

BBA Department  
Govt. College Una  
Teaching Plan 2023-2024  
BBA-1<sup>st</sup> Sem

**Subject- Fundamentals of Management & Organisational Behaviour (BBA-102)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>UNIT:1</b> Basic forms of Business Ownership; Special forms of ownership: Franchising, Licensing, Leasing; Choosing a form of Business ownership; Corporate Expansion: mergers and acquisitions, diversification, forward and backward integration, joint ventures, Strategic alliance. Evolution of Management Theory. Managerial functions and Roles. Insights from Indian practices and Methods.</p> <p><b>UNIT:II</b> Overview of Planning: Types of Plans &amp; The planning process; Decision making: Process, Types and Techniques. Control: Function, Process and types of Control; Principles of organizing: Common organizational structures; Delegation &amp; Decentralization: Factors affecting the extent of decentralization, Process and Principles of delegation.</p>	July & August	Lect. & PPT
3&4	<p><b>UNIT:III</b> Importance of organizational Behaviour. Perception and Attribution: Concept, Nature, Process, Personality: Personality: Learning: Concept and Theories of Learning, reinforcement, . Motivation: Concepts and their application, Need, Content &amp; Process theories, Contemporary Leadership issues: Charismatic, Transformational Leadership. Emotional Intelligence</p> <p><b>UNIT: IV</b> Groups and Teams: Definition, Difference between Groups and teams; Stages of Group Development, Group Cohesiveness, Types of teams. Analysis of Interpersonal Relationship: Transactional Analysis, Johari Window Organisational Power and Politics: Nature of organisational politics. Conflict: Concept, Sources, Types, Stages of conflict, Management of conflict, Organisational Change: Concept, Resistance to change, Managing resistance to change, Implementing Change, Kurt Lewin Theory of Change. Managing Stress: Insights from Indian ethos</p>	September & October	Lect. & PPT

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Subject- . ENTREPRENEURSHIP DEVELOPMENT (BBA-104)

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>UNIT-1 ENTREPRENEURIAL MANAGEMENT</b> The evolution of the concept of entrepreneurship, John Kao's Model on Entrepreneurship, Idea Generation, Identifying opportunities and Evaluation; Building the Team / Leadership; Strategic planning for business; Steps in strategic planning, Forms of ownership – Sole proprietorship; partnership; limited liability partnership and corporation form of ownership; advantages/disadvantages, Franchising; advantages/disadvantages of franchising; types of franchise arrangements; franchise contracts; franchise evaluation checklist, Financing entrepreneurial ventures; Managing growth; Valuation of a new company; Harvesting and Exit Strategies; Corporate Entrepreneurship</p> <p><b>UNIT-2 ENTREPRENEURSHIP, CREATIVITY AND INNOVATION</b> Stimulating Creativity; Organisational actions that enhance/hinder creativity, Managerial responsibilities, Creative Teams; Sources of Innovation in Business; Managing Organizations for Innovation and Positive Creativity..</p>	July & August	Lect. & PPT
3&4	<p><b>UNIT-3 SOCIAL ENTREPRENEURSHIP</b> Introduction to Social Entrepreneurship; Characteristics and Role of Social Entrepreneurs; Innovation and Entrepreneurship in a Social Context; Start-Up and Early Stage Venture Issues in creating and Sustaining a Non-profits Organization; Financing and Risks; Business Strategies and Scaling up.</p> <p><b>UNIT-4 FAMILY BUSINESS AND ENTREPRENEURSHIP</b> The Entrepreneur; Role and personality; Family Business: Concept, structure and kinds of family firms ; Culture and evolution of family firm; Managing Business, family and shareholder relationships ; Conflict and conflict resolution in family firms ; Managing Leadership ,succession and continuity ; women's issues in the family business ;Encouraging change in the family business system.</p>	September & October	Lect. & PPT

	<b>UNIT-5 FINANCING THE ENTREPRENEURIAL BUSINESS</b> Arrangement of funds; Traditional sources of financing, Loan syndication, Consortium finance, role played by commercial banks, appraisal of loan applications by financial institutions, Venture capital.		
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**Subject- . Statistics for Business Decisions (BBA-103)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>UNIT I:</b> Measures of Central Value: Characteristics of an ideal measure; Measures of Central Tendency - mean, median, mode, harmonic mean and geometric mean. Merits, Limitations and Suitability of averages. Relationship between averages. Measures of Dispersion: Meaning and Significance. Absolute and Relative measures of dispersion - Range, Quartile Deviation, Mean Deviation, Standard Deviation, Coefficient of Variation, Moments, Skewness, Kurtosis.</p> <p><b>UNIT II:</b> Correlation Analysis: Meaning and significance. Correlation and Causation, Types of correlation. Methods of studying simple correlation - Scatter diagram, Karl Pearson's coefficient of correlation, Spearman's Rank correlation coefficient, Regression Analysis: Meaning and significance, Regression vs. Correlation. Linear Regression, Regression lines (X on Y, Y on X) and Standard error of estimate.</p>	July & August	Lect. & PPT
3&4	<p><b>UNIT III:</b> Analysis of Time Series: Meaning and significance. Utility, Components of time series, Models (Additive and Multiplicative), Measurement of trend: Method of least squares, Parabolic trend and logarithmic trend; Index Numbers: Meaning and significance, problems in construction of index numbers, methods of constructing index numbers-weighted and unweighted, Test of adequacy of index numbers, chain index numbers, base shifting, splicing and deflating index number.</p> <p><b>UNIT IV:</b> Probability: Meaning and need. Theorems of addition and multiplication. Conditional probability. Bayes' theorem, Random Variable- discrete and continuous. Probability Distribution: Meaning, characteristics (Expectation and variance) of Binomial, Poisson, and Normal distribution. Central limit theorem.</p> <p><b>Unit V:</b> Hypothesis testing: Concept; Level of Significance; Process of testing; Test of hypothesis concerning Mean; Test of hypothesis Normal Z test &amp; t test for single mean. Using Non-parametric statistics for hypothesis testing.</p>	September & October	Lect. & PPT

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BBA-Ist Sem

Subject- Environmental Science (BBA-101)

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>Unit 1</b> : Multidisciplinary nature of environmental studies Definition, scope and importance (2 lectures) Need for public awareness. III</p> <p><b>Unit 2</b> : Natural Resources : Renewable and non-renewable resources : Natural resources and associated problems. a) Forest resources : Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people. b) Water resources : Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems. c) Mineral resources : Use and exploitation, environmental effects of extracting and using mineral resources, case studies. d) Food resources : World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies. e) Energy resources : Growing energy needs, renewable and non renewable energy sources, use of alternate energy sources. Case studies. f) Land resources : Land as a resource, land degradation, man induced landslides, soil erosion and desertification. • Role of an individual in conservation of natural resources. • Equitable use of resources for sustainable lifestyles.</p>	July	Lect. & PPT
3,4&5	<p><b>Unit 3</b> : Ecosystems • Concept of an ecosystem. IV • Structure and function of an ecosystem. • Producers, consumers and decomposers. • Energy flow in the ecosystem. • Ecological succession. • Food chains, food webs and ecological pyramids. • Introduction, types, characteristic features, structure and function of the following ecosystem :- a. Forest ecosystem b. Grassland ecosystem c. Desert ecosystem d. Aquatic ecosystems (ponds, streams, lakes, rivers, oceans, estuaries).</p> <p><b>Unit 4</b> : Biodiversity and its conservation • Introduction – Definition : genetic, species and ecosystem diversity. • Biogeographically classification of India • Value of biodiversity : consumptive use, productive use, social, ethical, aesthetic and option values • Biodiversity at</p>	August	Lect. & PPT

	<p>global, National and local levels. • India as a mega-diversity nation V • Hot-spots of biodiversity. • Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts. • Endangered and endemic species of India • Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity.</p> <p><b>Unit 5</b> : Environmental Pollution Definition • Cause, effects and control measures of :- a. Air pollution b. Water pollution c. Soil pollution d. Marine pollution e. Noise pollution f. Thermal pollution g. Nuclear hazards • Solid waste Management : Causes, effects and control measures of urban and industrial wastes. • Role of an individual in prevention of pollution. • Pollution case studies. • Disaster management : floods, earthquake, cyclone and landslides.</p>	September	Lect. & PPT
6&7	<p><b>Unit 6</b> : Social Issues and the Environment • From Unsustainable to Sustainable development • Urban problems related to energy • Water conservation, rain water harvesting, watershed management • Resettlement and rehabilitation of people; its problems and concerns. Case Studies • Environmental ethics : Issues and possible solutions. • Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case Studies. • Wasteland reclamation. • Consumerism and waste products. • Environment Protection Act. • Air (Prevention and Control of Pollution) Act. • Water (Prevention and control of Pollution) Act • Wildlife Protection Act • Forest Conservation Act • Issues involved in enforcement of environmental legislation. • Public awareness.</p> <p><b>Unit 7</b> : Human Population and the Environment • Population growth, variation among nations. • Population explosion – Family Welfare Programme. VII • Environment and human health. • Human Rights. • Value Education. • HIV/AIDS. • Women and Child Welfare. • Role of Information Technology in Environment and human health</p>	October	Lect. & PPT



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BBA-II Sem

**Subject- ETHICS AND CORPORATE SOCIAL RESPONSIBILITY (BBA-204)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p>Unit I: Business ethics: Meaning of ethics, why ethical problems occur in business. Ethical principles in business: Utilitarianism: weighing social cost and benefits, Rights and duties, Justice and fairness, ethics of care, Integrating utility, rights, justice and caring, An alternative to moral principles: virtue ethics, Moral issues in business: Worker's and employee's rights and responsibilities, Profit maximization vs. social responsibility.</p> <p>Unit II: Corporate governance: concept, Need to improve corporate governance standards, Features of good governance, Role played by regulators to improve corporate governance, accounting standards and corporate governance, corporate disclosure, insider trading. The Board –Quality, Composition and role of Board, Outside Directors on the board (independent, nominee), Executive and Non-Executive directors, SEBI clause 49, directors and financial institutions in enhancing corporate governance, critical issues in governance of board directors, CEO Duality.</p>	DEC & JAN.	Lect. & PPT
3&4	<p>Unit III :meaning &amp; Evaluation of CSR, CSR &amp; Corporate sustainability, Business social performance, Environmental aspect of CSR, Common Indicators for measuring Social Responsibility, CSR Models, Drivers of CSR</p> <p>Unit IV Role of auditors in enhancing corporate governance, duties and responsibilities of auditors, corporate governance and internal auditors, Whistle blowing: Kinds of whistle blowing, precluding the need for whistle blowing. Discrimination, affirmative action, and reverse discrimination: Equal employment opportunity, Affirmative action, Preferential hiring, Corporate social responsibility: Meaning, Evolution of corporate social responsibility, common indicators for measuring business social performance, reporting social responsibility measures in annual report.</p>	FEB. & MARCH	Lect. & PPT

