

Teaching Plan: 2024 - 25

Department: B.Com (Management Studies) Class: FYBMS

Semester: I Subject: Principles of Management – I

Name of the Faculty: Mrunmayi Belwalkar

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures (of 50 minutes)
July 24	Unit 1 – Introduction to Management Meaning and Features of Management, Significance of Management, Six M’s of Management, Management as a Science, Management as an Art, Management as a Profession, Management Skills, Roles of Manager by Henry Mintzberg, Levels of Management, Functions of Management, Management Vs Administration	Quiz	12
August 24	Unit 2- Evolution of Management Classical Theory – Scientific School of Management by F.W.Taylor,- Principles, Contribution, Limitations., Administrative School of Management- 14 Principles of Management and Qualities of Manager. Human Relations Theory – Contribution by Elton Mayo and Hawthorne Experiments. Contemporary Theory- Contingency Theory, Systems Theory, Theory Z.	Group Presentation	18
Sept 24	Unit 3- Functions of Management-I Meaning-Features, Process, Components, Advantages and Limitations. Management by Objectives- Meaning, Process, Elements, Advantages and Limitations. Decision Making – Meaning, Process, Techniques Advantages, Limitations, Organizing– Meaning and Features, Process, Advantages and Limitations.	Group Presentation	18
Oct 24	Unit 4: Functions of Management-II Organization Structure – Meaning, Factors, Formal Vs Informal Organization. Line Organization, Line and Staff	Assignment	12

	<p>Organization, Matrix Organization, Virtual Organization- Meaning, Advantages and Limitations.</p> <p>Tall Vs Short Organization, Span of Management- Meaning and Factors. Centralization and Decentralization – Meaning, Features, Advantages and Limitations</p>		
	Total Lectures		60

Mrs. Mrunmayi Belwalkar

Sign of Faculty

Ms. Mitali Shelankar

Sign of Co-ordinator

M. L. Dahanukar College of Commerce (Autonomous)

Teaching Plan: 2024 - 25

Department: Bachelor of Business Management Studies

Class: F.Y.B.Com(Management Studies)

Semester: I

Subject: Bhartiya Theories of Management Styles

Name of the Faculty Member: Dr. Reena Vora/ Sneha Chauhan

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Unit 1: Introduction of Bhartiya theory of Management Styles Definition of Bhartiya Management, Evolution of Bhartiya/Indian Management, Management Styles based on Ancient Indian Wisdom.	Quiz, Presentation	6
August 24	Concept and features of management styles, need of management styles, types of management style, Difference between Management and Leadership.	Explanation of the concepts, Quiz, Presentation	9
Sept 24	Unit 2: Universal Management Styles of Bhartiya Theory Purpose of Management – Contemporary Thought, Management by Self-Transformation, Management by Good Counsel, Management by Time.	Practical Explanation of the concepts, Quiz, Presentation	8
Oct 24	Management by Luminous Unactivity, Management by Passionate Activity, and Management by Indolent Activity, Benefits and Bhartiya theory	Quiz, Presentation	7
	Total no. of Lectures		30

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Dr. Reena Vora/ Sneha Chauhan

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M.L. Dahanukar College of Commerce (Autonomous)

Teaching Plan: 2024 - 25

Department: Bachelor of Management Studies

Class: F.Y.B. Com (Management Studies)

Semester: I

Subject: Micro Economics

Name of the Faculty Member: Harminder Singh Oberoi

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Unit 1: Introduction: Scope and importance of Business Economics – basic tools – opportunity Cost Principle – Incremental and Marginal Concepts, Basic economic relations – functional relations: equations – Total, Average and Marginal relations – use of Marginal analysis in decision making.	QUIZ	10
Aug 24	The basics of market demand, market supply and equilibrium price – shifts in the demand and supply curves and equilibrium. Unit 2 : Demand Analysis: Demand Function – nature of demand curve under different markets: Meaning, significance, types and measurement of elasticity of demand (Price, Income cross and promotional) – relationship between elasticity of demand and revenue concepts.	QUIZ	10
Sept 24	Demand estimation and forecasting: Meaning and significance – methods of demand estimation: survey and statistical methods (numerical illustrations on trend analysis and simple linear regression)	QUIZ Case Studies	8
Oct 24	Demand estimation and forecasting: Meaning and significance – methods of demand estimation: survey and statistical methods (numerical illustrations on trend analysis and simple linear regression)		2
	Total no. of Lectures		30

