

## Lesson Plans BBA BE Jan-May 2025

### **Subject: Human Resource Management (HRM)** (BBA (BE) IVth Semester)

**Faculty Name: Dr. Ritu Gandhi Arora**

**Text Book: Human Resource Management, Authored by C. B. Memoria, Publisher- Himalaya Publishing House, Twenty Fifth Edition**

Lecture No.	Session Detail	Reference Books
1.	<b>Ice Breaking session</b>	
2.	<b>Why should future managers study HRM:</b> importance of HR factor, Meaning and evolution of HRM	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition-2011)
3.	Role, competencies and functions of HR Manager/ Department	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition-2011)
4.	Major HR Influencing Factors- Challenges and Opportunities	Human Resource Management by David Lepak/Mary Gowan (Pearson Education, 1 <sup>st</sup> Edition-2009)
5.	Case Study: HR Manager as a Change Agent	Case Study
6.	HR Environment	Human Resource Management by Vishwajeet Pattnayak
7.	HR Outsourcing: Meaning, Types and Why?	Human Resource Management by Vishwajeet Pattnayak (PHI)
8.	Strategic HRM: Meaning, Importance	Strategic Human Resource Management by Dreger (Mc Grew Hill)
9.	Job Analysis- Meaning, Types, Importance and process	HRM by VSP Rao, Excel Books, 2 <sup>nd</sup> Edition-2009
10.	Job Analysis- Practical Implications	HRM by VSP Rao, Excel Books, 2 <sup>nd</sup> Edition-2009
11.	Human Resource Planning- Responsibility for HRP, Factors for HRP	Human Resource Management by David Lepak/Mary Gowan (Pearson Education, 1 <sup>st</sup> Edition-2009)
12.	Human Resource Information Systems-	Personnel Management- Text and Cases by C.B. Memoria and V.S.P. Rao, 13 <sup>th</sup> Edition-2012, Himalaya Publications.
13.	HRIS: Practical Aspects in today's industry	HRM by Rao- Excel Books
14.	Talent Acquisition: Recruitment: Meaning, factors	Human Resource Management by Vishwajeet Pattnayak (PHI)
15.	Recruitment: Sources: Traditional and Modern, Importance	Human Resource Management by Vishwajeet Pattnayak (PHI)
16.	Talent Acquisition: Selection: Meaning, Importance of putting right people at the right place at right time.	Human Resource Management by R.S.Diwedi (Galgotia Publishing House)
17.	Selection Process: In detail (Stages in selection process)	Human Resource Management by R.S.Diwedi (Galgotia Publishing House)
18.	Downsizing and Rightsizing	Human Resource Management by R.S.Diwedi (Galgotia Publishing House)
19.	Induction and Orientation: Meaning, Purpose and Importance	Managing Human Resources, David and Cardy, PHI
20.	Employee Retention: Meaning, Reasons	Talent Retention: Concepts and cases by Sushma Marathe, ICFAI Books
21.	Strategies to retain employees	Talent Retention: Concepts and cases by Sushma Marathe, ICFAI Books

