERP 9: Features of Tally ERP 9, Advanced Accounting & Inventory Features, F11 Features, F 12 Features, (c) Functions with Tally ERP 9: Recording Transactions, Adv. Accounting Vouchers, Adv. Inventory Vouchers, Cost Categories (d) Introduction to GST, Objectives of GST
15	-	15		

Signature of Teacher 
Name- Dr. U. D. Dabade


Signature of HOD
Name - Mr. S. S. Kale
HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

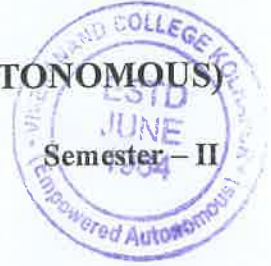
Academic Year- 2024-25

Class – M. Com- I

Department- Commerce

Subject - Advanced Accountancy Paper VI (Cost Accounting)

Name of teacher- Dr. U. D. Dabade



Month-December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Introduction and Elements of Cost:	a) Meaning, scope, objectives and advantages of cost accounting b) Elements of Cost – Material Cost, Labour Cost and Overheads; Classification of cost, preparation of cost sheet and quotation.
15	-	15		
Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module –II- Job Costing and Unit Costing	Meaning, Features, Practical Applications of Job Costing and Unit Costing, Preparation of Job Cost Sheet.
15	-	15		
Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Process Costing	Process Costing: Meaning and its Applications, Concept of Equivalent Production, Preparation of Process Accounts, Concepts of Joint Products and By Products.
15	-	15		
Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Contract Costing	Contract Costing- Contract Costing: Meaning, Features, Accounting , Procedure, Retention money, Escalation Clause, Work in Progress, Cost Plus Contract. Preparation of Contract Account
15	-	15		

Signature of Teacher

Name- Dr. U. D. Dabade

Dabade

Signature of HOD

Name - Mr. S. S. Kale

HEAD

DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Annual Teaching Plan

Academic Year- 2024-25

Class – M. Com- I

Department- Commerce

Subject - Business Administration Paper -VII (International Marketing)

Name of teacher- Dr. U. D. Dabade



Month-December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- <u>International Marketing:</u>	International Dimensions of Marketing, Benefits of International Marketing, Challenges And Opportunities In International Marketing, Quality Considerations In International Marketing, Underlying Forces Of International Marketing, Global Vs. International Marketing Management, Internationalization Stages, International Marketing Decisions
15	-	15		
Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module –II- <u>Planning For International Marketing:</u>	The Planning Process. Global Marketing Environment: Demographic Environment, Economic Environment, Socio-Cultural Environment, Legal and Statutory Environment, Political Environment, Global segmentation, Targeting and Positioning. Global E- Marketing, E-Marketing technology and environment, global e-marketing communication, models, services.
15	-	15		
Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- <u>International Marketing Mix.</u>	Product Decision: Product characteristics, product design, Geographic Expansion strategic alternatives, new product development. Product life cycle in International market. Pricing decisions: Global pricing strategies, environmental influences on pricing, transfer pricing. Global pricing policy alternatives. Approaches to international pricing. Price Escalation. International Marketing Channels: Channel objectives and constraints, Channel Structure, Channel strategy for new market entry. Integrated Marketing Communication and international advertising: Sales promotions in international markets. International Advertising and strategy. Media planning and analysis. Campaign execution and advertising agency.
15	-	15		
Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- <u>EXIM Policy Government of India (in force at the time):</u>	Export Promotion. Export Promotion councils. Bilateral treaties and international marketing. EXIM Bank. Export Financing. Managing Exchange rate fluctuations. Foreign trade policy of Government of India. (The policy in force is applicable) Settlement of International Disputes.
15	-	15		

Signature of Teacher

Name- Dr. U. D. Dabade

Signature of HOD

Name - Mr. S. S. Kale

HEAD

DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)

VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

Academic Year- 2024-25

Annual Teaching Plan

Class – M. Com- II

Department- Commerce



Subject - Business Administration Paper -XIII (Information System)

Name of teacher- Dr. U. D. Dabade

Month-December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – I- Introduction to Information System –	Concept of Data and Information, Introduction and characteristics of Information System. Concept of Information System, Need and Scope of Information System, Components of Information Systems, Benefits of Information System, The use of information systems to add value to the organization
Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module –II- Types of Information Systems –	Information needs at different organization levels. Major types of information systems in Organization- TPS-Introduction, need and significance. MIS –Introduction, need, characteristics and significance.
Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – III- Information Systems for decision making	Managers and Decision making, types of decision, phases in decision making , Decision support systems (DSS) – characteristics, components and significance. Group decision support systems (GDSS) , - Introduction, need, elements, characteristics and significance. , Executive support systems (ESS) – Introduction, need and significance of ESS.
Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total		
15	-	15	Module – IV- Information System Development and Security	Information System Development life Cycle, Overview of system development – System analysis, system design, completing the system development process. Challenges of Information System, Information systems vulnerability, Value of security and control in Business, Tools and technologies for information system security

Signature of Teacher *Dabade*
Name- Dr. U. D. Dabade

S.S. Kale
Signature of HOD
Name - Mr. S. S. Kale

HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)



VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)
Annual Teaching Plan
Academic Year- 2024-25 **Class – M. Com- II**
Department- Commerce **Semester – III**

Subject - Business Administration Paper -XIV (Professional Skills for Management)
Name of teacher- Dr. U. D. Dabade

Month-December 2024			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – I- Soft Skills:	Meaning & its Importance; Its Types: Interpersonal Skills, Assertiveness for Resolving Conflicts, Negotiation Skills, Time Management, Motivation, Building Successful Teams, Excel as a Leader, Stress Management Digital Body Language- Meaning, role and its 4 Laws
15	-	15		
Month- January 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module –II- Fundamentals of Communication:	Meaning &; its Significance; Communication Based on Types of Audience: Internal- Formal &; Informal (Grapevine) communication &; External Communication; Communication Based on medium of Communication: Verbal & Non-Verbal Communication, Communication Challenges (Barriers) &; Overcoming them.
15	-	15		
Month- February 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – III- Oral Communication:	Listening- Active and Passive, Listening, Barriers &; Guidelines for Effective Listening, Public Speaking, Making Effective Presentations, Conduct Effective Meetings, Meeting Documentation- Notice, Agenda &; Minutes
15	-	15		
Month- March 2025			Module	Sub-Unit Planned
Lectures	Practical's	Total	Module – IV- Written Communication:	Principles of Effective Writing, Business Letters- Structure, Format & Types, Email Etiquette, Report Writing- Meaning, Format and Structure
15	-	15		

Signature of Teacher Dabade
 Name- Dr. U. D. Dabade

S.S. Kale
 Signature of HOD
 Name - Mr. S. S. Kale
HEAD
DEPARTMENT OF COMMERCE
VIVEKANAND COLLEGE, KOLHAPUR
(EMPOWERED AUTONOMOUS)