	SHRI KRISHAN INSTITUTE OF ENGINEERING & TECHNOLOGY, KURUKSHETRA				
	LESSON PLAN				
SEMESTER/YEAR: 2nd/1st			DEPARTMENT: MGT		
COURSE: BBA Analysis of Financial Statement			FACULTY: VIPIN		
S. No.	Topic Name	Reference/ Text Book/ Web (R/T/W)	No. Of Lectures	Delivery Method	Remarks
1.	Analysis and interpretation of financial statements	R	10	Chalk & Talk	
2.	Techniques of financial analysis	R	10	Chalk & Talk	
3.	Ratio Analysis,	R	15	Chalk & Talk	
4.	Funds Flow statements	R	7	Chalk & Talk	
5.	Cash flow statements	R	7	Chalk & Talk	
6.	Societal obligations of accounting	R	5	Chalk & Talk	

Total Lectures: 54

REMARKS/RECOMMENDATIONS FOR FUTURE:

REFERENCE BOOKS:

Khan & Jain : Management Accounting

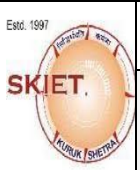
I.M. Pandey : Management Accounting

R.K. Mittal : Management Accounting

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Signature of HOD: _____

Date: _____

	SHRI KRISHAN INSTITUTE OF ENGINEERING & TECHNOLOGY, KURUKSHETRA				
	LESSON PLAN				
SEMESTER/YEAR: 2nd Sem /1st year			DEPARTMENT: MBA		
COURSE: Business Communication-1			FACULTY: SONAM		
S. No.	Topic Name	Reference/ Text Book/ Web (R/T/W)	No. Of Lectures	Delivery Method	Remarks

1.	Meaning and importance of business communication, barriers	R1	8	Chalk & Talk	
2.	Basic model and essentials	R1	8	Chalk & Talk	
3.	Basic parts of speech- noun,pronoun,verb,adj,adverb,preposition,article,conjunction,active and passive voice, paragraph writing, précis, translation	R1	15	Chalk & Talk	
4.	Homonyms, antonyms, synonyms	R1	8	Chalk & Talk	
5.	Business applications, job and leave application	R1	8	Chalk & Talk	
6.	Importance of non verbal-gestures, symbols and signs, physical appearance and art of self presentation and conduct	R1	8	Chalk & Talk	

Total Lectures: 55

REMARKS/RECOMMENDATIONS FOR FUTURE:


EXTRA CLASS TAKEN (IF ANY):

Hewings, Martin: Advanced English Grammar
Cambridge University Press

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	SHRI KRISHAN INSTITUTE OF ENGINEERING & TECHNOLOGY, KURUKSHETRA				
	LESSON PLAN				
SEMESTER/YEAR: 2ND/1ST			DEPARTMENT: BBA		
COURSE: Managerial Economics			FACULTY:SRISHTI		
S. No.	Topic Name	Reference/ Text Book/ Web (R/T/W)	No. Of Lectures	Delivery Method	Remarks
1	Concept of Macro economics.	T1,R1	2	Chalk & Talk	
2	National income; Concepts and measurement.	T1,R1	7	Chalk & Talk	
3	Classical theory of output and employment, Say's law of markets.	T1,T2	6	Chalk & Talk	
4	Keynesian & Friedmanian theory of income determination,	T1,R1	6	Chalk & Talk	
5	determinants of Macro equilibrium with aggregate demand and aggregate supply functions under employment equilibrium.	T1,R1	6	Chalk & Talk	
6	Concept of multiplier.	T1,T2	2	Chalk & Talk	
7.	Consumption: Meaning determinants and importance.	T1,R1	5	Chalk & Talk	

8.	Theory of consumption: Absolute income hypothesis, relative income hypothesis,	T1,R1	5	Chalk & Talk	
9.	permanent income hypothesis, life cycle hypothesis.	T1,R1	5	Chalk & Talk	
10.	Theory of investment: Types of investment determinants of investment	T1,R1	3	Chalk & Talk	
11.	marginal efficiency of capital, interest rate determination, classical, neoclassical and Keynesian theories.	T1,R1	7	Chalk & Talk	
12	Inflation: Meaning, types, and theories. Stabilization policies: Monetary and fiscal policies.	T1,R1	7	Chalk & Talk	

Total Lectures: 61

REMARKS/RECOMMENDATIONS FOR FUTURE:

EXTRA CLASS TAKEN (IF ANY):

TEXT BOOKS:

[T1] **TR.Jain & O.P. Knanna**:. Managerial Economics-II(sem-2)


REFERENCE BOOKS:

[R1] . **Dwivedi**: Macroeconomics

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	SHRI KRISHAN INSTITUTE OF ENGINEERING & TECHNOLOGY, KURUKSHETRA				
	LESSON PLAN				
SEMESTER/YEAR: 2ND/1ST			DEPARTMENT: MGT		
COURSE: POM			FACULTY: TRILOCHAN		
S. No.	Topic Name	Reference/ Text Book/ Web (R/T/W)	No. Of Lectures	Delivery Method	Remarks
1.	Introduction: concept, nature, process and significance of management; Contemporary issue and challenges of management	T1,R1	5	Chalk & Talk	
2.	Development of management thought- classical, Neo-classical, Behavioural, Systems and contingencies approaches, Contemporary issue and challenges of management	T1,R1	5	Chalk & Talk	
3.	Planning- concept, types process and techniques,	T1,T2	5	Chalk & Talk	

	Decision making- concept, types process and techniques.				
4.	Organizing: nature, importance, process, formal & informal organizations, organization chart, organizing principles, span of management: factors determining effective span, Graicunas formula.	T1,R1	8	Chalk & Talk	
5.	Departmentation: definition, departmentation by function, territory, product/service, customer group and matrix organization	T1,R1	5	Chalk & Talk	
6.	Authority: definition, types, responsibility and accountability, delegation; definition, steps in delegation, obstacles to delegation and their elimination, decentralization vs centralization, determinants of effective decentralization	T1,T2	10	Chalk & Talk	
7.	Staffing: definition, manpower management, factors affecting staffing, job design, selection process, techniques, performance appraisal: need and process	T1,R1	5	Chalk & Talk	
8.	Communication; importance, process, barriers and breakdown of communication.	T1,R1	5	Chalk & Talk	
9.	Controlling: control process, types, barriers to control making, control techniques: budget and non- budgetary control devices,	T1,R1	5	Chalk & Talk	
10.	Social responsibility and business ethics	T1,R1	5	Chalk & Talk	

Total Lectures: 65

REMARKS/RECOMMENDATIONS FOR FUTURE:

EXTRA CLASS TAKEN (IF ANY):

REFERENCE BOOKS:


References:

1. **Koontz & Weirich:** Essentials of Management (Tata McGraw Hill)
2. **L.M. Prasad:** Principles & Practices of Management
3. **Stephen Robbins:** Management
4. Gene Burton & Manas Tahukar: Management Today-Principles & practices, (Tata McGraw Hill)

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	SHRI KRISHAN INSTITUTE OF ENGINEERING & TECHNOLOGY, KURUKSHETRA				
	LESSON PLAN				
SEMESTER/YEAR: 2nd/1st yr			DEPARTMENT: BBA		
COURSE: Understanding Social Behavior			FACULTY:G.HANDA		
S. No.	Topic Name	Reference/ Text Book/ Web (R/T/W)	No. Of Lectures	Delivery Method	Remarks
1.	Introduction : Nature and Scope of Sociology	T1,R1	5	Chalk & Talk	
2.	The Methods of Sociology; Fundamental Concepts of Sociology.	T1,R1	6	Chalk & Talk	
3.	The Relationship Between Man and Society.	T1,T2	5	Chalk & Talk	
4.	Social Structure and Processes – Social Structure: Meaning, Elements and Types	T1,R1	5	Chalk & Talk	
5.	Social Institutions and Their Functions	T1,R1	6	Chalk & Talk	
6.	Social Process: Co-operation, Conflict, Competition and Assimilation..	T1,R1	8	Chalk & Talk	
7.	Socialization and Social Action : Meaning of Socialization	T1,R1	5	Chalk & Talk	
8.	Socialization as a Process of Learning; Stages and Agencies of Socialization	T1,R1	5	Chalk & Talk	
9.	Social Action: Elements, Rationality of Means; Economic, Political and Religious Integration of Ends	T1,R1	5	Chalk & Talk	
10.	Social Change and Institution: Meaning, Types and Factors in Social Change	T1,R1	5	Chalk & Talk	
11.	Social Problems: Meaning, Causes and Remedies.	T1,R1	6	Chalk & Talk	
12.	Social Institution: Family, Religion and Marriage; Social Stratification in India Attitude Formation and Change. Morale Audit; Values and Norms; Power and Politics; Bureaucracy.	T1,R1	7	Chalk & Talk	

Total Lectures: 67

REMARKS/RECOMMENDATIONS FOR FUTURE:

EXTRA CLASS TAKEN (IF ANY):

TEXT BOOKS:

SD Sharma Natraj Publications

REFERENCE BOOKS:

1. Miller & Form : Industrial Sociology
2. Sheth (N.R.) : Industrial Sociology in India
3. Sachadeva, V.B. : Introduction to Sociology
4. Mike O' Donnell : Introduction to Sociology

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Signature of HOD: _____