22.	Career Planning, Succession Planning and Management	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition-2011) pp. 123-133
23.	Employee Training: Meaning, Need Assessment Methods of Training	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition
24.	Methods of Training: On the Job and Off the Job Training methods	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition
25.	Evaluation of Training Programmes	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition
26.	Management Development: Meaning, Methods	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition
27.	Difference between Training and Management Development, Evaluation of Development programmes	Human Resource Management by Seema Sanghi (Macmillan Publishers, 1 <sup>st</sup> Edition
28.	Succession Planning: Meaning and Importance	Human Resource Management by S.P.Robbins (PHI)
29.	Career Planning: Meaning, Importance, Steps in career Planning	Human Resource Management by S.P.Robbins (PHI)
30.	Performance Management: Development of Performance Management System, Methods.	Business by R.W.Griffin and Ebert (Prentice Hall), 6 <sup>th</sup> Edition, (2002),
31.	Performance Management: Development of Performance Management System, Methods (Cont...)	Transforming the Performance Management Concept by Hartle, F., 1 <sup>st</sup> Edition, 1995, Kogan Page, London
32.	Job Evaluation: Meaning and Importance	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
33.	Compensation Management: Meaning and Structure, Importance of Good compensation package	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
34.	Compensation Management: Cont...	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
35.	Incentives : Meaning, Importance	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
36.	Types of Incentive Plans/Pay for performance	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
37.	Fringe Benefits: Meaning, Benefits and Types	Compensation Management by Dr. Ritu Gandhi Arora, Mahavir Publications
38.	Balance Scorecard: Meaning and Implications	
39.	Employee Relations: Meaning, Importance of Harmonious Emp. Relations.	Human Resource Management by Biswajeet Pattanayak (Prentice Hall of India), 3 <sup>rd</sup> Edition, 2008
40.	Employee Discipline and Consequences of Indiscipline	Dynamics of Industrial Relation by Memoria and Memoria, Himalaya Publishing House
41.	Workplace Safety, Employee Health	Dynamics of Industrial Relation by Memoria and Memoria, Himalaya Publishing House
42.	Employee Health Issues and Factories Act 1948 (In brief)	Industrial Law by N.D.Kapoor
43.	Collective Bargaining: Meaning, Types, Importance	Human Resource Management, C.B.Memoria (Excel Books
44.	Workers Participation in Management	Dynamics of Industrial Relation by Memoria and Memoria, Himalaya Publishing House
45.	Types of WPM, Difference in WPM and Collective Bargaining	Dynamics of Industrial Relation by Memoria and Memoria, Himalaya Publishing House
<b>Doubt Session: Important questions discussion etc.</b>		

- Internals, Presentations and other evaluations for the Internal Assessment purpose will organize / arrange as per department schedule;
- Case Studies and Presentations will be taken as required.
- No. of hrs. May reduce or exceed according to class participation or understanding of the topic.

**Dr. Ritu Gandhi Arora**

(Associate Professor)

Department of Management Studies

### **Lesson Plan for the Semester Starting : February 2025**

Name of the subject: Business Environment

Subject Code:

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Ms. Vandana Jain, Asst. Professor

Department: BBE 4<sup>th</sup> Sem

Class Time: 1Hr.

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activity	Test/Assignment	Deviation if any
	1		Introduction to Business Environment – its Nature	Lecture and Discussion		
	2		Structure of Business Environment	Lecture and Discussion		
	3		Structure of Business Environment	Lecture and Discussion		
	4		Indicators of BE, Source of Change	Lecture and Discussion		
	5		Relative growth of public and private sector	Lecture and Discussion		
	6		Standards of corporate governance	Lecture and Discussion		
	7		Macroeconomic policies and business environment.	Lecture and Discussion		
	8		Presentation	Presentation		
	9		Presentation	Presentation		
	10		Broad design of economic reforms	Lecture and Discussion		
	11		Privatization trend	Lecture and Discussion		

	12		Economic revolutionization process	Lecture and Discussion		
	13		present state of growth environment; trend and consumption pattern	Lecture and Discussion		
	14		demographic environment	Lecture and Discussion		
	15		inflationary scenario and its impact on the business sector	Lecture and Discussion		
	16		Presentation	Presentation		
	17		MRTTP Act, 1969	Lecture and Discussion		
	18		New Competition Law, 2002	Lecture and Discussion		
	19		New Competition Law, 2002	Lecture and Discussion		
	20		Consumer protection Act in India.	Lecture and Discussion		
	21		Consumer protection Act in India.	Lecture and Discussion		
	22		Presentation	Presentation		
	23		Current industrialization scenario and industrial policy;	Lecture and Discussion		
	24		state of the SME sector	Lecture and Discussion		
	25		infrastructural constraints on growth; private participation in infrastructural development			
	26		growth trend in the service sector;	Lecture and Discussion		
	27		an overview of growth and reforms in the financial sector	Lecture and Discussion		
	28		agribusiness opportunities.	Lecture and Discussion		
	29		Presentation	Presentation		
	30		Trends in Globalization	Lecture and Discussion		
	31		Balance of payments position	Lecture and Discussion		

	32		Presentation	Presentation		
	33		foreign trade scenario, trends in FDI	Lecture and Discussion		
	34		exchange rate movements and its impact;	Lecture and Discussion		
	35		India's foreign exchange reserves and their use	Lecture and Discussion		
	36		external influences on India's business environment.	Lecture and Discussion		
	37		Presentation	Presentation		
	38		Presentation	Presentation		
	39		Revision			
	40		Revision			

\*Above are the minimum number of classes to be scheduled for the subjects having classes 5 days per week. For subjects having classes 4 days per week and 3 days per week, the number of lectures are to be reduced i.e. 30 minimum number of classes for 3 days per week subject and 36 minimum number of classes for 4 days per week subject.