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BBA-II Sem

**Subject- Managerial Economics (BBA-202)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	Unit:1 Meaning of demand , law of demand , individual demand, market demand, individual supply, market supply, market equilibrium, price elasticity of demand , income elasticity of demand and cross elasticity of demand. Theory of consumer behavior, cardinal and ordinal utility theory, indifference curve budget line. UNIT:II Production analysiss, factors of production, short and long run theories of production. Isoquant analysis. Cost analysis short run and long run theory of cost, traditional and modern theory of cost.	DEC & JAN.	Lect. & PPT
3&4	UNIT:III market structure types of markets, perfect competition: meaning features, price determination of firm and industry , role of time element in the determination of prices, short run and long run supply curve under perfect completion. Unit: iv monopoly : meaning features, short run and long run equilibrium, price discrimination. Monopolistic competition: meaning features, short run and long run equilibrium, excess capacity. Oligopoly :meaning features pricing and kinked demand curve model.	FEB. & MARCH	Lect. & PPT

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**Subject- BUSINESS ACCOUNTING (BBA-203)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>UNIT: I</b> Introduction to Financial Accounting. Accounting as an Information System. Importance, Scope, and Limitations. Users of Accounting Information. Generally Accepted Accounting Principles. The Accounting Equation. Nature of Accounts and Rules of Debit and Credit. Recording Transactions in General Journal. Recording Transactions in three column Cash Book. An overview of Subsidiary books – Purchase Book, Purchase Returns Book, Sales Book, and Sales Returns Book. Opening and Closing Entries. Preparation of Ledger Accounts.</p> <p><b>UNIT: II</b> Introduction to International Financial Reporting Standards (IFRS). Understanding Accounting Standards issued by the ICAI related to Disclosure of Accounting Policies, Depreciation Accounting, and Revenue Recognition. Methods of charging Depreciation – Straight-line Method, and Written-down-value Method. Preparation of Trial Balance. Adjustment Entries. Post-adjusted Trial Balance. Bank Reconciliation Statement.</p>	Dec. & Jan.	Lect. & PPT
3&4	<p><b>UNIT: III</b> Preparation of Financial Statements: Preparing Trading Account, Profit &amp; Loss Account and Balance Sheet for a Sole Proprietor. Understanding contents of Financial Statements of a Joint Stock Company as per Companies Act 2013. Understanding the contents of a Corporate Annual Report. Preparation of Cash Flow Statement as per AS-3 (revised).</p> <p><b>UNIT:IV</b> Analyzing Financial Statements: Objectives of Financial Statement Analysis; Sources of Information; Standards of Comparison; Techniques of Financial Statement Analysis - Horizontal Analysis, Vertical Analysis, and Ratio Analysis. Meaning and Usefulness of Financial Ratios; Analysis of Financial Ratios from the perspective of different Stakeholders like Investors, Lenders, and Short-term Creditors; Profitability Ratios, Solvency Ratios, Liquidity Ratios, and Turnover Ratios; Limitations of Ratio Analysis.</p>	Feb. & March	Lect. & PPT

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BBA-IIInd SEM

BUSINESS COMMUNICATION (BCH 2.1)

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>1 Nature of Communication Process of Communication, Types of Communication (verbal &amp; Non Verbal), Importance of Communication, Different forms of Communication. Barriers to Communication Causes, Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizational Barriers.</p> <p>2 Business Correspondence Letter Writing, presentation, Inviting quotations, Sending quotations, Placing orders, Inviting tenders, Sales letters, claim &amp; adjustment letters and social correspondence, Memorandum, Inter -office Memo, Notices, Agenda, Minutes, Job application letter, preparing the Resume.</p>	Dec. & jan	Lect. & PPT
3&4	<p>3 Report Writing Business reports, Types, Characteristics, Importance, Elements of structure, Process of writing, Order of writing, the final draft, check lists for reports.</p> <p>4 Vocabulary Words often confused, Words often misspelt, Common errors in English.</p> <p>Oral Presentation Importance, Characteristics, Presentation Plan, Power point presentation, Visual aids</p>	Feb & March	Lect. & PPT

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BBA-IIIrd Sem

**Subject- Personality Development & Communication Skills (BBA-305)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	Techniques in Personality development a) Self confidence b) Mnemonics c) Goal setting d) Time Management and effective planning  Written communication,: Basics of Letter writing, memorandum, notice, email, and report writing. Resume writing	July & August	Lect. & PPT
3&4	Communication skills and Personality Development a) Intra personal communication and Body Language b) Inter personal Communication and Relationships c) Leadership Skills d) Team Building and public speaking  Corporate Grooming, Dressing Etiquette, Preparing for Interview, Emotional Quotient.	September & October	Lect. & PPT

**BBA Department**  
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**BBA IIIrd SEM**  
**304 India's Diversity and Business**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>Unit I:</b> Recognizing, Accommodating and valuing diversity Challenges and dilemmas posed by diversity and drive for homogenization; Sources of dilemma and tension—immigration, competition for limited resources; Regional bases of India's diversity: regional approach to understanding diversity in terms of India's topography, drainage, soil, climate, natural vegetation, rural and urban settlements. Social diversity in India: Peopling , demography, languages, castes, ethnicity, religions, sects, family, kinship and social institutions; socio-cultural regions</p> <p><b>Unit 2:</b> People, Livelihood and Occupational Diversity Traditional livelihoods and their nature - agriculture, crafts, industry and services; Region, occupation and employment</p>	July & August	Lect. & PPT
3&4	<p><b>Unit 3</b> Linkages between Diversity and India's Socio-economic challenges Regional variations in terms of geographic and socio-economic factors- trends and emerging options; Food insecurity, economic inequalities and poverty, environmental degradation and sustainable development;</p> <p><b>Unit 4</b> Diversity and Business Indian Consumers and marketing; Rural and Urban context Diversity, manufacturing, industry and services; Diversity and Innovation; Workforce diversity and management</p>	September & October	Lect. & PPT

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BBA IIIrd SEM**

**303. MANAGEMENT ACCOUNTING**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p><b>Unit I:</b> Nature, Scope of Management Accounting: Meaning, definition, nature and scope of Management Accounting; Comparison of Management Accounting with Cost Accounting and Financial Accounting. Cost concepts: Meaning, Scope, Objectives, and Importance of Cost Accounting; Cost, Costing, Cost Control, and Cost Reduction; Elements of Cost, Components of total Cost, Cost Sheet. Classification of Costs: Fixed, Variable, Semi variable, and Step Costs; Product, and Period Costs; Direct, and Indirect Costs; Relevant, and Irrelevant Costs; Shut-down, and Sunk Costs; Controllable, and Uncontrollable Costs; Avoidable, and Unavoidable Costs; Imputed / Hypothetical Costs; Out-of-pocket Costs; Opportunity Costs; Expired, and Unexpired Costs; Conversion Cost.</p> <p><b>Unit II:</b> Cost-Volume-Profit Analysis: Contribution, Profit -Volume Ratio, Margin of safety, Cost Break-even Point, Composite Break-even Point, Cash Break-even Point, Key Factor, Break even Analysis. Relevant Costs and Decision Making: Pricing, Product Profitability, Make or Buy, Exploring new markets, Export Order, Sell or Process Further, Shut down vs. Continue.</p>	July & August	Lect. & PPT
3&4	<p><b>Unit III:</b> Budgets and Budgetary Control: Meaning, Types of Budgets, Steps in Budgetary Control, Fixed and Flexible Budgeting, Cash Budget. Responsibility Accounting: Concept, Significance, Different responsibility centers.</p> <p><b>Unit IV:</b> Standard Costing and Variance Analysis: Meaning of Standard Cost and Standard Costing, Advantages, Limitations and Applications; Material, Labor, Overhead and Sales variances.</p>	September & October	Lect. & PPT

BBA Department  
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Teaching Plan  
BBA-IIIrd Sem 2023-2024  
Subject- Marketing Management (BBA-302)

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>Unit I:</b> Introduction: Nature, Scope and Importance of Marketing, Evolution of Marketing; Core marketing concepts; Company orientation - Production concept, Product concept, Selling concept, Marketing concept, Holistic marketing concept. Marketing Environment: Demographic, economic, political, legal, socio cultural, technological environment (Indian context); Portfolio approach – Boston Consultative Group (BCG) matrix</p> <p><b>Unit II:</b> Segmentation, Targeting and Positioning: Levels of Market Segmentation, Basis for Segmenting Consumer Markets, Difference between Segmentation, Targeting and Positioning.</p>	July & August	Lect. & PPT
3&4	<p><b>Unit III:</b> Product &amp; Pricing Decisions: Concept of Product Life Cycle (PLC), PLC marketing strategies, Product Classification, Product Line Decision, Product Mix Decision, Branding Decisions, Packaging &amp; Labelling, New Product Development. Pricing Decisions: Determinants of Price, Pricing Methods (Non-mathematical treatment), Adapting Price (Geographical Pricing, Promotional Pricing and Differential Pricing).</p> <p><b>Unit IV:</b> Promotion Mix: Factors determining promotion mix, Promotional Tools – basics of Advertisement, Sales Promotion, Public Relations &amp; Publicity and Personal Selling; Place (Marketing Channels): Channel functions, Channel Levels, Types of Intermediaries: Types of Retailers, Types of Wholesalers. Marketing of Services - Unique Characteristics of Services, Marketing strategies for service firms – 7Ps.</p>	September & October	Lect. & PPT

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BBA-IIIrd Sem

Subject- MACRO ECONOMIC (BBA-301)