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Teaching Plan: 2024 - 25

Department: Bachelor of Business Management Studies

Class: F.Y.B. Com (Management Studies)

Semester: I

Subject: Introduction to Financial Accounting – I

Name of the Faculty Member: Rutuja Kamble/ Rahul Pandey

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Module 1: Introduction to Financial Accounting and Accounting Transactions -Meaning and Objectives of Accounting, Persons interested in accounting, Branches of accounting, Book Keeping Vs Accounting, Accounting concepts and conventions, Indian Accounting Standards and IFRS – concept.	Quiz	6
August 24	Module 1: Introduction to Financial Accounting and Accounting Transactions -Accounting Transactions - Accounting cycle, Journal, Relationship between Journal & Ledger, Rules of posting, Subsidiary Books- Triple Column Cash Book, Preparation of Trial Balance.	Assignments	9
Sept 24	Module 2: Capital, Revenue and Deferred Revenue Expense -Expenditures & Receipts - Capital, Revenue, Deferred Revenue, Distinguish, Profit & Loss – Capital, Revenue, Bank Reconciliation Statement – Concept and Simple Problems.		8
Oct 24	Module 2: Final Accounts -Rectification of Errors – Types of Errors, Suspense Account. Introduction to Final Accounts of sole proprietor, Manufacturing A/C, Trading A/C, Profit & Loss A/C, Preparation & Presentation of Final Accounts in Horizontal Format		7
	Total no. of Lectures		30

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Rutuja Kamble/ Rahul Pandey

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Teaching Plan: 2024 - 25

Department: Bachelor of Business Management Studies

Class: F.Y.B.Com (Management Studies)

Semester: I

Subject: Information Technology in Business Management

Name of the Faculty Member: Lekshmi Prashant

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Module 1: Introduction to IT in business management, Information Technology Concepts, Concepts of Data, information and knowledge, Concept of Database	Class Test, Quiz, Presentation	6
August 24	Introduction to information system and its major components -types and levels of information system, Computer based information system, types of CBIS, Office Automation System, Transaction Processing System, MIS, DSS, EIS, KBS, ES	, Quiz, Presentation	9
Sept 24	IT development trends- Major areas of IT Applications in Management, Concept of Digital Economy and Digital Organization, IT resources OSS -Concepts and Applications, Study of different OS Module 2: Email Internet and its applications, Introduction to email, internet-understanding internet technology, concepts of internet-intranet, extranet, networking basics	Quiz, Presentation	8
Oct 24	Different types of Networks, Concepts (Hubs, Bridges, Routers, IP addresses), Study of LAN, MAN, WAN, DNS. Emergence of Ecommerce and M-Commerce, Concepts, Definition, Business Models, EFT, EDI	Quiz, Presentation	7
	Total no. of Lectures		30

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Lekshmi Prashant

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M. L. Dahanukar College of Commerce (Autonomous)

Teaching Plan: 2024 - 25

Department: Bachelor of Business Management Studies

Class: F.Y.B.Com(Management Studies)

Semester: I

Subject: Quantitative Methods-I

Name of the Faculty Member: Manisha Warekar

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Module 1: Presentation of Data: Type of data (Primary & Secondary), Methods of Collection (In Brief), Presentation of Data, Graphs: Graphical representation of Grouped Data (Frequency Polygon, Histogram, Ogives)	Assignment	6
August 24	Measures of Central Tendency: Mean (A.M, Weighted, Combined), Median (Calculation and graphical using Ogives), Mode (Calculation and Graphical using Histogram), Measures of Dispersion: Range & Coefficient of Range, Partition Values, Quartile deviation & its Coefficient, Standard deviation, Variance & Coefficient of Variation	Quiz	9
Sept 24	Module 2: Correlation: Meaning of Correlation, Types of Correlation with examples, Scatter Diagram, Karl Pearson's Correlation Coefficient, Regression: Concept of linear regression. Fitting of regression equations of y on x & x on y , Properties of Regression Coefficients	Assignment	8
Oct 24	Time Series Analysis: Meaning of time series, Various Components of Time series, Estimation of trend values by Method of Moving average & Method of least squares, Probability Distribution: Meaning of random variable, Meaning of Probability Distribution, Mean & Variance of discrete random variable, Properties of Normal Distribution & related problems	Assignment	7
	Total no. of Lectures		30