**Lesson Plan for the Semester Starting: January 2025**

**Name of the subject: Computer Networks in Business BBE 4<sup>th</sup> semester**

**Subject Code:**

**Name of the Institution: DAV Institute of Management**

**Name of the teacher with designation: Ms. Monica Khatri (Assistant Professor in DAVIM)**

**Department: MCA**

**Class Time: 1Hr.**

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activity	Test/Assignment	Deviation if any
Jan	1		Unit-1 Basic concept of networking	Lecture		
	2		components of data communication	Lecture		
	3		topologies	Lecture	Assignment 1	
	4		LAN, WAN and Man	Lecture		
	5		Networking Devices	Lecture/Discussion		
	6		Simplex, Half duplex and full duplex	Lecture	Assignment 2	
	7		Communication	Lecture		

			Network			
	8		Types of Network	Lecture		
	9		Advantages and disadvantages of networks	Lecture	Assignment 3	
	10		Revision of Unit-1	Lecture		
February	11		Unit-2 <b>Introduction to internet</b>	Lecture/Discussion		
	12		tools of internet application environment and structure	Lecture	Assignment 4	
	13		networking infrastructure	Lecture		
	14		networking with internet	Lecture		
	15		application to simple business problem	Lecture		
	16		Introduction to Intranet	Lecture	Assignment 5	
	17		Intranet advantages and disadvantages	Lecture		
	18		Basic concept pf Internet Protocol	Lecture		
	1		extranet	Lecture	Assignment 6	
	2		Revision of unit-2	Lecture		
March	3		<b>Unit-3 Introduction to WWW</b>	Lecture		
	4		Web browser, difference between homepage and web page	Lecture	Assignment 7	
	5		ISP and its example	Lecture		
	6		Search engine	Lecture	Assignment 8	
	7		Architecture and components of search engine	Lecture/Discussion		
	8		Ip address and its parts	Lecture		
	9		Client server architecture	Lecture		
	10		e-commerce	Lecture		

	11		Types of e-commerce	Lecture	Assignment 9	
	12		Framework of e-commerce	Lecture		
	13		Business application areas of e-commerce	Lecture		
	14		Edi	Lecture		
	15		Security issues in EDI	Lecture	Assignment 10	
	16		Electronic payment system	Lecture		
	17		Working with HTML tags basec introduction	Lecture		
	18		HTML image ,break,alignment tags	Lecture	Assignment 11	
	19		Html font hyperlink, paragraphs, comments	Lecture		
	20		emphasizing text, formatting text	Lecture		
April	1		HTML Tables table border, table color	Lecture		
	2		Html Forms radio button, check box, option button	Lecture	Assignment 12	
	3		HTML superscript, subscript tags with color	Lecture/Discussion		
	4		Html bgcolor tags ,href tags	Lecture	Assignment 13	
	5		Html break,alignment tags	Lecture	Assignment 14	
	6		Revision of all the html tags	Lecture		
	7		Revision of entire syllabus	Lecture		

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**Lesson Plan for the Semester Starting :21st January 2025**

Name of the subject: Financial Management

Subject Code: BBEN-404

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Dr Rashmi Bhargava (Asst Prof)

Department: BBA (BE)

Class Time: 1Hr.