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p>Unit I: Measurement of macroeconomic variables: National Income Accounts, Gross Domestic Product, National Income, Personal and Personal disposable income; Classical theory of income and employment: Quantity Theory of Money</p> <p>Unit II: Keynesian theory of Income and employment : Simple Keynesian Model, Components of aggregate demand, equilibrium income, changes in equilibrium, multiplier, ISLM model : properties of ISLM curves, factors affecting the position and slope of ISLM curves, determination of equilibrium income and interest rates, effect of monetary and fiscal policy, relative effectiveness of monetary and fiscal policy.</p>	July & August	Lect. & PPT
3&4	<p>Unit III: Money: Functions of money, quantity theory of money, determination of money supply and demand, H theory of money multiplier, indicators and instruments of monetary control; Inflation: meaning, demand and supply side factors, consequences of inflation, anti inflationary policies, natural rate theory, monetary policy-output and inflation.</p> <p>Unit IV: Open Economy: brief introduction to BoP account, market for foreign exchange and exchange rate, monetary and fiscal policy in open economy, Mundell Fleming model (perfect capital mobility and imperfect capital mobility under fixed and flexible exchange rate)</p>	September & October	Lect. & PPT

**BBA Department**  
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**Teaching Plan 2023-2024**  
**BBA-IVth SEM**  
**401. BUSINESS RESEARCH**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Unit I: Nature and Scope of Marketing Research – Role of Marketing Research in decision making. Applications of Marketing Research; The Research process – Steps in the research process; the research proposal; Problem Formulation: Management decision problem Vs. Marketing Research problem.</p> <p>Unit II: Research Design: Exploratory, Descriptive, Causal. Secondary Data Research: Advantages &amp; Disadvantages of Secondary Data, Criteria for evaluating secondary sources, secondary sources of data in Indian Context.</p>	Dec.& jan	Lect. & PPT
3&4	<p>Unit III: Primary Data Collection: Survey Vs. Observations. Comparison of self administered, telephone, mail, emails techniques. Qualitative Research Tools: Depth Interviews focus groups and projective techniques; Measurement &amp; Scaling: Primary scales of Measurement -Nominal, Ordinal, Interval &amp; Ratio. Scaling techniques-paired comparison, rank order, constant sum, semantic differential, itemized ratings, Likert Scale; Questionnaire form &amp; design.. Unit IV: Sampling: Sampling techniques, determination of sample size; Data Analysis: Z test (mean, diff. of mean, diff. of proportion) t test (mean), paired t test, Chi square test, Report writing.</p>	Feb& March	Lect. & PPT

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**BBA-IVth SEM**  
**402. HUMAN RESOURCE MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Human Resource Management: Concept, Functions, roles, skills &amp; competencies. The changing environment of HRM – globalization, cultural environment, technological advances, workforce diversity, corporate downsizing, changing skill requirement, HR role in strategy formulation &amp; gaining competitive advantage. 1</p> <p>Unit II Human Resource Planning: Process, Forecasting demand &amp; supply, Skill inventories, Job analysis – Uses, methods, Job description &amp; Job specifications. Recruitment, Selection &amp; Orientation: internal &amp; external sources, e- recruitment, selection process, orientation process.</p>	DEC. & JAN.	Lect. & PPT
3&4	<p>Unit III Training: Concept, Needs, Systematic approach to training, Methods of training. Performance management system: concept, uses of performance appraisal, factors that distort appraisal. Compensation: Steps of determining compensation, job evaluation, components of pay structure, factors influencing compensation levels, wage differentials &amp; incentives, profit sharing, gain sharing, employees' stock option plans. Brief introduction of social security; health, retirement &amp; other benefits.</p> <p>Unit IV Industrial Relations: Introduction to Industrial Relations, Trade unions role, types, functions, problems, industrial dispute- concept, causes &amp; machinery for settlement of disputes- grievance, concepts, causes &amp; grievance redressal machinery, discipline-concept, aspect of discipline &amp; disciplinary procedure, Collective bargaining- concept, types, process, problems, essentials of effective collective bargaining .</p>	FEB. & MARCH	Lect. & PPT

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**BBA-IVth SEM**  
**: 403 – FINANCIAL MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Unit I Nature of Financial Management: Finance and related disciplines; Scope of Financial Management; Profit Maximization, Wealth Maximization - Traditional and Modern Approach; Functions of finance – Finance Decision, Investment Decision, Dividend Decision; Objectives of Financial Management; Organisation of finance function; Concept of Time Value of Money, present value, future value, and annuity; Risk &amp; Return: Risk - Systematic &amp; unsystematic risk – their sources and measures.</p> <p>Unit II Long -term investment decisions: Capital Budgeting - Principles and Techniques; Nature and meaning of capital budgeting; Estimation of relevant cash flows and terminal value; Evaluation techniques - Accounting Rate of Return, Net Present Value, Internal Rate of Return, Profitably Index Method. Concept and Measurement of Cost of Capital: Explicit and Implicit costs; Measurement of cost of capital; Cost of debt; Cost of perpetual debt; Cost of Equity Share; Cost of Preference Share; Cost of Retained Earning;</p>	DEC. & JAN.	Lect. & PPT
3&4	<p>Unit III Capital Structure: Approaches to Capital Structure Theories - Net Income approach, Net Operating Income approach, Modigliani-Miller (MM) approach, Traditional approach, Capital Structure and Financial Distress, Trade-Off Theory. Dividend Policy Decision - Dividend and Capital; The irrelevance of dividends: General, MM hypothesis; Relevance of dividends: Walter's model, Gordon's model; Leverage Analysis: Operating and Financial Leverage; EBIT -EPS analysis; Combined leverage.</p> <p>Unit IV Working Capital Management: Management of Cash - Preparation of Cash Budgets (Receipts and Payment Method only); Cash management technique, Receivables Management – Objectives; Credit Policy, Cash Discount, Debtors Outstanding and Ageing Analysis; Inventory Management (Very Briefly) - ABC Analysis; Minimum Level; Maximum Level; Reorder Level; Safety Stock; EOQ, Determination of Working Capital.</p>	FEB. & MARCH	Lect. & PPT

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**BBA-IVth SEM**  
**TAX PLANNING (BBA-404 )**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>UNIT:I Income tax concepts: Previous Year, Assessment Year, Person, Assessee, Income (including agricultural income), Residential Status and their incidence of tax, Gross Total Income, Total Income; Income which do not form part of total income, Tax Evasion, Tax Avoidance.</p> <p>UNIT :II Computation of Income under the head Salary</p>	DEC. & JAN.	Lect. & PPT
3&4	<p>UNIT:III Computation of Income under the Head: House Property and Profits and gains from Business or Profession. Computation of Income under the Head: Capital gains and Income from other sources.</p> <p>UNIT:IV Clubbing of Income, Set-off and carry-forward of losses , Deductions from gross total income as applicable to an individual and Business Units.</p>	FEB. & MARCH	Lect. & PPT

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**IT TOOLS IN BUSINESS (BBA-405 )**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Spreadsheets IT TOOLS IN BUSINESS Introduction: Concept of worksheets and workbooks, creating, opening, closing and saving workbooks, moving, copying, inserting, deleting and renaming worksheets, working with multiple worksheets and multiple workbooks, controlling worksheet views, naming cells using name box, name create and name define. Using formulae and functions: Understanding absolute, relative and mixed referencing in formulas, referencing cells in other worksheets and workbooks, correcting common formula errors, working with inbuilt function categories like mathematical, statistical, text, lookup, information, logical, database, date and time and basic financial functions. Consolidating worksheets and workbooks using formulae and data consolidate command Printing and Protecting worksheets: Adjusting margins, creating headers and footers, setting page breaks, changing orientation, creating portable documents and printing data and formulae. Implementing file level security and protecting data within the worksheet Creating charts and graphics: Choosing a chart type, understanding data points and data series, editing and formatting chart elements, and creating sparkline graphics. Analysing data using pivot tables: Creating, formatting and modifying a pivot table, sorting, filtering and grouping items, creating calculated field and calculated item, creating pivot table charts, producing a report with pivot tables. Performing what-if analysis: Types of what if analysis (manual, data tables, scenario manager), what-if analysis in reverse (goal-seek, solver) Exchanging data using clipboard, object linking and embedding.</p>	DEC. & JAN.	Lect. & PPT
3&4	<p>. Wordprocessing Introduction: Creating and saving your document, displaying different views, working with styles and character formatting, working with paragraph formatting techniques using indents, tabs, alignment, spacing, bullets and numbering and creating borders. Page setup and sections: Setting page margins, orientation, headers and footers, end notes and foot notes, creating section breaks and page borders. Working with tables: Creating tables, modifying table layout and design, sorting, inserting graphics in a table, table math, converting text to table and vice versa. Create newspaper columns, indexes and table of</p>	FEB. & MARCH	Lect. & PPT

	<p>contents. Spellcheck your document using inbuilt and custom dictionaries, checking grammar and style ,using thesaurus and finding and replacing text. Create bookmarks, captions and cross referencing, adding hyperlinks, adding sources and compiling and bibliography Mail merge: Creating and editing your main document and data source, sorting and filtering merged documents and using merge instructions like ask, fill-in and if-then-else. Linking and embedding to keep things together. Powerpoint presentation Introduction: Creating a blank presentation using a design template, basing a new presentation on an existing one, creating and managing slides, using content place holders, creating graphs, tables, diagrams, organization charts, inserting clip art and images. Viewing and navigating a presentation: Organising ideas in outline view, using slide sorter to rearrange a presentation, previewing presentation in slide show, understanding master views, using title master, slide master, handout master and notes master, working with headers and footers, using hyperlinks, advanced navigation with action settings, navigation short hand with action buttons Animation and multimedia: Using and applying animation schemes, custom animation, understanding sound file formats and video types, adding music, sound and video clips. Final presentation: Applying transition to slides, controlling transition speed, using hidden slides, using custom shows, using on screen pen and adding and accessing notes during a presentation. Databases Introduction to Database Development: Database Terminology, Objects, Creating Tables, working with fields, understanding Data types , Changing table design, Assigning Field Properties, Setting Primary Keys, using field validation and record validation rules, Indexing, working with multiple tables, Relationships &amp; Integrity Rules, Join Properties, Record manipulation, Sorting &amp; Filtering. Select data with queries: Creating Query by design &amp; by wizard (Select, Make Table, Append, Delete, Cross Tab, Update, Parameterized Query, Find Duplicate and Find Unmatched), Creating multi table queries, creating &amp; working with table joins. Using operators &amp; expressions: Creating simple &amp; advance criteria. Working with forms: Creating Basic forms, working with bound, unbound and calculated controls, understanding property sheet, Working with Data on Forms: Changing Layout, creating Sub Forms, creating list box, combo box and option groups. Working with Reports: Creating Basic Reports, Creating Header &amp; Footer, Placing Controls on reports, sorting &amp; grouping, Creating Sub reports.</p>		
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**BBA Department  
Govt. College Una  
Teaching Plan 2023-2024  
BBA-Vth Sem**