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Manisha Warekar

Dr. Mitali Shelankar

M.L. Dahanukar College of Commerce (Autonomous)

Teaching Plan: 2024 - 25

Department: Bachelor of Management Studies

Class: F.Y.B.Com (Management Studies)

Semester: I

Subject: Communication Skills

Name of the Faculty: Rashmi Warang

Month	Topics to be Covered	Internal Assessment	Number of Lectures
July 24	Definition, Importance, Process of communication, Impact of Technology in communication, Modes of Communication- Verbal, Oral, Written, Horizontal, Vertical and Grapevine Communication, Channels of Communication-Telephone, Fax, social media, Blogs, Video Conference, Tele Conference, Facial Expressions, Appearance and Dressing, Eye Contact, Posture, Gesture, Body language, Space, Signs, Symbols, Charts, Graphs, Colors, Silence	Word games for understanding spontaneous structuring of words	8
August 24	Physical Barrier, Language Barrier, Socio-psychological Barrier, Cultural Barrier, Organization Barrier, Interview skills and Group Discussion, Importance of intra personal and inter personal communication, Asking for and giving information, Giving instructions, Group Discussion, Preparing for and facing an interview	Group discussion practice on given topic	8
Sept 24	Listening and Reading skills-Purpose of Listening, Types of Listening, Barriers to Listening, Benefits of Listening, Purpose of Reading, Process of Reading, Methodologies of Reading, Skimming and Scanning, Levels of Reading, Reading Comprehension, Newspaper.	Reading exercise. Practice of reading different type of material. Listening and remembering exercise.	8
October 24	Business Correspondence and Effective Writing Skills- C.V Writing, Application letter, Remedial Grammar, Paragraph Writing and summarization.	Practicing writing of CV and application letter.	6
TOTAL			30

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Rashmi Warang

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M. L. Dahanukar College of Commerce (Autonomous)

Teaching Plan: 2024 – 25

Department: Bachelor of Management Studies

Class: F.Y.B.Com (Management Studies)

Semester: I

Subject: Environmental Studies

Name of the Faculty: Mrunmayi Belwalkar

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures (of 50 minutes)
July 24	Module 1: Environment & Ecosystem: Meaning, definition, scope and components of environment, Meaning, Structure and functioning of the ecosystem - food chain and food web, ecological pyramids, trophic cascades, Symbiotic relationships in an ecosystem.	Discussions	8
August 24	Module 1: Environment & Ecosystem: Biodiversity - Importance and conservation and Ecological foot print. Module 2: Natural resources and Map reading (Environmentally significant features) Meaning, definition, classification and types of resources,	Presentations	8
Sept 24	Module 2: Natural resources and Map reading (Environmentally significant features) Factors influencing resource, utilization and consumption, Resource conservation- meaning, methods and significance, and management of water, soil, forest and energy resources.	Quiz	8
Oct 24	Reading of Thematic Maps- Located Bars, Circles, Dots, Pie Charts, Choropleth, Isopleth, Flow Maps.		6
	Total Lectures		30

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Class: F.Y.B.Com (Management Studies)

Semester: I

Subject: BASICS OF Indian Knowledge System

Name of the Faculty Member: GANESH ACHWAL

Month	Topics to be Covered	Additional Activities planned / done	Number of Lectures
July 24	Module I: Town planning and Water Resource Management of Ancient India. Introduction and History of Town planning in India, City Development in Ancient and Medieval India Factors necessary for Town planning in India, Classification of Ancient Town planning	Discussions	8
August 24	Introduction and History of Water Resource Management in Ancient India, Knowledge of Hydrological Process in Ancient India, Water Management Technology in Ancient India, Wastewater Management in Ancient India. Module 2: Tourism and Traditional Crafts of Ancient India • Historical perspective of Ancient Tourism in India, Evolutionary changes in human lifestyle	Presentations	10
Sept 24	Antecedents of Modern Tourism Early trade routes of the World and Tourism, Religious and Pilgrimage Tourism.	Quiz	8
Oct 24	Traditional Crafts of Ancient India- Wood Carving, Stone Masonry, Painting- Crafts of Ancient India, Metal Work, Textiles.		4
	Total no. of Lectures		30

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**Sign of Coordinator
Dr. Mitali Shelankar**