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activity	Test/Assignment	Deviation if any
January	1		Evolution and Scope of Fin Mgmt.	Lecture		
	2		Objectives and Functions of Fin. Mgmt.	Lecture		
	3		Goals of Fin. Mgmt.	Lecture		
	4		Concept of TVM	Lecture		
	5		Discounting and Compounding Techniques	Practical Questions		
February						
	6		Annuity, Applications of TVM	Lecture/Practical Questions	Assignment on TVM	
	7		Introduction to Inv. Decisions	Lecture		
	8		Meaning and Concept of Cost of Capital.	Lecture		
	9		Significance of Cost of Capital	Lecture		
	10		Cost of Debenture	Practical Questions		
	11		Cost of Preference	Practical Questions		
	12		Cost of Equity	Practical Questions		
	13		WACC	Online Lecture/Practical Questions		
	14		Practice Questions	Practical Questions		
	15		Class test Unit 1	Class test		
	16		Meaning, Concept, Imp. Of Capital Budgeting	Lecture		
	17		Types of Capital Budgeting Decisions	Lecture		
	18					



	19		Meaning and Types of Cash Flow	Lecture		
	20		Types of Capital Budgeting Techniques	Lecture		
March						
	21		Payback Period Method	Practical Questions		
	22		ARR	Practical Questions		
	23		Dis. Payback Period Method	Practical Questions		
	24		NPV	Practical Questions		
	25		Profitability Index	Practical Questions		
	26		IRR	Practical Questions		
	27		IRR	Practical Questions		
	28		Merits and Demerits of CB techniques	Lecture		
	29		Practice Questions	Practical Questions		
	30		Concept of Leverage	Lecture	Assisgnment on Capital Budgeting	
	31		Operational Leverage	Lecture/Practical Questions		
	32		Financial Leverage	Lecture/Practical Questions		
	33		Concept of Composite Leverage	Lecture/Practical Questions		
	34		Practice Questions	Practical Questions		
	35		Class Test Unit 2	Class test		
April						
	36		Concept of Capital Structure	Lecture		
	37		Determinants of Capital Structure	Lecture		
	38		NI Approach	Lecture/Practical Questions		
	39		NOI Approach	Lecture/Practical Questions		
	40		Traditional Approach	Lecture/Practical Questions		
	41		MM Approach(With Tax)	Lecture/Practical Questions		

	42		MM Approach(Absence of Tax)	Lecture/Practical Questions		
	43		EBIT-EPS Analysis	Lecture/Practical Questions	Assignment on Capital Structure Theories	
	44		Class test Unit 3	Class test		
	45		Dividend Decision(Meaning and Determinants)	Lecture		
	46		Walter Dividend Model	Lecture/Practical Questions		
	47		Working Capital Management(Concept, Determinants and Components)	Lecture		
	48		Cash Management, Receivables Management	Lecture		
	49		Inventory Management	Lecture	Assignment on Dividend Policy	
	50		Simple problems on Inventory Mgmt	Practical Questions		

### **Lesson Plan for the Semester Starting:21<sup>st</sup> Jan. 2025**

Name of the subject: Human Rights and Values

Subject Code: BBEN 406

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Dr. Anjali Ahuja (Asstt. Prof.)

Department: BBE

Class Time: 1Hr. (4 Hrs./Week)

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activity	Test/Assignment	Deviation if any
Jan.	1		Overview of Syllabus	Lecture		
	2		Concept of value, Types of Values	Lecture & ppt		
	3		Concept of Human Values	Lecture & ppt		
	4		Evolution of value-oriented education	Lecture & ppt		
	5		Evolution of value-oriented education	Lecture & ppt		
	6		Concept of Value education	Lecture & ppt		
Feb.	7		Components of Value	Lecture & ppt		

			Education			
	8		Character Formation	Lecture & ppt		
	9		Character Formation	Lecture & ppt		
	10		National integration and International Understanding	Lecture & ppt		
	11		Revision-Unit I	Lecture	Assignment	
	12		Concept of Human Rights, Indian perspective of human rights	Lecture & ppt		
	13		International perspective of human rights	Lecture & ppt		
	14		Evolution of Human Rights	Lecture & ppt		
	15		Human Rights movement in India	Lecture & ppt		
	16		Classification of Human Rights	Lecture & ppt		
	17		Right to life, liberty and dignity	Lecture & ppt		
	18		Right to equality	Lecture & ppt		
	19		Right against exploitation	Lecture & ppt		
	20		Cultural and Educational Rights	Lecture & ppt		
	21		Economic, political and social rights	Lecture & ppt		
	22		Revision Unit-II	Lecture	Assignment	
March	23		Core Issues: Poverty, overpopulation	Lecture & ppt		
	24		Illiteracy, Problems of Unsustainable Development	Lecture & ppt		
	25		Disadvantaged group- Women	Lecture & ppt		
	26		Children	Lecture & ppt		
	27		Scheduled Castes and Scheduled Tribes	Lecture & ppt		
	28		Homeless and Slum Dwellers	Lecture & ppt		
	29		Physically and Mentally Handicapped	Lecture & ppt		
	30		Refugees and Internally Displaced Persons	Lecture & ppt		
	31		Revision Unit-III	Lecture	Assignment	
	32		Violation of Human Rights by State	Lecture & ppt		
	33		Violation of Human Rights by individuals and groups	Lecture & ppt		
	34		Nuclear weapons	Lecture & ppt		

