**Lesson Plan**

**Session 2024-2025**

**Subject: - Commerce, Semester: - 2nd**

**Name of the Subject: - MDC Fundamentals of Banking and Insurance**

**Name of Assistant Professor: - Mrs soniya**

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| Month | Topics |
| 15 jan-Feb,2025 | Banking: Concept, features, functions, importance and principles of banking; Evolution of banking in India; Classifications of banks. |
| March,2025 | Banking instruments: Concept, types and crossing of cheques; Lending functions of a bank: Types of Advances: Secured & unsecured, loans- Short, medium and long Term Methods of granting advances; Utility services of a bank: Remittance through bank drafts; E Banking; Internet banking; Safe deposit lockers. |
| April, 2025 | E Banking; Internet banking; Safe deposit lockers. Insurance: Concept, need and principles of insurance; Insurance and economic development; Life Insurance: Concept, features, importance, and types: procedure of taking life insurance policies, nomination and assignment. General insurance: concept, features, importance, and types; Procedure of taking general insurance: An overview of Fire insurance, |
| 1May to 14 May,2025 | General insurance: concept, features, importance, and types; Procedure of taking general insurance: An overview of Fire insurance, Marine Insurance, Health Insurance. |

**Lesson Plan**

**Session 2024-2025**

**Subject: - Commerce, Semester: - 2nd**

**Name of the subject: - company Law**

**Name of Assistant Professor: - Mrs soniya**

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| Month | Topics |
| 15jan-Feb,2025 | Company: Concept, characteristics, types; Conversion of private company into public company & vice versa; Incorporation of a company; Legal position of promoters; Pre-incorporation |
| March,2025 |  Memorandum of Association: Clauses and alteration procedure, Doctrine of ultra virus; Articles of Association: Clauses and alteration; Doctrine of indoor management; Doctrine of constructive notice; Prospectus: Concept, types, contents and formalities of red herring & shelf prospectus, mis-statement and remedies, liabilities for misstatements in Prospectus. |
| April 2025 | Share capital: Types, issue and allotment of shares; Reduction of share capital; Board of Directors: Composition, legal position, qualification, appointment, powers, duties & liabilities and removal of directors; Company secretary: Role, appointment, duties, liabilities, rights and removal. |
| 1May to 14 May,2025 | Dividend: Types, factors affecting dividend decisions, Legal provisions, dividend practices prevalent in India; Winding up of a company: Reasons, modes, procedure and implications of winding up. |

 **Lesson Plan**

**Session 2024-2025**

**Subject: - Commerce, Semester: - 4th**

**Name of the subject: - Entrepreneurship Development**

**Name of Assistant Professor: - Mrs soniya**

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| Month | Topics |
| 15 Jan-Feb,2025 | Entrepreneurship: Concept, importance, factors influencing entrepreneurship; Entrepreneur: Concept, characteristics, qualities, functions, classification of Entrepreneurs; Relationship between entrepreneurship and management; Process of entrepreneurship development; Role of Entrepreneurship in economic development; Motivations to become entrepreneur. |
| March,2025 |  Entrepreneurship Development and MSMEs: Concept, registration process, benefits of registration; MSMEs-As a nascence of Entrepreneurship; Start up and Skill India: Concept, steps and need; Role of modern technology in developing MSME; Role of MSMEs in the economic development. |
| April 2025 | Identifying business opportunity: Concept and steps; Sources of ideas and information; Developing creativity and innovation; Contents of business project report; Project Appraisal: Feasibility study preparation of feasibility reports, economic, technical, financial and managerial feasibility of project; Selection of factory location; Demand analysis and market potential measurement; Capital and project costing; Working capital requirements; Source of finance; Profit and tax planning |
| 1May - 14 May,2025 | Institutions supporting entrepreneurs: Government support and incentives to new enterprises; Promotional agencies and institutions in entrepreneurship development; Central Govt. supporting institutions: SSIB, NABARD, SIDO, NSIC, SIDBI, NBMSME, KVIC, NISIET; State Govt. supporting institutions: SFCS, SSIDC, TCO; Non-Govt. supporting institutions and their role. |

**Lesson Plan**

**Session 2024-2025**

**Subject: - Commerce, Semester: - 6th**

**Name of the subject:-Management Accounting**

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| Month | Topics |
| 15Jan - Feb,2025 | Management accounting: concept, scope, techniques and significance, comparison between financial accounting, cost accounting and management accounting. Management reporting: need and type of reports. Management information system. |
| March,2025 | Analysis of financial statements: comparative statements, common size statements, ratio analysis: liquidity, solvency, profitability and turnover; trend analysis. |
| April 2025 | Cash Flow statement: need and methods of preparing statements. Fund Flow statement :need and methods of preparing statements Absorption v/s variable costing: features and income determination. Cost volume profit analysis, breakeven analysis  |
| 1May to 14 May,2025 | Budgeting and Budgetary control: need, methods and types of budgets, essentials of budgetary control system. |

**Name of Assistant Professor: - Mrs soniya**

**Lesson Plan**

**Session 2024-2025**

**Subject: - Commerce, Semester: - 6th**

**Name of the subject: -** **FUNDAMENTALS OF INSURANCE**

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| Month | Topics |
| 15 Jan-Feb,2025 | Introduction to insurance: life and general insurance; purpose, need and principles of insurance; insurance as a social security tool; insurance and economic development. Contract of life insurance: principles and practice of life insurance; parties to the contract, their rights and duties; conditions and terms of policy, effects of non-compliance |
| March,2025 |  life insurance nominations and assignment practices in connection with collection of premium, revivals, loans, surrenders, claims, bonuses and annuity payments; present structure & growth of life insurance in India; claims settlement procedure. Fire insurance: principles of fire insurance contracts; fire insurance policy, conditions, assignment of policy, claims settlement procedure. |
| April 2025 | Marine insurance: marine insurance policy and its conditions, premium, double insurance; assignment of policy warranties, voyage; loss and abandonment; partial losses and particular charges; salvage; total losses and measures of indemnity; claims settlement procedures. Accident and motor insurance: policy and claims settlement procedures |
| 1May to 14May,2025 | Insurance intermediaries – role of agents and procedure for becoming an agent; cancellation of license; revocation/suspension/termination of agent appointment; code of conduct; unfair practices. |

**Name of Assistant Professor: - Mrs soniya**