

DR. B. R. AMBEDKAR GOVT. COLLEGE, KAITHAL

Lesson Plan: Even Semester (2024-25)

Class: - B.com 1st (2nd sem.) (A and B)

Name: Dr. Vikas Kumar

Subject: - Computerized Accounting System

Week	Topic
Week 1	Introduction: Installation of Tally, Creation of Company and Difference Between Manual and Computerized Accounting System
Week 2	ERP9–Licensing configurations–Tally Vault Password–Security Control in Tally,
Week 3	ERP9–Splitting Company Data–Backup and Restore.
Week 4	Accounting: Voucher Entry,
Week 5	Budget, Cost Centre, Balance Sheet, Profit and Loss Account,
Week 6	Assignment and Class Presentation
Week 7	Currency, Debit Note, Credit Note, Interest Calculation.
Week 8	Inventory: Stock Item, Sales Order. Purchase Order, Delivery Note, and Rejection out.
Week 9	Class Assessment Test
Week 10	Computerized Tax Liability Calculation.
Week 11	Payroll: Salary Accounting–Introduction to Payroll–Payroll Masters, Payroll Vouchers–Overtime Payment
Week 12	Gratuity–Advanced Payroll Transactions, Basic Salary, Overtime, Bonus, Gratuity Loan, ESI, Provident Fund. Pension, Commission.
Week 13	Revision

Lesson Plan: 2024-25 (Even Sem.)

Class: - M.com 4th Sem.

Name: Dr. Vikas Kumar

Subject: Corporate Governance

Week	Topic
Week 1	Introduction to Corporate Governance, features, benefits, Quality of Good Governance and benefits of CG
Week 2	Corporate governance: An Evolutionary Process; Improving the efficiency of Corporate Governance
Week 3	Corporate Governance in India
Week 4	CG- Globalisation and its position in India and different models of Corporate Governance
Week 5	Financial disclosure, Business Ethics and Corporate Governance
Week 6	Assignment and Class Presentation
Week 7	Board of Directors: Composition of Board of Directors & their role
Week 8	Depository System: a step towards effective Corporate Governance.
Week 9	Assessment Test
Week 10	Corporate Governance in Indian Public Enterprises; Corporatization of Agriculture
Week 11	Banks, Financial Institutions and Corporate Governance
Week 12	Various norms and Committees regarding CG in Corporates Sector and Financial Institutions.
Week 13	Revision