**Subject- HRD( System & Strategies)DSE-III(503)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>UNIT - I:</b> Human Resource Development (HRD) : Concept, Origin and Need, Relationship between human resource management and human resource development; HRD as a Total System; Activity Areas of HRD : Training, Education and Development; Roles and competencies of HRD professionals.</p> <p><b>UNIT - II:</b> HRD Process: Assessing need for HRD; Designing and developing effective HRD programs; Implementing HRD programs; Evaluating HRD programs. HRD Interventions: Integrated Human Resource Development Systems, Staffing for HRD; Physical and Financial Resources for HRD.</p>	July & August	Lect. & PPT
3&4	<p><b>UNIT – III:</b> HRD and diversity management; HRD Climate; HRD Audit. HRD Applications: Coaching and mentoring, Career management and development; Employee counselling; Competency mapping, High Performance Work Systems, Balanced Score Card. Integrating HRD with technology.</p> <p><b>UNIT – IV:</b> Evaluating the HRD Effort; Data Gathering; Analysis and Feedback; Industrial relations and HRD. HRD Experience in Indian Organizations, International HRD experience, Future of HRD.</p>	September & October	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-Vth SEM**

**504. (DSE-II Marketing) RETAIL MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p><b>UNIT - I</b> Introduction to Retailing: Definition, Characteristics, Emerging Trends in Retailing, Factors Behind the change of Indian Retail Industry. Retail Formats: Retail Sales by ownership, On the basis of Merchandise offered, non-store Based retail mix &amp; Non traditional selling.</p> <p><b>Unit II:</b> Store Planning: Design &amp; Layout, Location Planning and its importance, retailing image mix, Effective Retail Space Management, Floor Space Management. Retail Marketing: Advertising &amp; Sales Promotion, Store Positioning, Retail Marketing. Mix, CRM, Advertising in Retailing.</p>	July & August	Lect. & PPT
3&4	<p><b>Unit III:</b> Retail Merchandising: Buying function, Markups &amp; Markdown in merchandise management, shrinkage in Retail merchandise management. Merchandise Pricing: Concept of Merchandise Pricing, Pricing Options, Pricing Strategies, Pricing Objectives, Types of Pricing.</p> <p><b>Unit IV:</b> Retail Operation: Elements/Components of Retail Store Operation, Store Administration, Store Manager –Responsibilities, Inventory Management, Management of Receipts, Customer Service, Management of Retail Outlet/Store, Store Maintenance, Store Security.</p>	September & October	Lect. & PPT

**BBA Department  
Govt. College Una  
Teaching Plan 2023-2024  
BBA-Vth SEM**

**503. (DSE-II Marketing) Consumer Behaviour**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>Unit I:</b> Consumer Behaviour: Nature, scope &amp; application: Importance of consumer behaviour in marketing decisions, characteristics of consumer behaviour, role of consumer research, consumer behaviour- interdisciplinary approach.</p> <p><b>Unit II:</b> Consumer Needs &amp; Motivation: Characteristics of motivation, arousal of motives, self concept &amp; its importance, types of involvement. Trait theory: Theory of self-images; Role of self-consciousness. Consumer Perception: Concept of absolute threshold limit, differential threshold limit &amp; subliminal perception: Perceptual Process: selection, organisation &amp; interpretation. Learning &amp; Consumer Involvement: Importance of learning on consumer behaviour, Consumer Attitudes: Formation of attitudes, functions performed by attitudes.</p>	July & August	Lect. & PPT
3&4	<p><b>Unit III:</b> Group Dynamics &amp; consumer reference groups: Different types of reference groups, factors affecting reference group influence, reference group influence on products &amp; brands, application of reference groups. Family &amp; Consumer Behaviour: Consumer socialisation process, consumer roles within a family, purchase influences and role played by children, family life cycle. Social Class &amp; Consumer behaviour: Determinants of social class, measuring &amp; characteristics of social class.</p> <p><b>Unit IV:</b> Diffusion of Innovation: Definition of innovation, product characteristics influencing Diffusion, resistance to innovation, adoption process. Consumer Decision making process: Process- problem recognition, pre-purchase search influences, information evaluation, purchase decision (compensatory decision rule, conjunctive decision, rule, Lexicographic rule, affect referral, disjunctive rule), post-purchase evaluation; Situational Influences</p>	September & October	Lect. & PPT

**BBA Department**  
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**BBA-Vth SEM**

**501. QUANTITATIVE TECHNIQUES FOR MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p><b>Unit I:</b> Linear Programming: Formulation of L.P. Problems, Graphical Solutions (Special cases: Multiple optimal solution, infeasibility, unbounded solution); Simplex Methods (Special cases: Multiple optimal solution, infeasibility, degeneracy, unbounded solution) Big M method and Two-phase method; Duality and Sensitivity (emphasis on formulation &amp; economic interpretation); Formulation of Integer programming, Zero-one programming, Goal Programming.</p> <p><b>Unit II:</b> Elementary Transportation: Formulation of Transport Problem, Solution by N.W. Corner Rule, Least Cost method, Vogel's Approximation Method (VAM), Modified Distribution Method. (Special cases: Multiple Solutions, Maximization case, Unbalanced case, prohibited routes)</p>	July & August	Lect. & PPT
3&4	<p><b>Unit III:</b> Network Analysis: Construction of the Network diagram, Critical Path - float and slack analysis (Total float, free float, independent float), PERT, Project Time Crashing</p> <p><b>Unit IV:</b> Introduction to Game Theory: Pay off Matrix- Two person Zero- Sum game, Pure strategy, Saddle point; Dominance Rule, Mixed strategy, Reduction of m x n game and solution of 2x2, 2 x s, and r x 2 cases by Graphical and Algebraic methods; Introduction to Simulation: Monte Carlo Simulation.</p>	September & October	Lect. & PPT

**BBA Department  
Govt. College Una  
Teaching Plan 2023-2024**

**BBA-Vth SEM**

**Legal Aspect of Business (BBA-502)**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	Unit I: The Indian Contract Act 1872: Meaning and Essentials of contract; Kinds of contract-Based on: validity, formation & performance, law relating to offer and acceptance, consideration, competency to contract, free consent, Void agreements, performance of contracts, discharge of contracts, breach of contracts and quasi contract, Special contracts: contract of indemnity and guarantee, bailment and pledge, and agency. Unit II: Sale of Goods Act 1930: Sale and agreement to sell, implied conditions and warranties, sale by non-owners, rights of unpaid seller. Negotiable Instruments Act 1881: Meaning of negotiable instruments, type of negotiable instruments, promissory note, bill of exchange, cheque.	July & August	Lect. & PPT
3&4	Unit III: The Companies Act 2013: Meaning and types, Incorporation, Memorandum & Articles of association, Prospectus, Issue of shares and bonus shares, rights issue, sweat equity, role of directors, share qualification, company meetings. Unit IV: Consumer Protection Act 1986: Objectives and machinery for consumer protection, defects and deficiency removal, rights of consumers. The Right to Information Act 2005: Salient features and coverage of the act, definition of terms information, right, record, public authority; obligations of public authorities, requesting information and functions of PIO.	September & October	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-Vth SEM**

INVESTMENT ANALYSIS AND PORTFOLIO MANAGEMENT DSE-I,503

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Basics of risk and return: concept of returns, application of standard deviation, coefficient of variation, beta, alpha. Bonds : present value of a bond, yield to maturity, yield to call, yield to put, systematic risk, price risk, interest rate risk, default risk. Share valuation: Dividend discount models- no growth, constant growth, two stage growth model, multiple stages; Relative valuation models using P/E ratio, book value to market value.</p> <p>Unit II Fundamental analysis: EIC framework; Economic analysis: Leading lagging &amp; coincident macro-economic indicators, Expected direction of movement of stock prices with macroeconomic variables in the Indian context; Industry analysis: stages of life cycle, Porter's five forces model, SWOT analysis, financial analysis of an industry; Company analysis.</p>	July & August	Lect. & PPT
3&4	<p>Unit III Technical analysis: meaning, assumptions, difference between technical and fundamental analysis; Price indicators- Dow theory, advances and declines, new highs and lows- circuit filters. Volume indicators- Dow Theory, small investor volumes. Efficient market hypothesis; Concept of efficiency: Random walk, Three forms of EMH and implications for investment decisions.</p> <p>Unit IV Portfolio analysis: portfolio risk and return, Markowitz portfolio model: risk and return for 2 and 3 asset portfolios, concept of efficient frontier &amp; optimum portfolio. Market Model: concept of beta systematic and unsystematic risk. Investor risk and return preferences: Indifference curves and the efficient frontier, Portfolio management services: Passive – Index funds, systematic investment plans. Active – market timing, style investing.</p>	September & October	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-Vth SEM**

