

Govt. College Jatauli Haily Mandi, Gurugram

Department of Commerce

Lesson Plan

Name of Teacher: Dr. Jyotsna Gulati

Class: B. Com Pass 3rd Semester

Subject: Basics of Retailing

Session: 2025-26

Week	Topics Covered
Week 1	Retailing – Meaning, nature, scope, importance, growth and present size
Week 2	Career options in retailing, technology induction in retailing
Week 3	Future of retailing in India, Assignment, test and problem solving of Unit – I
Week 4	Types of retailing, wheel of retailing
Week 5	Formats of retailing, cash and carry business
Week 6	Retailing models
Week 7	Cooperation and Conflict between retailers. Assignment, test and problem solving of Unit – II
Week 8	Management of retailing operations, functions of retail management
Week 9	Strategic retail management process, Assignment, test and problem solving of Unit – III
Week 10	Retail Planning: importance and process
Week 11	Developing retailing strategies
Week 12	Objectives, action plans pricing strategies
Week 13	Location strategies, Assignment, test and problem solving of Unit - IV
Week 14	Detailed Chapter wise Revision
Week 15	Detailed Chapter wise Revision
Week 16	Tests
Week 17	Problem Solving and Presentations
Week 18	Problem Solving and Presentations

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Name of Teacher: Dr. Jyotsna Gulati **Class:** B. Com Pass 3rd Semester

Subject: Human Resource Management **Session:** 2025-26

Week	Topics Covered
Week 1	HRM: Definition, Importance, Objectives and scope of Human Resource Management, Functions of HRM, Managerial and Operative Functions
Week 2	Qualification and Qualities of HRM in our Organisation, Evolution and Growth of HRM in India
Week 3	Recruitment: Meaning, Importance and Process of Recruitment, Steps in Recruitment Policy, sources of Recruitment, Types of Recruitment, Factors affecting Recruitment
Week 4	Selection: Meaning, Essentials of selection process, Stages in selection process
Week 5	Training: Concept, Need and importance of training, Methods of training, Principles of Training, Evaluation of Training programme in India
Week 6	Compensation: wages and salaries, Meaning, objectives of wages, Theories of wages, Methods of wage programme,
Week 7	Time Wages and Piece Wages method, fair, minimum and living wage
Week 8	Factors determining Wage structure of an organization, Essentials of satisfactory Wage policy
Week 9	Incentive Plans: Meaning, characteristics and essentials of incentive plans, Advantages /disadvantages of incentives, Types/Methods of incentive plans,
Week 10	Special Incentives: profit sharing and labour co-partnership plan
Week 11	Concepts, Objectives and Importance of Industrial Relations, Principles and scope of Industrial Relations, Factors affecting good industrial Relations
Week 12	Contents of Industrial Relations, Participants of Industrial Relations, Recruitment of Good Industrial programme
Week 13	Industrial Unrest and Disputes: Meaning of Industrial Dispute, Essentials of Industrial Dispute, Types of Industrial disputes
Week 14	Causes of industrial Disputes, Prevention and curative Methods, Impact of industrial Disputes,
Week 15	Agencies for Reconciliation of industrial disputes
Week 16	Tests
Week 17	Revision, Problem Solving and Presentations
Week 18	Revision, Problem Solving and Presentations

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Name of Teacher: Dr. Jyotsna Gulati

Class: B. Com Pass 3rd Semester

Subject: Business Statistics - I

Session: 2025-26

Week	Topics Covered
Week 1	Introduction of Statistics – Origin, development, definition, scope, uses and limitations
Week 2	Types of measurement, collection, classification and tabulation of primary and secondary data
Week 3	Diagrammatic and graphical presentation of data – bar diagram, rectangular diagram and circular diagram
Week 4	Histogram, frequency polygon, ogives, stem and leaf display Assignment, test and problem solving of Unit – I
Week 5	Concept and measures of central tendency
Week 6	Quartiles, deciles and percentiles
Week 7	Dispersion. Assignment, test and problem solving of Unit – II
Week 8	Moments
Week 9	Skewness
Week 10	Kurtosis. Assignment, test and problem solving of Unit – III
Week 11	Correlation Analysis
Week 12	Regression Analysis
Week 13	Regression Analysis Continued, Assignment, test and problem solving of Unit - IV
Week 14	Detailed Chapter wise Revision
Week 15	Detailed Chapter wise Revision
Week 16	Tests
Week 17	Problem Solving and Presentations
Week 18	Problem Solving and Presentations

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Lesson Plan

Name of Teacher: Dr. Jyotsna Gulati **Class:** B. Com Pass 5th Semester

Subject: Financial Market Operations **Session:** 2025-26

Week	Topics Covered
Week 1	Financial Markets: Meaning, types and functions. Money Market: Composition and Structure, Acceptance houses, Discount houses, Call money market; Recent trends in Indian money market.
Week 2	Capital Market: Meaning Types, Security market: Meaning and Types, New Issue Market, Secondary market; functions and role of stock exchange listing, procedure and legal requirements
Week 3	Public issue pricing and marketing, Stock exchange – National Stock Exchange and over the Counter exchangers. Assignment, test and problem solving of Unit - I
Week 4	SEBI – Introduction, Role, Its powers, Objectives, Scope & Functions
Week 5	Investors Protection: - Grievances concerning stock exchange and dealings and their removal; grievance cell in stock exchange SEBI: Company law Board: Press remedy through courts.
Week 6	Grievance cell in stock exchange SEBI: Company law Board: Press remedy through courts. Assignment, test and problem solving of Unit - II
Week 7	Functionaries on stock exchanges: - Brokers, Sub brokers, Market makers, Jobbers, Portfolio Consultants.
Week 8	Institutional Investors, Depository System in India
Week 9	Financial Services: - Merchant Banking – Functions and Roles; SEBI guidelines.
Week 10	Credit rating – concept, functions, and types. Assignment, test and problem solving of Unit - III
Week 11	Role, Policy measures relating to Development Financial Institution in India.
Week 12	Products & Services offered by IFCI, IDBI, IIBI, SIDBI, IDFC, EXIM, NABARD & ICICI.
Week 13	Meaning and benefits of mutual funds, types, SEBI guidelines. Assignment, test and problem solving of Unit - IV
Week 14	Detailed Chapter wise Revision
Week 15	Detailed Chapter wise Revision
Week 16	Tests
Week 17	Problem Solving and Presentations
Week 18	Problem Solving and Presentations