

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class ... M.Com. IV sem. Subject... HRM. (4+1=5 credits/week)

Week	Date	Topic
1	01.01.18	
	02.01.18	
	03.01.18	
	04.01.18	
	05.01.18	Holiday
	06.01.18	Introduction of HRM - Concepts and Features
	07.01.18	Sunday
2	08.01.18	Nature and Scope of HRM
	09.01.18	Objectives of HRM
	10.01.18	Importance of HRM
	11.01.18	Managerial Functions of HRM
	12.01.18	Tutorial - Group I
	13.01.18	Tutorial - Group II
	14.01.18	Sunday
3	15.01.18	Operative Functions of HRM
	16.01.18	Qualification and Qualities of HRM
	17.01.18	Evolution of HRM
	18.01.18	Growth of HRM
	19.01.18	Tutorial - Group I
	20.01.18	Tutorial - Group II
	21.01.18	Sunday
4	22.01.18	Vasant Panchami
	23.01.18	HRM in India
	24.01.18	Sir Chhoturam Jayanti
	25.01.18	Recent Trends in HRM
	26.01.18	Republic Day
	27.01.18	Tutorial - Group II
	28.01.18	Sunday
5	29.01.18	Revision
	30.01.18	Unit I - Test
	31.01.18	Holiday

Rajni

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak
 Day Wise Lesson Plan for the session January 2018 to April 2018
 Name of Assistant Professor ...Ms. Rajni.....
 Class ...M. Com. IV...Sem. Subject.....H.R.M.....

Week	Date	Topic
1	01.02.18	Workshop Participation in Mgt - Concept
	02.02.18	Tutorial - Group I
	03.02.18	Tutorial - Group II
	04.02.18	Sunday
2	05.02.18	Need of WPM
	06.02.18	Objectives of WPM
	07.02.18	Forms of W.P.M
	08.02.18.	Prerequisites of effective participation
	09.02.18	Tutorial - Group I
	10.02.18	HOLIDAY
	11.02.18	Sunday
	12.02.18	Essential Features
3	13.02.18	HOLIDAY
	14.02.18	Functions of JMC
	15.02.18	Programs of JMC
	16.02.18	Tutorial Group - I
	17.02.18	Tutorial Group - II
	18.02.18	Sunday
	19.02.18	Forms of JMC
4	20.02.18	Importance of JMC in India
	21.02.18	Failure of JMC
	22.02.18	Causes and Suggestions
	23.02.18	Tutorial - Group - I
	24.02.18	Tutorial - Group - II
	25.02.18	Sunday
	26.02.18	Revision
5	27.02.18	Unit - II Test
	28.02.18	Vacations

Prof. Rajni

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class ... M. Com. IV ... sem. Subject ... H.R.M.

Week	Date	Topic
1	01.03.18	
	02.03.18	
	03.03.18	
	04.03.18	Sunday
2	05.03.18	Trade Unions - Concepts
	06.03.18	Need and Functions of TU's
	07.03.18	Objectives of Trade Unions
	08.03.18	Origin and Growth of TU's in India
	09.03.18	Tutorial Group - I
	10.03.18	Tutorial Group - II
	11.03.18	Sunday
3	12.03.18	Difficulties in Trade Union Movement in India
	13.03.18	Principal Drawback of TU's
	14.03.18	Collective Bargaining - Concept
	15.03.18	Nature and Scope of Collective Bargaining
	16.03.18	Tutorial Group - I
	17.03.18	Tutorial Group - II
	18.03.18	Sunday
4	19.03.18	Functions of Collective Bargaining in India
	20.03.18	Problem arises in collective bargaining
	21.03.18	- Continue -
	22.03.18	- Benefits of collective bargaining
	23.03.18	- HOLIDAY -
	24.03.18	Tutorial Group - II
	25.03.18	Sunday
5	26.03.18	- continue -
	27.03.18	Essentials for success of collective Bargaining
	28.03.18	- Group discussion
	29.03.18	- HOLIDAY -
	30.03.18	Tutorial Group - I
	31.03.18	Tutorial Group - II

Sign

Rajni

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class M.COM. IV sem. Subject HRM