**INVESTMENT BANKING AND FINANCIAL SERVICES DSE-I 501**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>UNIT- I Introduction: An Overview of Indian Financial System, Investment Banking in India, Recent Developments and Challenges ahead, Institutional structure and Functions of 27   Page Investment / Merchant Banking; SEBI guidelines for Merchant Bankers.</p> <p>UNIT II Issue Management: Public Issue: classification of companies, eligibility, issue pricing, promoter's contribution, minimum public offer, prospectus, allotment, preferential allotment, private placement, Book Building process, designing and pricing, Right Issue: promoter's contribution, minimum subscription, advertisements, contents of offer document, Bought out Deals, Post issue work &amp; obligations, Investor protection, Broker, sub broker and underwriters</p>	July & August	Lect. & PPT
3&4	<p>UNIT III Leasing and Hire Purchase :Concepts of leasing, types of leasing – financial &amp; operating lease, direct lease and sales &amp; lease back, advantages and limitations of leasing, Lease rental determination; Finance lease evaluation problems (only Lessee's angle), Hire Purchase interest &amp; Installment, difference between Hire Purchase &amp; Leasing, Choice criteria between Leasing and Hire Purchase, Factoring, forfaiting and its arrangement.</p> <p>UNIT IV Venture Capital: Concept, history and evolution of VC, the venture investment process, various steps in venture financing. Credit Ratings: Introduction, types of credit rating, advantages and disadvantages of credit ratings, Credit rating agencies and their methodology. Securitization: concept, securitization as a funding mechanism.</p>	September & October	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-Vth SEM**  
**Training and Development (DSE III-504)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p>Unit I Organization vision &amp; plans, assessment of training needs, setting training objectives, designing training programmes, Spiral model of training. Tasks of the training function: Building support, overall training capacity, developing materials.</p> <p>Unit II Training methods: On the job training, job instruction training, apprenticeship, coaching, job rotation, syndicate method, knowledge based methods, lecture, conferences, programmed learning, simulation methods, case study, vestibule training, laboratory training, in-basket exercise, experiential methods, sensitivity training, e-training.</p>	July & August	Lect. & PPT
3&4	<p>Unit III Management Development Programme            Methods:-Understudy, Coaching, Action Learning, Role Play, Management Games, Seminars, University related programmes, special projects, behavioural modelling, job rotation, case study, multiple management, sensitivity training. Post training: Training evaluation, Training impact on individuals and organizations, Evaluating Programmes, Participants, Objectives</p> <p>. Unit IV Organisational Development (OD): Definition Foundations of OD, Managing the OD Process, Action Research and OD. OD Interventions: Overview of OD Interventions, Team Interventions Inter-group and Third-Party Peacemaking Interventions. Comprehensive OD Interventions, Structural Interventions and the Applicability of OD, Training Experiences.</p>	September & October	Lect. & PPT

BBA Department  
Govt. College Una  
Teaching Plan 2023-2024  
BBA-VI Sem

**Subject- PROJECT APPRAISAL AND ANALYSIS (BBA-603)**

Unit	Topic Detail	Months	Methods of Teaching
1&2	<p><b>Unit I:</b> Appraisal : an introduction, Project appraisal and evaluation , Project cycle, Project cycle management , Private and Public sector Projects/commercial / National probability; Identification of investment opportunities – industry analysis review of project profiles, – feasibility study , Project identification and formulation , Generation of Project ideas, Basic Principals of Project Analysis Entrepreneurship – concept, Theory and perspective</p> <p><b>Unit II:</b> Market Analysis : Market analysis of a project, Need for market analysis, Demand and supply analysis, Collection analysis, primary /secondary data, Forecasting techniques Technical appraisal of a project , Business and Technology Acquisition and management of technology .</p>	DEC & JAN.	Lect. & PPT
3&4	<p><b>Unit III:</b> Investment appraisal: Introduction and techniques, DCF and non DCF methods, Sensitivity Analysis, Financial needs of a Project, Investment criteria, Project Appraisal parameters of select Financial Institutions. Social cost benefit analysis – value added concept, social surplus indirect impact of projects, rationale of SCBA, Efficiency and Equity in Project Appraisal, UNIDO approach, Little Mirlees Approach, Project Appraisal of Indian Plans.</p> <p><b>Unit IV:</b> Project risk assessment – Risk and Sensitivity Analysis, Taxonomy of Risks, probabilistic cash flow approaches – application of simulation techniques; Monitoring and Evaluation of a Project - PERT / CPM, Monitoring mechanism, Evaluation ad Lessons, Preparation of project report - Case Analysis</p>	FEB. & MARCH	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-VIth SEM**

**603. (DSE-III Human Resource) PERFORMANCE AND COMPENSATION MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Unit I Introduction: Concept, Objectives of performance management system; Performance management and performance appraisal; Performance Management process: Performance planning, Process and Documentation of Performance appraisal, Appraisal Interview, Performance Feedback and Counselling.</p> <p>Unit II Performance management and reward systems. Performance Coaching ,Mentoring and Counselling, Competency development, Use of technology and e-PMS, International Aspects of PMS. Performance systems trends, Ethical Perspectives in performance</p>	Dec. & Jan	Lect. & PPT
3&4	<p>Unit III Introduction to Job Evaluation. Methods of Job Evaluation. Company Wage Policy: Wage Determination, Pay Grades, Wage Surveys, Wage Components. Modern trends in compensation - from wage and salary to cost to company concept, Comparable worth, broadbanding, competency based pay.</p> <p>Unit IV Incentives plans for production employees and for other professionals. Developing effective incentive plans, pay for performance,. Supplementary pay benefits, insurance benefits, retirement benefits, employee services benefits. Benefits &amp; Incentive practices in indian industry. Wages in India: Minimum wage, fair wage and living wage. Methods of state regulation of wages. Wage differentials &amp; national wage policy Regulating payment of wages, wage boards, Pay commissions, dearness allowances</p>	Feb. & March	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-VIth SEM**  
**601. BUSINESS POLICY AND STRATEGY**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Unit I: Nature &amp; importance of business policy &amp; strategy: Introduction to the strategic management process and related concepts; Characteristics of corporate, business &amp; functional level strategic management decisions. Company's vision and mission: need for a mission statement, criteria for evaluating a mission statement- Goal, Process &amp; Input formulation of the mission statement.</p> <p>Unit II: Environmental Analysis &amp; Diagnosis: Analysis of company's external environment Environmental impact on organisations policy and strategy, organisations dependence on the environment, Internal analysis: Importance of organisation's capabilities, competitive advantage and core competence.</p>	Dec. & Jan	Lect. & PPT
3&4	<p>Unit III: Formulation of competitive strategies: Michael E. Porter's generic competitive strategies, implementing competitive strategies- offensive &amp; defensive moves. Formulating Corporate Strategies: Introduction to strategies of growth, stability and renewal, Types of growth strategies – concentrated growth, product development, integration, diversification, Types of renewal strategies – retrenchment and turnaround. Strategic fundamentals of merger &amp; acquisitions.</p> <p>Unit IV: Strategic Framework: Strategic analysis &amp; choice, Strategic gap analyses, portfolio analyses – BCG, GE, product market evolution matrix, experience curve, directional policy matrix, life cycle portfolio matrix, Behavioural considerations affecting choice of strategy.</p>	Feb. & March	Lect. & PPT

**BBA Department**  
**Govt. College Una**  
**Teaching Plan 2023-2024**  
**BBA-VIth SEM**  
**602. FINANCIAL INSTITUTIONS AND MARKETS**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	<p>Unit I: Structure of Indian Financial System: An overview of the Indian financial system, financial sector reforms: context, need and objectives; Issues in financial reforms and restructuring; future agenda of reforms; Regulation of Banks, NBFCs &amp; FIs: Salient provisions of banking regulation act and RBI Act; Role of RBI as a central banker.</p> <p>Unit II: Introduction to Financial Markets in India: Role and Importance of Financial Markets, Financial Markets: Money Market; Capital Market; Factors affecting Financial Markets, Linkages Between Economy and Financial Markets, Integration of Indian Financial Markets with Global Financial Markets, Primary &amp; secondary market. Primary Market for Corporate Securities in India: Issue of Corporate Securities: Public Issue through Prospectus, Green shoe option, Offer for sale, Private Placement, Rights Issue, On Building of Shares, Performance of Primary Market</p>	Dec & Jan	Lect. & PPT
3&4	<p>Unit III : Secondary Market in India: Introduction to Stock Markets, Regional and Modern Stock Exchanges, International Stock Exchanges, Demutualization of exchanges, Comparison between NSE and BSE, Indian Stock Indices and their construction, Bulls and Bears in Stock Markets, Factors influencing the movement of stock markets, indicators of maturity of stock markets, Trading of securities on a stock exchange; Settlement mechanism at BSE &amp; NSE</p> <p>Unit IV: Money Markets &amp; Debt Markets in India: Money Market: Meaning, role and participants in money markets, Segments of money markets, Call Money Markets, Repos and reverse Repo concepts, Treasury Bill Markets, Market for Commercial Paper, Commercial Bills and Certificate of Deposit. Debt Market: Introduction and meaning, Market for Government/Debt Securities in India</p>	Feb. & March	Lect. & PPT

**BBA Department  
Govt. College Una  
Teaching Plan 2023-2024  
BBA-VIth SEM**

**603. (DSE-II Marketing) DISTRIBUTION AND SUPPLY CHAIN MANAGEMENT**

<b>Unit</b>	<b>Topic Detail</b>	<b>Months</b>	<b>Methods of Teaching</b>
1&2	Unit I: The channel system: Rationale for marketing channel structures, Composition of marketing channels, Channel Environment. Distribution – Basic concept, Transportations, Inventory, Warehousing, Managing logistics. Unit II: Concepts and importance of a Supply Chain (SC), Key issues of Supply Chain Management, Competitive and SC strategies, Achieving strategic fit.	Dec. & Jan	Lect. & PPT
3&4	Unit III: Dynamics of supply chain: Supply Chain Integration, Push-based, Pull-based and Push-Pull based supply chain, Demand Forecasting in a Supply Chain, Managing inventory in SC environment: Transportation in SC environment. Unit IV: Strategic Alliances, Third party and fourth party logistics, Retailer- Supplier partnerships (RSP), Supplier evaluation and selection, Use of best practices and Information Technology (IT) in Supply Chain Management.	Feb. & March	Lect. & PPT

## LESSON PLAN HOURLY WISE

**SUBJECT NAME: Advertisement and Sales Management (MBA-321)**

**Class :-MBA 3<sup>rd</sup> Semester**

**Name of Teacher :- Ms. Aarushi Sharma**

**Total Lecture :-60**

SL.NO	UNIT AND OBJECTIVES	NO.OF LECTURE HOURS	METHODOLGY/ INSTRUCTIONAL TECHNIQUES	EVALUATION/ LEARNING CONFIRMATION
<b>Unit-1</b>	<b>Introduction to Advertising</b>		<b>Lecture using videos examples and discussions</b>	<b>Question and answer sessions</b>
1.	Nature and scope and functions of Advertising,	3	Lecture	Questions and answers
2.	Classification of Advertising	1	Lecture	Questions and answers
3	Advertising as an element of Marketing Mix, Advertising as a Tool of Communication, Setting Advertising Objectives	2	Lecture	Questions and answers
	The DAGMAR Approach, Hierarchy of Effects Model,	1	Lecture	Questions and answers; problems to be solved
2.	New Adopter Model, AIDA Model;	1	Lecture	Questions and answers; problems to be solved
3.	Segmentation and Positioning Strategies for Advertising – Segmenting on the Basis of Usage Patterns and Commitment Level, Segmenting Business Markets, Formulating Positioning Strategy, Benefit Positioning, User Positioning and Competitive Positioning	3	Lecture	Questions and answers
4.	Ethical Aspects of Advertising – Misleading Advertising, Deceptive Advertising and Shock Advertising; Economic Effects and Legal Aspects of Advertising.	3	Lecture	Questions and answers
<b>Unit-2</b>	<b>Managing an Advertising Program</b>		<b>Lecture using videos examples and discussions</b>	<b>Group assignments and tests</b>