April	35		Terrorism	Lecture & ppt		
	36		Government systems for Redressal, Judiciary	Lecture & ppt		
	37		National Human Rights Commission	Lecture & ppt		
	38		Other Statutory Commissions	Lecture & ppt		
	39		Media Advocacy, Creation of Human Rights Literacy and Awareness	Lecture & ppt		
	40		Revision Unit-IV	Lecture	Assignment	

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<b>Consumer Behaviour BBE 4th semester</b>			
<b>Lecture Plan</b>			
<b>Subject Faculty: Dr. Meera Wadhwa</b>			
<b>lecture</b>	<b>Topic</b>	<b>Academic Activity</b>	<b>Assignment /Test</b>
1	Nature and scope of consumer Behavior	lecture and discussion	
2	Major Worldwide Changing Trends	lecture and discussion, Case study -Nirma	
3	Consumer needs & Motives	lecture and discussion	Objective type Test
4	Consumer needs & Motives contd.	lecture and discussion	
5	Market Segmentation: Concept ,levels	lecture and discussion	Objective type Test
6	Basis of Segmentation	lecture and discussion, Case Study	Assignment on segmentation of different products
7	Product Differentiation	lecture and discussion	
8	Positioning Strategies	lecture and discussion, Case Study	Objective type Test
9	Models of Consumer Behaviour	lecture and discussion	
10	Models of Consumer Behaviour contd	lecture and discussion	

11	Culture and subculture	lecture and discussion	
12	Culture and subculture contd.	lecture and discussion	
13	Social Groups	lecture and discussion	
14	Types of Families	lecture and discussion	
15	Family life cycle	lecture and discussion	Objective type Test
16	Family purchasing decision	lecture and discussion	
17	Buying Roles, Conflict Resolution	lecture and discussion	
18	Group Presentations	Presentation	
19	Group Presentations	Presentation	
20	Group Presentations	Presentation	
21	Group Presentations	Presentation	
22	Diffusion of Innovation	lecture and discussion	
23	Consumer Adoption Process	lecture and discussion	Objective type Test
24	Personality : Concept Characteristics	lecture and discussion	
25	Theories of Personality	lecture and discussion	
26	Theories of Personality contd	lecture and discussion	
27	Self- Concept	lecture and discussion	
28	Consumer Involvement	lecture and discussion	
29	Information Processing	lecture and discussion	
30	Consumer Learning	lecture and discussion	
31	Behavioural vs Cognitive Learning theories	lecture and discussion	
32	Social learning Theory	lecture and discussion	
33	Attitude formation	lecture and discussion	
34	How to change the Attitude	lecture and discussion	
35	Industrial Vs Consumer Market	lecture and discussion	
36	Organizational buying Behavior	lecture and discussion	
37	Consumer Decision making Process	lecture and discussion	
38	Consumer decision rules	lecture and discussion	
39	revision session unit I	lecture and discussion	
40	revision session unit II	lecture and discussion	
41	revision session unit III	lecture and discussion	
42	revision session unit IV	lecture and discussion	
43	Doubt session		
44	Doubt session		
45	Doubt session		
46	Doubt session		

**Lesson Plan for the Semester Starting : Jan-June2025**

Name of the subject: International Business

Subject Code: BBEN601

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Dr. Archana Mittal

Department: BBA-BE

Class Time: 1Hr.