Week	Date	Topic
	01.04.18	Sunday
1	02.04.18	Employee's Morale - Concepts
	03.04.18	Nature and significance of Morale
	04.04.18	Determinants of Morale
	05.04.18	Measurement of Morale
	06.04.18	Tutorial Group - I
	07.04.18	Tutorial Group - II
	08.04.18	Sunday
2	09.04.18	Productivity - Concepts
	10.04.18	Significance of productivity
	11.04.18	Measurement of Productivity
	12.04.18	Factors Influencing Industrial productivity
	13.04.18	Tutorial Group - I
	14.04.18	— HOLIDAY —
	15.04.18	Sunday
3	16.04.18	Measures to Improve productivity
	17.04.18	Relationship between Morale and productivity
	18.04.18	— HOLIDAY —
	19.04.18	— continue —
	20.04.18	Tutorial Group - I
	21.04.18	Tutorial Group - II
	22.04.18	Sunday
4	23.04.18	Revision
	24.04.18	Revision
	25.04.18	Revision
	26.04.18	Revision
	27.04.18	Unit III Test
	28.04.18	Unit IV Test
	29.04.18	Sunday
5	30.04.18	— HOLIDAY —

Sign *Rajni*

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class B: Com. IV sem. Subject Business Statistics

Week	Date	Topic
1	01.01.18	
	02.01.18	
	03.01.18	
	04.01.18	
	05.01.18	Holiday
	06.01.18	Meaning, Types, Uses and Problems of Index Numbers.
	07.01.18	Sunday
2	08.01.18	Methods of constructing Index Numbers (Simple Aggregate Method)
	09.01.18	Simple Avg. of Price Relative Method
	10.01.18	Weighted Avg. Methods (Laspeyres's Method)
	11.01.18	Pasche's Method
	12.01.18	Fisher Method
	13.01.18	Dorbish - Bowley Method
	14.01.18	Sunday
3	15.01.18	Marshall Edgeworth Method
	16.01.18	Kelly's Method
	17.01.18	Weighted Avg. of Price Relatives Method
	18.01.18	Test of Adequacy (TRT)
	19.01.18	FRT
	20.01.18	Circular Test
	21.01.18	Sunday
4	22.01.18	Vasant Panchami
	23.01.18	Chain Base Index and Fixed Base Index
	24.01.18	Sir Chhoturam Jayanti
	25.01.18	Base Conversion
	26.01.18	Republic Day
	27.01.18	Base Shifting
	28.01.18	Sunday
5	29.01.18	Splicing
	30.01.18	Deflating
	31.01.18	Holiday

Rajni

Maharani Kishori Jat Kanya Mahavidyalaya, Rohtak
 Day Wise Lesson Plan for the session January 2018 to April 2018
 Name of Assistant Professor ... Me: Rajni.....
 Class .. B.Com. IV .. Sem:..... Subject. Business Statistics

Week	Date	Topic
1	01.02.18	Consumer Price Index
	02.02.18	Revision and Problem Solving
	03.02.18	Unit I-Test
	04.02.18	Sunday
2	05.02.18	Meaning, Utility, Components, Models of Time Series
	06.02.18	Methods of Measuring Trend - Freehand and Sem P Avg. Method
	07.02.18	Moving Averages
	08.02.18	- do - continue -
	09.02.18	- Least Square Method
	10.02.18	HOLIDAY -
	11.02.18	Sunday
	12.02.18	Least square Method continue
	13.02.18	HOLIDAY -
	14.02.18	- Least square Method continue
3	15.02.18	- Practice of above mentioned method
	16.02.18	- do -
	17.02.18	- Problem solving -
	18.02.18	Sunday
	19.02.18	Measurement of Seasonal Variations - Simple Avg. Method
	20.02.18	Moving Avg. Method
	21.02.18	Ratio to Moving Avg. Method
	22.02.18	Ratio to Trend Method
4	23.02.18	Link Relative Method
	24.02.18	De-seasonalisation of Data
	25.02.18	Sunday
	26.02.18	- Practice of Numericals of above methods
	27.02.18	- do -
	28.02.18	Vacations

Rajni

Maharani Kishori Jat Kanya Mahavidyalaya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ..Ms. Rajni.....
 Class B.Com. IV. Sem:..... Subject Business Statistics