1.	Message Structure – Appeals, Copy, Layout	3	Lecture	Group assignments and tests
2.	Advertising Media – Media Planning, Media Selection and Scheduling	2	Lecture	Group assignments and tests
3.	Measuring Advertising Effectiveness – Pre-testing and Post-testing copy	2	Lecture	Group assignments and tests
4.	Advertising Budget – Top Down Methods: Affordable Method, Percentage of Sales Method, Competitive Parity Method; Build-up Approach: Objective and Task Method;	2	Lecture	Group assignments and tests
5.	Advertising Agencies – Types, Role and Functions; Social and Cultural Consequences of Advertising – Advertising and Stereotyping.	5	Lecture	Group assignments and tests
<b>UNIT-3</b>	<b>Sales Management</b>		<b>Lecture using videos examples and discussions</b>	<b>Group assignments and tests</b>
1.	Nature and Scope of Sales Management	3	Lecture	Group assignments and tests
2.	Personal Selling Objectives	1	Lecture	Group assignments and tests
3.	Sales Force Organization – Nature and Types;	2	Lecture	Group assignments and tests
4.	Sales Force Recruitment – Process and Sources;	2	Lecture	Group assignments and tests

5.	Sales Force Selection Process	2	Lecture	Group assignments and tests
<b>UNIT-4</b>	<b>Managing Sales Training Programs, Motivating Sales Personnel</b>		<b>Lecture using videos examples and discussions</b>	<b>Group assignments and tests</b>
	Managing Sales Training Programs – Need and Objectives;	2	Lecture	Group assignments and tests
	Motivating Sales Personnel – Significance, Financial and Non-Financial Reward System	2	Lecture	Group assignments and tests
	Sales Meetings and Sales Contests	1	Lecture	Group assignments and tests
	; Designing Sales Territories and Sales Quotas	2	Lecture	Group assignments and tests
	International Global Advertising	1	Lecture	Group assignments and tests





# Govt. College Una H.P.

## Department of B.VOC.

### Teaching Plan

Class: B.Voc. 3<sup>RD</sup> YEAR

Retail Store manager Course (UG

QP CODE: RAS/Q0107

NSQF Level: 7

JULY 2023 to- APRIL-2024

<b>NOS</b>	<b>Details of Topic</b>	<b>Methodology used</b>	<b>Time &amp; Duration</b>
RAS/Q0107	Retail Store Manager Brief Job Description Roles and responsibility	Lecture/ PPT/ Videos/ store visit local	August (4-weeks)
RAS/N0152	Optimize inventory to ensure maximum availability of stocks and minimized losses	Lecture/ PPT/ Videos/ store visit/Group Discussion	September (4-weeks)
RAS/N0153	Implement standard operating procedures, process and policy at the store while ensuring timely and accurate reporting.	Lecture/ PPT/ Videos/ store visit	October (4-weeks)
RAS/N0154	Manage sales and service delivery to increase store profitability	Lecture/ PPT/ Videos/ Activity	November (4-weeks)

On Job Training	Dec/ Jan (8-weeks)
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On job training review /ILM	February (1-weeks)
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RAS/N0155	Check and confirm adherence to visual merchandising plans	Lecture/ PPT/ Videos/ Activity	February (3-weeks)
RAS/N0156	Manage overall safety, security and hygiene of the store	Lecture/ PPT/ Videos/ Activity	March (2-weeks)
RAS/N0157	Implement promotions and special events at the store	Lecture/ PPT/ Videos/ Activity	March (2-weeks)
RAS/N0158	Manage human resources at the store through manpower planning, recruitment, training and performance management	Lecture/ PPT/ Videos/ Activity	April (2 week)
RAS/N0159	Conduct price benchmarking and market study of competition	Lecture/ PPT/ Videos/ Activity	April (2 week)
<b>SKILL EXAM</b>	As per TSP ARRANGMENTS	Online/offline	MAY(tentative)



**Govt. College Una, -174303**  
**(Utkarisht Mahavidyalaya by H.P. Govt.)**

**MCA-6103 Computer Organization and Architecture**

<b><u>LESSON PLAN</u></b>			
<b>Course Number</b>	<b>MCA-6103</b>	Teacher Name : Love Jaswal	<b>Course Name : COA</b>
<b>Program</b>	<b>MCA</b>	Designation: Assistant Professor	<b>Year / Semester : Ist</b>
<b>Session</b>	<b>Sept 2023-Dec 2023</b>	Department: MCA	

**COURSE OBJECTIVES:**

1. Discuss the basic concepts and structure of computers.
2. Understand concepts of register transfer logic and arithmetic operations.
3. Explain different types of addressing modes and memory organization.
4. Learn the different types of serial communication techniques.
5. Summarize the Instruction execution stages.

**COURSE OUTCOMES:**

1. Understand the theory and architecture of central processing unit.
2. Analyze some of the design issues in terms of speed, technology, cost, performance.
3. Design a simple CPU with applying the theory concepts.
4. Use appropriate tools to design verify and test the CPU architecture.
5. Learn the concepts of parallel processing, pipelining and interprocessor communication.
6. Understand the architecture and functionality of central processing unit.
7. Exemplify in a better way the I/O and memory organization.
8. Define different number systems, binary addition and subtraction, 2's complement representation and operations with this representation.

S.No.	Topic	No. of Lectures	Teaching Methodology
<b>UNIT – I</b>			
	Data Representation: Data Types, Number Systems and Conversion,	2	On board/ Interactive Panel
	Complements,	1	On board/ Interactive Panel
	Fixed Point Representation, Floating Point Representation,	2	On board/ Interactive Panel
	Error Detection Codes.	1	On board/ Interactive Panel
	Computer Arithmetic: Addition,	1	On board/ Interactive Panel
	Subtraction,	1	On board/ Interactive Panel
	Multiplication	2	On board/ Interactive Panel
	Division Algorithms.	1	On board/ Interactive Panel
	Unit Test	1	Discussion

<b>UNIT-II</b>			
	Digital Logic Circuits and Components: Digital Computers, Logic Gates, Boolean Algebra,	1	PPT/ Interactive Panel
	Map Simplifications,	2	PPT/ Interactive Panel
	Combinational Circuits, Flip-Flops, Sequential Circuits,	1	PPT/ Interactive Panel
	Integrated Circuits, Decoders, Multiplexers.	2	PPT/ Interactive Panel
	Register Transfer: Register Transfer Language,	1	PPT/ Interactive Panel
	Bus and Memory Transfers,	1	PPT/ Interactive Panel
	Arithmetic, Logic, and Shift Micro-operations.	2	PPT/ Interactive Panel
	Summary, Conclusion & Queries	1	Discussion
	Unit Test	1	Discussion
<b>UNIT-III</b>			
	Basic Computer Organization and Design: Stored Program Organization and Instruction Codes,	2	PPT/ Interactive Panel
	Computer Registers.	1	PPT/ Interactive Panel
	Micro- programmed Control: Control Memory, Address Sequencing	2	PPT/ Interactive Panel
	Design of Control Unit.	1	PPT/ Interactive Panel
	Central Processing Unit: General Register Organization,	1	PPT/ Interactive Panel
	Stack Organization	1	PPT/ Interactive Panel
	Instruction Formats, RISC Computer.	1	PPT/ Interactive Panel
	Addressing Modes,	1	PPT/ Interactive Panel
	Summary, Conclusion & Queries	1	Discussion
	Unit Test	1	Discussion
<b>UNIT-IV</b>			
	Input-Output Organization: Peripheral Devices, Input-Output Interface	1	PPT/ Interactive Panel
	Asynchronous Data Transfer,	1	PPT/ Interactive Panel
	Modes of Transfer,	1	PPT/ Interactive Panel

Priority Interrupt, DMA,	2	PPT/ Interactive Panel
Serial Communication.	1	PPT/ Interactive Panel
Memory Hierarchy: Main Memory, Auxillary Memory,	1	PPT/ Interactive Panel
Associative Memory,	1	PPT/ Interactive Panel
Cache Memory, Virtual Memory	1	PPT/ Interactive Panel
Summary, conclusion & Queries	1	PPT/ Interactive Panel
Unit Test	1	Discussion
Complete Syllabus Test	1	Discussion

**Text Books:**

1. M. Moris Mano, "Computer Systems Architecture", 4<sup>th</sup> Edition, Pearson/PHI, ISBN:10:0131755633
2. William Stallings, "Computer Organization and Architecture", 6th Edition, Pearson/PHI, ISBN:10:0-13-609704-9.

**Govt. College Una  
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**MCA-6102 Database Management System**

<u>LESSON PLAN</u>			
<b>Course Number</b>	<b>MCA-6102</b>	Teacher Name : Love Jaswal	<b>Course Name : DBMS</b>
<b>Program</b>	<b>MCA</b>	Designation: Assistant Professor	<b>Year / Semester : Ist</b>
<b>Sesssion</b>	<b>Sept 2023-Dec 2023</b>	Department: MCA	

**COURSE OBJECTIVES:**

Students will be able to

1. Describe the basic concepts of database systems, ER modeling.
2. Comprehend the concepts of relational model, relational algebra and relational calculus.
3. Apply SQL queries to perform various operations on databases.
4. Apply the concepts of normalization and analyze the concept of transaction management in databases.

**COURSE OUTCOMES:**

At the end of the course, the students will develop ability to

1. Define the basic concepts of DBMS, Design entity relationship models.
2. Explain relational model, integrity constraints.
3. Apply SQL to insert, delete and retrieve data from databases.
4. Convert entity relationship diagrams into RDBMS and formulate SQL queries on respective data.
5. Apply normalization to remove anomalies from databases. Synthesize the concepts of transaction management, concurrency control and recovery.