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activi	Test/Assignment	Deviation if any
Jan	1		Unit-1 Globalization and Stages of Internationalization	Lecture& PPT		
	2		Drivers of globalization and Restrainers of globalization	Lecture& PPT		
	3		Multilateral regulation of trade and investment	Lecture& PPT		
	4		WTO	Lecture&		
	5		UNC TAD	Lecture&		
Feb	1		Political, economic environment of IB	Lecture& PPT		
	2		Socio-cultural environment of IB	Lecture& PPT		
	3		Managerial problem in IB	Lecture& PPT		
	4		Unit-2 Alternative exchange rate systems Nature of foreign exchange market	Lecture& PPT		
	5		Alternative approaches to Exchange rate determination	Lecture& PPT		
	6		Effect of exchange rate variations on business decisions	Lecture& PPT		
	7		Role of IMF in exchange rate stabilization.	Lecture& PPT		

	8		Revision			
	9		Unit-3 Balance of payments equilibrium	Lecture& PPT		
	10		Disequilibrium and adjustment	Lecture& PPT		
	11		Role of IMF in alleviating BOP	Lecture& PPT		
	12		Problems of member countries	Lecture& PPT		
	13		Role of IMF in alleviating BOP	Lecture& PPT		
	14		Problems of member countries	Lecture& PPT		
	15		Factors affecting international capital movements	Lecture& PPT		
March	1		Factors affecting international capital movements	Lecture& PPT		
	2		Factors affecting international capital movements	Lecture& PPT		
	3		Benefits and costs of FDI	Lecture& PPT		
	4		Link between BOP and exchange rates	Lecture& PPT		
	5		Economic implications of foreign exchange reserves.	Lecture& PPT		
	6		Foreign market entry strategies	Lecture& PPT		
	7		Basics of international logistics	Lecture& PPT		
	8		International product life cycle	Lecture& PPT		
	9		Structure and Instruments of international financial market	Lecture& PPT		
	10		Sources and challenges of raising international finance	Lecture& PPT		
	11		Basic international banking operations.	Lecture& PPT		
April	1		Latest foreign trade policy	Lecture& PPT		
	2		India's overseas investments	Lecture& PPT		

	3		Policy towards foreign direct investment	Lecture& PPT		
	4		Globalization trends in Indian economy	Lecture& PPT		
	5		Role of MNCs	Lecture&		
	6		Impact of multilateral institutions (IMF, World Bank and WTO) on Indian business environment.	Lecture& PPT		
	7		Impact of multilateral institutions (IMF, World Bank and WTO) on Indian business environment.	Lecture& PPT		
	8		Impact of multilateral institutions (IMF, World Bank and WTO) on Indian business environment.	Lecture& PPT		
	9		Revision			
	10		Paper Discussion			

**Name of the Subject-Public Economics, 6<sup>th</sup> Sem**

**Subject Code-BBEN-602**

**Name of Institute: D.A.V Institute of Management**

**Name of Teacher: Dr. Sunita Bishnoi, AssociateProfessor**

**Department: MBA**

**Classtime:1 hr.**

Month	S.No.	Date of class taken on	Topic/ Chapter covered	Academic activity	Test/ Assignm ent	Deviation, if any
Jan	1		Overview of the Subject	Group Discussion		
	2		Meaning of Public Economics(Scope of Public Eco)	Lecture		



	3		Nature of Public Eco & Functions of Modern State	Lecture		
	4		Objectives of Fiscal Operations & the Theory of Public Revenue & Public Expenditure	Lecture		
	5		Positive & Normative aspects of Public Eco, Distinction between Private & Public Finance	Lecture		
	6		Principle of Maximum Social Advantage( Theoretical& Graphical Aspect) & its criticism	Lecture		
	7		Sources of Public Revenue	Lecture		
	8		Tax Revenues( Income& Expenditure)	Lecture		
	9		Tax Revenues Contd.(Property& Capital gain Transactions, Commodities & Services)	Lecture		
	10		Non tax revenues of Govt.	Lecture		
	11		Structure of Public Budget	Discussion		
	12		Revision of UNIT 1	Lecture		
FEB	13		Techniques of Budgeting – Balanced & Unbalanced budgets	Lecture		
	14		Techniques of Budgeting Contd.– Zero Base Budgeting	Lecture		
	15		Concept of Deficit Financing & Fiscal Prudence	Lecture		
	16		Meaning , Nature & Objectives of Fiscal Policy	Lecture		
	17		Tools/Instruments of Fiscal Policy to achieve Growth, Distribution & Economic Stability	Lecture		
	18		The system of Federal Finance	Lecture		
	19		Revision of UNIT 4	Discussion		
	20		Canons of taxation Theories	Lecture		