Week	Date	Topic
1	01.03.18	Vacation
	02.03.18	
	03.03.18	
	04.03.18	
2	05.03.18	Unit-II Test
	06.03.18	Probability - Introduction and Concepts
	07.03.18	Classical, Empirical and Subjective approach
	08.03.18	Calculation of Probability of an event
	09.03.18	Uses of Combinations in Theory of Probability.
	10.03.18	Practice of Practicals/Numericals
	11.03.18	Sunday
	12.03.18	Addition Theorem of Mutually exclusive Events
3	13.03.18	Addition Theorem of Not Mutually exclusive events
	14.03.18	Practice of Numerical
	15.03.18	Multiplication Theorem
	16.03.18	Probability of happening at least one event
	17.03.18	Conditional Probability
	18.03.18	Sunday
	19.03.18	Combined use of Addition and Multiplication Theorem
4	20.03.18	Practice of same method.
	21.03.18	Use of Bernoulli's Theorem in Probability.
	22.03.18	Mathematical Expectation
	23.03.18	HOLIDAY -
	24.03.18	Bayes' Theorem
	25.03.18	Sunday
	26.03.18	Practice of Numericals
	27.03.18	- do -
5	28.03.18	- do -
	29.03.18	HOLIDAY -
	30.03.18	Problem solving
	31.03.18	Unit II-Test

Sign

Rajni

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ... Ms. ... Rajni

Class .. B.Com. IV ... Sem. Subject Business ... Statistics

Week	Date	Topic
	01.04.18	Sunday
1	02.04.18	Probability Distribution - Concepts and Types
	03.04.18	Binomial Distribution - Definition, Assumptions, Features.
	04.04.18	Application of Binomial Distribution Formula
	05.04.18	To Find n , p and q from \bar{x} and σ .
	06.04.18	To Find \bar{x} and σ from n , p and q .
	07.04.18	Fitting of Binomial Distribution
	08.04.18	Sunday
2	09.04.18	- Practice of Numericals
	10.04.18	Poisson Distribution - Concept, Assumption & Uses.
	11.04.18	Application of Poisson Distribution Formula
	12.04.18	- Continual -
	13.04.18	Fitting of Poisson Distribution
	14.04.18	HOLIDAY
	15.04.18	Sunday
3	16.04.18	Practice of Numericals
	17.04.18	Normal Distribution - Concepts, Assumptions, Features.
	18.04.18	HOLIDAY
	19.04.18	Importance and Comparison of Normal dist. with other dist.
	20.04.18	Measure Area Under Normal Curve.
	21.04.18	Application of Normal distribution - \bar{x} and σ of Normal variate given.
	22.04.18	Sunday
4	23.04.18	Find \bar{x} and σ when area is given
	24.04.18	Find minimum and maximum score amongst highest and lowest group.
	25.04.18	Fitting of Normal curve
	26.04.18	- Practice of Numericals -
	27.04.18	Problem Solving
	28.04.18	Unit IV - Test.
	29.04.18	Sunday
5	30.04.18	HOLIDAY

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Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class M.COM II sem..... Subject Organisational Behaviour

(4+1=5 corrected per week)

Week	Date	Topic
1	01.01.18	
	02.01.18	
	03.01.18	
	04.01.18	
	05.01.18	Holiday
	06.01.18	Organisational Behaviour - Concept
	07.01.18	Sunday
2	08.01.18	Significance of OB
	09.01.18	Relationship to other fields
	10.01.18	OB Models
	11.01.18	- continue -
	12.01.18	Tutorial - Group - I
	13.01.18	Tutorial - Group - II
	14.01.18	Sunday
3	15.01.18	ethics and ethical behaviour
	16.01.18	Learning - Meaning, Concept
	17.01.18	Process of Learning
	18.01.18	Theories of Learning
	19.01.18	Tutorial Group - I
	20.01.18	Tutorial Group - II
	21.01.18	Sunday
4	22.01.18	Vasant Panchami
	23.01.18	- Continue -
	24.01.18	Sir Chhoturam Jayanti
	25.01.18	- Continue -
	26.01.18	Republic Day
	27.01.18	Tutorial Group - II
	28.01.18	Sunday
	29.01.18	OB in learning organisation
30.01.18	- Revision -	
	31.01.18	Holiday

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Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ...Ms. Rajni.....