S.No.	Topic of the Lecture	No. of Lectures	Teaching Methodology
<b>UNIT-I</b>			
	Database applications, File Vs. DBMS approach, Purpose of database systems,	1	PPT / Interactive Board
	Components of DBMS, Schemas and Instances,	1	PPT / Interactive Board
	Three-Schema Architecture and Data Independence,	1	PPT / Interactive Board
	Centralized and Client/Server Architectures. Data Models: Different Data Models,	2	PPT / Interactive Board
	Entity-relationship model, constraints, ER Diagrams,	2	PPT / Interactive Board
	ER Design issues, Weak entity sets, extended ER features,	2	PPT / Interactive Board
	Relational Model: Constraints, Relational Database Schemas, Update Operations and Dealing with Constraint	2	PPT / Interactive Board
	Summary, conclusion & Queries	1	PPT / Interactive Board

UNIT-II			
	Relational Algebra: set operation, Selection and projection, renaming	1	PPT / Interactive Board
	Joins, Division Relational Calculus: Tuple relational Calculus, Domain relational calculus.	2	PPT / Interactive Board
	Normalization: Functional Dependencies, Closer Method and Normalization, Types of Normalization.	2	PPT / Interactive Board
	SQL: DDL and DML; Constraints, Queries, Insert, Delete and Update Statements, DCL/TCL,	1	PPT / Interactive Board /Lab
	Implementation of GRANT, REVOKE, ROLLBACK, COMMIT, SAVEPOINT.	1	PPT / Interactive Board /Lab
	Implementation of aggregate functions, Views,	1	PPT / Interactive Board /Lab
	Stored Procedures and Functions	1	PPT / Interactive Board /Lab
	Database Triggers.	1	PPT / Interactive Board /Lab
	SQL Injection	1	PPT / Interactive Board /Lab
	Summary and Queries	1	Discussion
UNIT_III			
	Transaction Management and Concurrency Control: Concept of Transaction, Transaction State, Implementation of atomicity and durability,	2	PPT / Interactive Board
	Concurrent execution, Serializability, Recoverability, Implementation of Isolation, testing for Serializability.	2	PPT / Interactive Board
	Concurrency Control: Lock-based protocols,	2	PPT / Interactive Board
	Timestamp based protocols, Validation based protocol. Database security and recovery:	2	PPT / Interactive Board
	Database Security Requirements, Data Encryption,	1	PPT / Interactive Board
	Recovery and atomicity, Recovery with concurrent.	1	PPT / Interactive Board
	Summary and Queries	1	Discussion
UNIT-IV			
	Distributed Databases: Distributed Databases, Data Fragmentation, Replication and Allocation Techniques,	2	PPT / Interactive Board
	Semi Join, Homogeneous and Heterogeneous Databases, Distributed Data Storage, Distributed Transactions.	2	PPT / Interactive Board
	Enhanced Data Models: Temporal Database Concepts, Multimedia Databases, Deductive Databases	2	PPT / Interactive Board
	XML, and Internet Databases; Mobile Databases,	2	PPT / Interactive Board
	Geographic Information Systems, Genome Data Management,	1	PPT / Interactive Board
	Distributed Databases and Client-Server Architectures	1	PPT / Interactive Board
	Unit Test	1	Discussion

	Summary and queries	1	Discussion
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**TEXT BOOKS:**

1. Raghurama Krishnan, Johannes Gehrke “Data base Management Systems” TATAMcGrawHill 3rd Edition.
2. Silberschatz, Korth “Data base System Concepts” McGraw hill, V Edition.

**REFERENCE BOOKS:**

1. Peter Rob and Carlos Coronel “Data base Systems design, Implementation, and Management”7th Edition.
2. Elmasri Navrate “Fundamentals of Database Systems” Pearson Education

# Govt. College Una H.P.

## Department of B.Voc

### Teaching Plan

**Class: -B.VOC**

**Subject: - Business Leader/Multi-outlet Retailer**

**Note:** Assignments and class tests will be taken on monthly basis for internal assesment

<b>Units</b>	<b>Details of Topic</b>	<b>Methodology used</b>	<b>Time &amp; Duration</b>
<b>Unit 1:</b> RAS/Q0203 Business Leader/Multi-outlet Retailer	The individual needs to be physically fit to be able to fulfil tasks efficiently and be mentally balanced to be able to motivate self and team to deal with unexpected situations, if any. He/she should also have business accumen, distributed management skills, people management skills and sales and marketing skills and customer service skills.	Lecture/ PPT/ Videos	July (1weel)
<b>Unit 2:</b> RAS/N0205: Build relationship with vendors	Build and manage networks with vendors and dealers, Establish trust and confidence in vendors and partners complete documentation accurately. collate simple data when required. read information accurately. read and interpret data sheets	Lecture/ PPT/ Videos/ Field visits	August
<b>Unit 3:</b> RAS/N0207: Manage customer needs effectively through need identification and strong customer relationship	This OS describes the skills and knowledge required to enhance customer satisfaction through customer experience management. Enhance customer satisfaction by identifying and catering to their needs and desires, Building strong relationships and network	Lecture/ PPT/ Videos	September (4-weeks)
<b>Unit4:</b> RAS/N0209: Implement legal compliances, policies and procedures	This unit deals in sub tasks that lead to effective implementation of legal compliances, policies and procedures for managing a business. Awareness of self and team on legal compliance, different forms of contracts and agreements, legal aspects of financial transactions, quality norms and legal requirements with regards to sale of products and services	Lecture/ PPT/ Videos	October (4-Weeks)
<b>Units5:</b> RAS/N0211: Manage inventory and sales	Conduct market analysis to identify need and plan assortment/stocks accordingly	Lecture/ PPT/ Videos/ Field visits	November (1- Week)

<b>Unit6:</b> RAS/N0215: Manage financial operations	This unit is about understanding and implementation of financial activities critical to business. Maintain Profit and Loss Accounts and business accounting systems	Lecture/ PPT/ Videos/ Field visits	February
<b>Unit7:</b> RAS/N0216: Manage business operations	Compare and learn from existing similar businesses Develop short-term and long-term business plans Establish strategy and performance requirements Drive performance of the business Oversee and develop team members, with practicals	Lecture/ PPT/ Videos/ Field visits	March(4-weeks)
<b>Unit8:</b> RAS/N0217: Update self and team on products/services being offered by the business	Compare and learn from existing similar businesses Develop short-term and long-term business plans Establish strategy and performance requirements Drive performance of the business Oversee and develop team members	Lecture/ PPT/ Videos/ Field visits	April(4-weeks)
<b>Unit9:</b> RAS/N0218: Drive operational excellence	This unit deals in conducting business operations efficiently and effectively. analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action	Lecture/ PPT/ Videos/ Field visits	
<b>Unit10 :</b> RAS/N0219: Drive marketing activities and plan promotion strategies	This unit deals in activities that help in augmenting sales and profitability with the help of appropriate products, prices and promotions. Competition and market study. Collection and analysis of market information to aid in creating appropriate product and pricing policies Train staff on products/ services and processes relevant to business	Lecture/ PPT/ Videos/ Field visits	May
<b>Unit 11:</b> RAS/N0220: Perform manpower planning activity and impart training to staff	This unit deals in sub tasks that are about assessing, recruiting, training and retaining adequate and appropriate manpower. Assess manpower requirement and recruit suitable resources Train staff on products/ services and processes relevant to business Retain manpower	Lecture/ PPT/ Videos/ Field visits	
<b>Unit12:</b> RAS/N0221: Manage team through demonstration of leadership skills	This unit deals in sub tasks that are about leadership skills to ensure effective team management. Lead team by communicating team objectives Display creativity and innovation for sustenance and business growth	Lecture/ PPT/ Videos/ Field visits	

**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of March for which date sheet will be notified separately.

Tanu thakur  
(Vocational trainer in B.Voc)

Principal  
Govt. College Una H.P.

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**BA – 1 st Year DSC-1A Core Course Code: Introduction to Sociology (DSC-1A)**  
 Course code: SOCL-A 101  
**Course: Sociology**

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Sociology: Meaning and definitions, Emergence of sociology	3-4	5-6
		-	-
<b>August</b>	Scope and Subject Matter of Sociology, Significance of Sociology	3-4	
			5-6
<b>September</b>	Basic Concepts of sociology		
		3-4	
			5-6
<b>October</b>	Society and its types, Meaning and its characteristics, Meaning of community and its characteristics	3-4	
			5-6
<b>November</b>	Society and community , emergence of society and community	3-4	5-6
		-	-
<b>December</b>	Status and Role , Meaning , characteristics and relationship	3-4	5-6
<b>February</b>	Sociological concepts: Socialization, Culture	3-4	5-6
<b>March</b>	Social change and social groups, Meaning types and characteristics	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**BA1 Year Core Course: DSC-2A Code: SOCL-A 102**  
**SOCIETY IN INDIA**

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	India as a plural society, Meaning and characteristics of plural society	3-4	5-6
		-	-
<b>August</b>	Indian Society: Traditional Basis of Indian Society	3-4	
			5-6
<b>September</b>	Indian Society ;Diversity and unity in Indian Society, Factors effecting unity of India, Benefits of Diversity in India		
		3-4	
			5-6
<b>October</b>	Social Institutions: Caste its meaning , Emergence and types Class ,meaning, characteristics Concept of class in India , types of classes	3-4	
			5-6
<b>November</b>	Tribe, Family , Marriage and Kinship: Its Meaning and Characteristics	3-4	5-6
		-	-
<b>December</b>	Identities and Change :Dalit’s Movement ,Issues ,causes and consequences Women’s Movements (Issues, causes and consequences)	3-4	5-6
<b>February</b>	Causes of Social Movements, Factors effecting social movements, Policies and Programmes for upliftment of Dalits and women	3-4	5-6
<b>March</b>	Challenges to state and society : Communalism, Secularism and Casteism Meaning , Causes and Remedies	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
 BA 2<sup>nd</sup> Year Core Course: DSC-1C Code: SOCL-A 201  
 SOCIOLOGICAL THEORIES