	21		Division of Tax Burden	Lecture		
	22		Incidence & Impact of taxes, Choice of taxes( Value added Tax System)	Lecture		
	23		Effects of taxes on Growth , Distribution & Inflation	Lecture		
	24		Public Undertakings & their Role	Lecture		
MAR	25		Canons of Public Expenditure	Lecture		
	26		Basic Theories of Public Expenditure-Wagner's Law, Wiseman peacock's Hypothesis	Lecture		
	27		Critical limit hypothesis	Lecture		
	28		Economic effects of Public	Lecture		
	29		Revision of Unit 1,2 &4	Discussion	Discussion of previous years Questions	
	30		Meaning & objective of Public Debt	Lecture		
	31		Nature& Significance/Necessity of Public Debt	Lecture		
	32		Classification of Public Debt	Lecture		
APRIL	33		Classification of Public Debt Contd.	Lecture		
	34		Difference between Private & Public Debt	Lecture		
	35		Effects of Public Debt on Growth & Inflation	Lecture		
	36		Burden of Public Debt ( Internal debt)	Lecture		
	37		Burden Of public Debt ( External Debt)	Lecture		
	38		Redemption of Public debt	Lecture		
	39		Revision of the Unit 3	Discussion		
	40		Revision of complete syllabus	Discussion	Discussion of previous years Questions	

Name of the subject: Rural Business

Subject Code: BBEN603

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Dr. Priyanka Gaur, Assistant Prof.

Department: MBA

Class Time: 1Hr.

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic Activity	Test/Assignment	Deviation If any
			Introduction to Subject			
Jan.	1		Importance of Rural Sector in Indian Economy			
	2		Major areas of rural business			
	3		Major areas of rural business			
	4		Rural Consumer Behaviour			
	5		Rural Consumer Behaviour			
	6		nature and characteristics of rural markets			
	7		Rural business environment			
	8		Rural business environment			
Feb.	9		Role of public sector in rural economy			
	10		Role of public sector in rural economy			
	11		Role of public sector in rural economy			
	12		rural cooperative institutions			
	13		rural cooperative institutions			
	14			Class Discussion		
	15		Trend and pattern of agricultural growth			
	16		cropping patterns			
	17		determinants of agricultural productivity			
	18		Green revolution			
	19		Green revolution			
	20		marketable and marketed surplus			
	21		farm mechanization and technologies			

March	22		Risk and uncertainty in agriculture			
	23		farm size versus productivity			
	24		challenges of agricultural marketing			
	25		determination of agricultural prices			
	26		Packaging, grading, standardization			
	27		transportation, storage and warehousing of agricultural products			
	28		branding of agricultural products			
	29		marketing information system			
	30					
	31		commodity derivatives and commodity exchanges; Role of Forward Markets Commission			
	32		agricultural marketing channels			
April	33		agricultural marketing channels			
	34		rural marketing infrastructure issues in rural finance/rural credit infrastructure			
	35		rural marketing infrastructure issues in rural finance/rural credit infrastructure			
	36		marketing of farm inputs			
	37		Nature and classification of rural industries			
	38		challenges of rural industrialization			
	39		terms of trade between agriculture and industry & An overview of major schemes of rural			
	40			Revision		

\*Above are the minimum number of classes to be scheduled for the subjects having classes 5 days per week. For subjects having classes 4 days per week and 3 days per week, the number of lectures are to be reduced to 40 and 30 minimum number of classes respectively. Guest lectures, Workshops, merit classes and remedial classes would be conducted apart from this.