Class ..M.COM...II...Sem..... Subject Organizational Behaviour

Week	Date	Topic
1	01.02.18	Unit I-Test
	02.02.18	Tutorial - Group I
	03.02.18	Tutorial - Group II
	04.02.18	Sunday
2	05.02.18	Attitude - Meaning and concept
	06.02.18	Components of Attitude
	07.02.18	Functions of Attitude
	08.02.18	Formation of Attitude
	09.02.18	Tutorial - Group I
	10.02.18	- HOLIDAY -
	11.02.18	Sunday
3	12.02.18	Changing of Attitude
	13.02.18	- HOLIDAY -
	14.02.18	Prejudice and Attitude
	15.02.18	Personality - Meaning and concept
	16.02.18	Tutorial Group - I
	17.02.18	Tutorial Group - II
	18.02.18	Sunday
4	19.02.18	Big-five Personality Model
	20.02.18	Myers-Briggs Type Indicator
	21.02.18	Model - continue
	22.02.18	Related aspects of Personality
	23.02.18	Tutorial Group - I
	24.02.18	Tutorial Group - II
	25.02.18	Sunday
5	26.02.18	- Revision -
	27.02.18	Unit-II-Test
	28.02.18	- Vacations -

Rajni

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor Ms. Rajni

Class M. Com. II ... Sem. Subject Organizational Behaviour

Week	Date	Topic
1	01.03.18	
	02.03.18	
	03.03.18	
	04.03.18	Sunday
2	05.03.18	Perception - Meaning and Concept
	06.03.18	Process of perception
	07.03.18	Factors influencing perception
	08.03.18	Perceptual errors or distortions
	09.03.18	Tutorial Group - I
	10.03.18	Tutorial Group - II
	11.03.18	Sunday
3	12.03.18	Group Dynamics - Meaning, Concept
	13.03.18	Importance
	14.03.18	Types of Groups
	15.03.18	Group Formation
	16.03.18	Tutorial Group - I
	17.03.18	Tutorial Group - II
	18.03.18	Sunday
	4	19.03.18
20.03.18		Group Performance
21.03.18		Group norms, status and size
22.03.18		Group Cohesiveness
23.03.18		- HOLIDAY -
24.03.18		Tutorial group - II
25.03.18		Sunday
5		26.03.18
	27.03.18	Team - Types and Composition
	28.03.18	Team Development
	29.03.18	- HOLIDAY -
	30.03.18	Tutorial Group - I
	31.03.18	Tutorial Group - II

Sign *Rajni*

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ...Ms...Rajni.....

Class ..H.COM..II sem..... Subject.Organisational.. Behaviour.

Week	Date	Topic
	01.04.18	Sunday
1	02.04.18	Organisational Conflict- Concept
	03.04.18	Dynamics and Management
	04.04.18	Sources patterns, levels and types of conflict
	05.04.18	- continue -
	06.04.18	Tutorial Group I
	07.04.18	Tutorial Group II
	08.04.18	Sunday
2	09.04.18	Traditional and Modern approaches to conflict
	10.04.18	Functional and dysfunctional Organisational Conflict.
	11.04.18	Resolution of Conflict
	12.04.18	Organisational Development - concept
	13.04.18	Tutorial Group I
	14.04.18	- HOLIDAY -
	15.04.18	Sunday
3	16.04.18	Need for change and Resistance to change
	17.04.18	Theories of planned change
	18.04.18	HOLIDAY -
	19.04.18	- continue -
	20.04.18	Tutorial Group I
	21.04.18	Tutorial Group II
	22.04.18	Sunday
4	23.04.18	Organisational diagnosis
	24.04.18	OD Intervention
	25.04.18	Revision Unit III
	26.04.18	Test Unit III
	27.04.18	Revision Unit IV
	28.04.18	Test Unit IV
	29.04.18	Sunday
5	30.04.18	HOLIDAY -

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Maharani Kishori Jat Kanya Mahavidyalaya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ... Ms. Rajni

Class ... M.C.O.M. (IT) sem: Subject. Fundamentals of Management (ELECTIVE)

