**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Even Semester**

**Session (2018-19)**

**Class: M COM 2ND SEM Name of the Teacher: PROF. AMANDEEP KAUR**

**Subject: PRODUCTION & MATERIAL MANAGEMENT**

**Period : 5TH**

**Paper : Room No : 305**

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| **S. No** | **Dates** | **Topics to be covered** |
| Week 1 | 14 /01/2019 – 19/01/2019 | Introduction |
| Week 2 | 21/01/2019 –  25/01/2019 | Inventory Management and Control |
| Week 3 | 28/01/2019 –  2/02/2019 | Inventory Control Model |
| Week 4 | 4/02/2019 –  9/02/2019 | Purchasing |
| Week 5 | 11/02/2019 –  16/02/2019 | Price Determination and Cost Analysis |
| Week 6 | 18/02/2019 –  23/02/2019 | Quality Determination and Control |
| Week 7 | 25/02/2019 –  02/03/2019 | Demand Forecasting |
| Mid Semester Exam | | |
| Week 8 | 11/03/2019 –  16/03/2019 | Facilities Location |
| Week 9 | 18 /03/2019 –  22/03/2019 | Facilities Layout |
| Week 10 | 25/03/2019 –  30/03/2019 | Production Planning and Control |
| Week 11 | 1/04/2019 –  6/04/2019 | PERT AND CPM |
| Week 12 | 8/04/2019 –  12/04/2019 | Productivity and its Measurement |
| Week 13 | 15/04/2019 –  20/04/2019 | Work Study |
| Week 14 | 22/04/2019 –  27/04/2019 | Work Measurement |
| Week 15 | 29 /04/2019 –  3/05/2019 | Work Measurement |

**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Even Semester** **Session (2018-19)**

**Class: MCOM 4TH SEM Name of the Teacher: PROF. AMANDEEP KAUR**

**Subject: ADVERTISING & SALES MANAGEMENT Period : 6TH**

**Paper : Room No : 204**

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| **S. No** | **Dates** | **Topics to be covered** |
| Week 1 | 14 /01/2019 – 19/01/2019 | Introduction |
| Week 2 | 21/01/2019 –  25/01/2019 | Advertising Communication Process and Flow |
| Week 3 | 28/01/2019 –  2/02/2019 | Advertising Management process |
| Week 4 | 4/02/2019 –  9/02/2019 | Advertising Budget and Advertising Message |
| Week 5 | 11/02/2019 –  16/02/2019 | Advertising Copy and Creativity |
| Week 6 | 18/02/2019 –  23/02/2019 | Media Selection and Scheduling |
| Week 7 | 25/02/2019 –  02/03/2019 | Advertising Agency |
| Mid Semester Exam | | |
| Week 8 | 11/03/2019 –  16/03/2019 | Social and Regulatory aspects of Advertising |
| Week 9 | 18 /03/2019 –  22/03/2019 | Sales Management and Personal Selling |
| Week 10 | 25/03/2019 –  30/03/2019 | Selling Process |
| Week 11 | 1/04/2019 –  6/04/2019 | Sales Forecast |
| Week 12 | 8/04/2019 –  12/04/2019 | Controlling Sales Force |
| Week 13 | 15/04/2019 –  20/04/2019 | Sales Organization |
| Week 14 | 22/04/2019 –  27/04/2019 | Sales Force Management |
| Week 15 | 29 /04/2019 –  3/05/2019 | Ethical and Legal Aspects of Selling |

**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Even Semester**

**Session (2018-19)**

**Class: B COM 3 (A) Name of the Teacher: PROF. AMANDEEP KAUR**

**Subject: DIRECT TAX LAWS Period : 3RD**

**Paper : Room No : 304**

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| **S. No** | **Dates** | **Topics to be covered** |
| Week 1 | 14 /01/2019 – 19/01/2019 | Deemed Incomes and Clubbing of Incomes (Aggregation of Incomes) |
| Week 2 | 21/01/2019 –  25/01/2019 | Deemed Incomes and Clubbing of Incomes (Aggregation of Incomes) |
| Week 3 | 28/01/2019 –  2/02/2019 | Set-off and Carry Forward of Losses |
| Week 4 | 4/02/2019 –  9/02/2019 | Deductions to be made in Computing the Total Income |
| Week 5 | 11/02/2019 –  16/02/2019 | Deductions to be made in Computing the Total Income |
| Week 6 | 18/02/2019 –  23/02/2019 | Rebate & Relief |
| Week 7 | 25/02/2019 –  02/03/2019 | Assessment of Individual |
| Mid Semester Exam | | |
| Week 8 | 11/03/2019 –  16/03/2019 | Assessment of Individual |
| Week 9 | 18 /03/2019 –  22/03/2019 | Assessment of HUF |
| Week 10 | 25/03/2019 –  30/03/2019 | Assessment of Firms & AOP |
| Week 11 | 1/04/2019 –  6/04/2019 | Income Tax Authorities |
| Week 12 | 8/04/2019 –  12/04/2019 | Procedure of Assessment (Practical aspects of Filing of Return to be stressed) |
| Week 13 | 15/04/2019 –  20/04/2019 | Deduction & Collection of Tax at Source |
| Week 14 | 22/04/2019 –  27/04/2019 | Advance Payment of Tax |
| Week 15 | 29 /04/2019 –  3/05/2019 | Appeals & Revisions |