**Name of the Subject Management Information System–BBE 6<sup>th</sup>Semester**

**Name of the Institute: DAV Institute of Management, Faridabad**

**Name of teacher with designation: Dr. Shobha Bhatia (Assistant**

**Professor) Department: BBA-BE**

Month	Class	Date of Class taken	Topic/Chapter Covered	Academic activity	Test/Assignment	Faculty Sign
	1		An Overview of System, its types & Information System(UNIT2)			
	2		Introduction to MIS			
	3		Objectives, Characteristics of MIS			
	4		Role and Impact of MIS			
	5		Classification of MIS			
	6		Classification of MIS....Contd.			
	7		Approaches to MIS Development			
	8		Strategic MIS, Success & Failure of MIS	Class Discussion	Assignment 1	
	9		Decision Making process-- -An Introduction(UNIT 3)			
	10		Decision making and MIS			
	11		Types of Decision&Introduction to DSS	Class Discussion		
	12		<b>RevisionUnit2</b>		Test 1	
	13		Components and types of DSS			
	14		DSS Application			
	15		DSS Outsourcing		Assignment 2	
	16		Introduction to SDLC(UNIT1)			
	17		Analysis and Design Stage			

	18		Analysis and Design Stage--Contd.			
	19		<b>RevisionUnit3</b>		Test 2	
	20		Documentation and Training			
	21		Hardware and software acquisition			
	22		Hardware and software acquisition---Contd.			
	23		System Testing			
	24		System Implementation and Post Implementation		Assignment 3	
	25		Development of DSS			
	26		Information Resources Management( <b>UNIT4</b> )			
	27		<b>RevisionUnit1</b>		Test 3	
	28		Transaction Processing System & Information Support System			
	29		Office Automation System			
	30		Applications of MIS--- Manufacturing Sector	Class Discussion		
	31		Applications of MIS--- Service Sector	Class Discussion		
	32		Applications of MIS--- Enterprise Management	Class Discussion	Assignment 4	
	33		<b>Revision Unit4</b>		Test 4	
	34		REVISION	Presentations		
	35		REVISION	Presentations		
	36		REVISION	Presentations		

**NOTE : Number of lectures might increase on the basis of students' doubts.**

### Lesson Plan

Name of the subject: **PRODUCTION & MATERIALS MANAGEMENT**

Subject Code: **(BBEN605)**

Name of the Institution: DAV Institute of Management

Name of the teacher with designation: Ms. Neha Sharma, Assistant Prof.

Department: BBA (CAM)

Class Time: 1Hr.

Month	Class	Date of Class taken	Topic	Academic Activity	Test/Assignment	Deviation if any
January	1		Production Management: introduction, evolution	Lecture		
	2		Major long term and short term decisions	Lecture & ppt		
	3		Objectives OF PMM	Lecture & ppt		
	4		Importance and activities ofPMM	Lecture & ppt		
	5		Differences between products and services	Lecture & ppt		
	6		Meaning and types of production systems	Lecture & ppt		
	7		Production to order and	Lecture & ppt		

			production to stock			
	8		Production to order and production to stock	Lecture & ppt		
	9		Plant location	Lecture & ppt		
	10		Factors affecting location	Lecture & ppt		
	11		Evaluating different locations			
	12		Presentations of 1st unit	Lecture & ppt		
	13	UNIT 2	Layout: meaning, features	Lecture & ppt		
	14		Types and material handling	Lecture & ppt		
	15		Production planning and control	Lecture & ppt		
	16		Advantages and elements PPC	Lecture & ppt		
	17		PPC and production systems	Lecture & ppt		
	18		Sequencing and assignment problems	Lecture & ppt		



	19		Inventory control			
	20		Advantages and techniques (EOQ model and ABC analysis)	Lecture & ppt		
	21		Advantages and techniques (EOQ model and ABC analysis)	Lecture & ppt		
	22		Quality control	Lecture & ppt		
	23		Inspection	Lecture & ppt		
	24		Quality control charts for variables and attributes	Lecture & ppt		
	25		Presentations of 2nd unit	Lecture & ppt		
	26	Unit 3	Materials Management: meaning, objectives	Lecture & ppt		
	27		Importance, functions	Lecture & ppt		
	28		Organization materials information system	Lecture & ppt		
	29		Standardization	Lecture & ppt		

	30		Simplification and variety reduction			
	31		Value analysis and engineering	Lecture & ppt		
	32		Presentations of 3 Rd unit	Lecture & ppt		
	33	Unit 4	Stores management			
	34		Stores layout			
	35		Classification and codification			
	36		Inventory control of spare parts			
	37		Traffic and transportation			
	38		Disposal of scrap			
	39		Surplus and obsolete materials			