(3 credit / week)
Monday, Tuesday and
Wednesday
OPEN
ELECTIVE

Week	Date	Topic
1	01.01.18	
	02.01.18	
	03.01.18	
	04.01.18	
	05.01.18	Holiday
	06.01.18	—
	07.01.18	Sunday
2	08.01.18	Introduction and Concepts of Management
	09.01.18	Nature of Management
	10.01.18	Scope of Mgt.
	11.01.18	—
	12.01.18	—
	13.01.18	—
	14.01.18	Sunday
3	15.01.18	Evolution of Management Thoughts
	16.01.18	Classical Era
	17.01.18	- Continue -
	18.01.18	—
	19.01.18	—
	20.01.18	—
	21.01.18	Sunday
4	22.01.18	Vasant Panchami
	23.01.18	Neo-Classical Era
	24.01.18	Sir Chhoturam Jayanti
	25.01.18	—
	26.01.18	Republic Day
	27.01.18	—
	28.01.18	Sunday
5	29.01.18	Continued -
	30.01.18	Modern Era
	31.01.18	Holiday

Vacations

Rajni

Maharani Kishori Jat Kanya Mahavidyalaya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor ..H.c.:...Rajni.....

Class M. Com...II. Sem..... Subject Fundamentals...of Management

3 credit/week
(M, T, W)

Week	Date	Topic
1	01.02.18	—
	02.02.18	—
	03.02.18	—
	04.02.18	Sunday
2	05.02.18	Planning - Meaning and Nature
	06.02.18	Elements and Types of Planning
	07.02.18	- continue -
	08.02.18	—
	09.02.18	—
	10.02.18	HOLIDAY
	11.02.18	Sunday
3	12.02.18	Decision Making
	13.02.18	HOLIDAY
	14.02.18	Organising - conceptual
	15.02.18	—
	16.02.18	—
	17.02.18	—
	18.02.18	Sunday
4	19.02.18	Basic Issues in Organising.
	20.02.18	Delegation
	21.02.18	Decentralisation
	22.02.18	—
	23.02.18	—
	24.02.18	—
	25.02.18	Sunday
5	26.02.18	Span of Management
	27.02.18	Departmentation
	28.02.18	Vacations

Rajni

Maharani Kishori Jat Kanya Mahavidyalya, Rohtak

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor .Ms. Rajni.....

Class .M. Com. II. sem..... Subject. Fundamentals of Management.....

(3 Credits / week)
M, T, Wed)
Open
(Elective)

Week	Date	Topic
1	01.03.18	Vacations
	02.03.18	
	03.03.18	
	04.03.18	
2	05.03.18	Unit I - Test
	06.03.18	Unit II - Test
	07.03.18	Leading - Meaning and concepts
	08.03.18	---
	09.03.18	---
	10.03.18	---
	11.03.18	Sunday
	12.03.18	Leadership styles
3	13.03.18	features of effective leaders
	14.03.18	Leadership development
	15.03.18	---
	16.03.18	---
	17.03.18	---
	18.03.18	Sunday
	19.03.18	Motivation - Meaning and concepts
4	20.03.18	Models of Motivation
	21.03.18	- Continue -
	22.03.18	---
	23.03.18	- HOLIDAY -
	24.03.18	---
	25.03.18	Sunday
	26.03.18	- Continue -
5	27.03.18	Revision Unit III
	28.03.18	Test Unit III
	29.03.18	- HOLIDAY -
	30.03.18	---
	31.03.18	---

Sign *Rajni*

Day Wise Lesson Plan for the session January 2018 to April 2018

Name of Assistant Professor .M.C. Rami.....

Class .M.Com..II...Sem..... Subject Fundamentals of Management (Elective)

(3 credits/week)

Week	Date	Topic
	01.04.18	Sunday
1	02.04.18	Management Control- concept
	03.04.18	Process
	04.04.18	Control Techniques
	05.04.18	—
	06.04.18	—
	07.04.18	—
	08.04.18	Sunday
2	09.04.18	Effective Control system
	10.04.18	Corporate Social Performance- concepts
	11.04.18	Evaluation
	12.04.18	—
	13.04.18	—
	14.04.18	HOLIDAY
	15.04.18	Sunday
3	16.04.18	Managing company ethics
	17.04.18	Social Responsibility of Company/Mgt.
	18.04.18	HOLIDAY
	19.04.18	—
	20.04.18	—
	21.04.18	—
	22.04.18	Sunday
4	23.04.18	Revision Unit IV
	24.04.18	— continue
	25.04.18	Test Unit IV
	26.04.18	—
	27.04.18	—
	28.04.18	—
	29.04.18	Sunday
5	30.04.18	HOLIDAY

Sign

Rami