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	August Comte: (i) Law of Three Stages (ii) Hierarchy of Sciences	3-4	5-6
		-	-
<b>August</b>	Role of the Father of Sociology in development of sociology as a science, Comparative method of sociology	3-4	
			5-6
<b>September</b>	Karl Marx: (i). Dialectical Materialism; Materialistic Interpretation of History (ii). Class and Class Struggle		
		3-4	
			5-6
<b>October</b>	Class consciousness, class antagonism, theory of surplus value	3-4	
			5-6
<b>November</b>	Max Weber: (i). Social Action (Meaning, Characteristics and Types) (ii). Power and Authority	3-4	5-6
		-	-
<b>December</b>	Max weber : the methodology of Verstehn in sociology, Subjectivity	3-4	5-6
<b>February</b>	Emile Durkheim: (i). Theory of Religion (Meaning, Beliefs, Rituals, Sacred, Profane, Totemism and Function	3-4	5-6
<b>March</b>	Social Solidarity (Meaning, Characteristics and Types of solidarity , types of societies, Mechanical and organic solidarity	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**BA 2<sup>nd</sup> Year Core Course: DSC-2C Code: SOCL-A 202**  
**METHODS OF SOCIOLOGICAL ENQUIRY**

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Logic of Social Research: (i) Meaning, Steps and Types of Social Research,	3-4	5-6
		-	-
<b>August</b>	Inductive and Deductive methods of social enquiry, Quantitative and Qualitative methods	3-4	
			5-6
<b>September</b>	Objectivity and Subjectivity in Social Research.		
		3-4	
			5-6
<b>October</b>	Methodological Perspectives: (i)Scientific Method (ii) Comparative Method; Case Study Method	3-4	
			5-6
<b>November</b>	Scientific methods its merits and demerits , Merits and demerits of comparative and case study	3-4	5-6
		-	-
<b>December</b>	Modes of Enquiry: (i) Theory and Research (ii) Theory and Fact	3-4	5-6
<b>February</b>	Tools of Data Collection: (i) Observation and Interview Method (ii) Interview Schedule and Questionnaire	3-4	5-6
<b>March</b>	Merits and Demerits of observation method and Interview methods , Difference in between Interview schedule and Questionnaire	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**BA 2<sup>nd</sup> Year SEC-1 Code: SOCL-A 203**  
**TECHNIQUES OF SOCIAL RESEARCH**

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Research Design: (i) Meaning, Characteristics, Types and Need of Research Design	3-4	5-6
		-	-
<b>August</b>	Scope of various forms of research design in social sciences	3-4	
			5-6
<b>September</b>	Hypothesis (Meaning, Characteristics and Types)	3-4	
			5-6
<b>October</b>	Formation of Hypothesis, Characteristics of good hypothesis	3-4	
			5-6
<b>November</b>	Data Collection: (i) Primary and Secondary Sources of Data Collection (ii) Sampling (Meaning, Characteristics and Types)	3-4	5-6
		-	-
<b>December</b>	Tools of data collection, Sources of primary data , sources of secondary data, Various methods of sampling	3-4	5-6
<b>February</b>	Data Analysis: (i) Coding and Tabulation (ii) Analysis and Interpretation of Data	3-4	5-6
<b>March</b>	Statistical Analysis: (i) Measures of Central Tendency: Mean, Median and Mode (ii) Measures of Dispersion: Standard Deviation	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

BA 2<sup>nd</sup> Year SEC-2Code: SOCL-A 204

**SOCIOLOGY OF ENVIRONMENT**

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Concept and Meaning: (i). Environment and Society (ii). Need and Importance of Sociology of Environment	3-4	5-6
		-	-
<b>August</b>	Importance of environmental studies in present context	3-4	
			5-6
<b>September</b>	Environment and Resources: (i). Environment and Natural Resources (ii). Ecology, Ecosystem and Society	3-4	
			5-6
<b>October</b>	Development and Environment: (i). Industrialization, Urbanization and Environmental Degradation	3-4	
			5-6
<b>November</b>	Depletion of Natural Resources and Pollution - Air, Water and Soil	3-4	5-6
		-	-
<b>December</b>	Causes and Consequences of depletion of natural resources	3-4	5-6
<b>February</b>	Contemporary Environmental Concerns: (i). Deforestation and Ecological Crises	3-4	5-6
<b>March</b>	Global Warming and Climate Change; Construction of Dams and its Impacts	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

BA 3<sup>rd</sup> Year Skill Enhancement Course (SEC-3)

Code: SOCL-A 301 Course: Social Demography

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Social Demography: (i). Meaning, Nature and Development of Social Demography (ii). Scope and Importance of Social Demography	3-4	5-6
		-	-
<b>August</b>	Phases of development of demography, Social Demographic research	3-4	
			5-6
<b>September</b>	Demographic Processes: (i). Fertility (Meaning and Causes) (ii). Mortality (Meaning and Causes); Migration (Meaning and Types)	3-4	
			5-6
<b>October</b>	Factors effecting Demographic processes, Causes of Migration, Consequences of Migration,	3-4	
			5-6
<b>November</b>	Positive and negative factors which effects the process of migration, Push and Pull Factors and its role in Migration Process	3-4	5-6
		-	-
<b>December</b>	Population Theories: (i). Malthusian Theory of Population (ii). Theory of Demographic Transition; Theory of Optimum Population	3-4	5-6
<b>February</b>	Population Growth and its Impact: (i). Economic Poverty and Unemployment) and Social (Housing and Slums) Consequences	3-4	5-6
<b>March</b>	Environment (Pollution and Depletion of Resources); Population Policy in India to control pollution, Pre Independent and Post Independent Policies and its effects	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

BA-3 rd Year Skill Enhancement Course SEC-04 Code: SOCL-A 302

Course: Theory and Practice of Development

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Development: (i) Meaning, Characteristics and Dimensions of Development (ii) Social Change and Social Progress	3-4	5-6
		-	-
<b>August</b>	Characteristics of Social Change, Factors Responsible for social Change in India	3-4	
			5-6
<b>September</b>	Recent Trends in Development: (i) Global Inequalities in Development (Developed, Developing and Under Developed Nations)	3-4	
			5-6
<b>October</b>	(ii) Human Development Theory: Growth vs Development	3-4	
			5-6
<b>November</b>	Post Development Theory: (i) Gender and Development (GAD); Public Private Partnership (PPP)	3-4	5-6
		-	-
<b>December</b>	(ii) Participatory Development and Role of PRIs, Establishment of PRIs in India and its Effect	3-4	5-6
<b>February</b>	Sustainable Development: (i) Meaning, Characteristics and Strategies of Sustainable Development	3-4	5-6
<b>March</b>	(ii) Environmental Discourse (Ecology, Ecosystem and Society); UN Earth Charter 1992	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
 BA-3 rd Year Discipline Specific Electives DSE-1A Option-2 Code: SOCL-A 304

Course: Marriage, Family and Kinship

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Kinship: (i). Meaning, Degree and Types of Kinship (ii). Descent and Alliance	3-4	5-6
		-	-
<b>August</b>	Primary , Secondary and Tertiary kinship, Consanguinous and Conjugal Kinship	3-4	
			5-6
<b>September</b>	Marriage: (i). Meaning, Characteristics and Significance of Marriage (ii). Types of Marriage		
		3-4	
			5-6
<b>October</b>	Marriage in Hindus, Marriage in Muslims Rules of Marriage in North and South	3-4	
			5-6
<b>November</b>	III Family and Household: (i). Meaning, Characteristics and Types of Family	3-4	5-6
		-	-
<b>December</b>	Family and Household; Reimagining Family (Changing Structures)	3-4	5-6
<b>February</b>	Contemporary Issues in Marriage, Family and Kinship: (i) Emerging Family and Marriage Patterns in India	3-4	5-6
<b>March</b>	Terms and Usages of Kinship and New Trends in Kinship	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

Discipline Specific Electives DSE-2A Option-1 Code: SOCL-A 305

Course: Social Stratification

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Social Stratification: (i) Meaning, Characteristics and Basis of Social Stratification	3-4	5-6
		-	-
<b>August</b>	Social Differentiation, Social Inequality and Hierarchy, Basis of Social Stratification and differentiation	3-4	
			5-6
<b>September</b>	Forms of Social Stratification: (i) Race and Ethnicity (ii) Caste, Class and Gender III Approaches of Social Stratification	3-4	
			5-6
<b>October</b>	Karl Marx; Max Weber (ii)Talcott Parsons; Conflict approach on social stratification	3-4	
			5-6
<b>November</b>	Kingsley Davis and Wilbert E. Moore Perspectives on Stratification	3-4	5-6
		-	-
<b>December</b>	Social Mobility: (i) Meaning, Characteristics and Factors of Social Mobility	3-4	5-6
<b>February</b>	Types of Social Mobility (Horizontal and Vertical	3-4	5-6
<b>March</b>	Upward and downward mobility Intergenerational and Intra generational mobility	3-4	
			5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**  
BA-3 rd Year Generic Elective-1 Code: SOCL-A 307

Course: Polity and Society in India

<b>Month</b>	<b>Topic</b>	<b>Assignment</b>	<b>Presentation</b>
<b>July</b>	Political Sociology: (i) Meaning, Nature and Characteristics of Political Sociology	3-4	5-6
		-	-
<b>August</b>	Emergence of subject as Political Sociology In India, Importance of Political Sociology as a Subject	3-4	
			5-6
<b>September</b>	Scope and Significance of Political Sociology, Relation of Political Sociology with other social sciences	3-4	
			5-6
<b>October</b>	Voting Behavior in India , Caste , religion and ethnicity as elements effecting the political behavior in India	3-4	
			5-6
<b>November</b>	Political Identities: (i) Caste as a Factor of Political Identity (ii) Religion and Ethnicity as Factors of Political Identity	3-4	5-6
		-	-
<b>December</b>	Role of caste in Political processes, Role of Religion and Ethnicity in Social Processes	3-4	5-6
<b>February</b>	Political Processes: (i) Democracy and Bureaucracy (ii) Power and Authority	3-4	5-6
<b>March</b>	Protest and Resistance in Indian Politics: (i) Pressure and Interest Groups (ii) Farmers, Women and Dalit Movements	3-4	
			5-6

## MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24

BA- 3 rd Year Generic Elective- 02 Code: SOCL-A 308

Course: Economy and Society

Month	Topic	Assignment	Presentation
<b>July</b>	Economic Sociology: Scope of economic sociology	3-4	5-6
	Subject Matter of Economic Sociology	-	-
<b>August</b>	Emergence of Economic Sociology, Development of Economic Sociology and its relationship with other Social Sciences	3-4	
			5-6
<b>September</b>	Sociology of Economic Life (ii) Sociological Aspects of Economic Processes		
		3-4	
			5-6
<b>October</b>	Modes of Production: (i) Domestic and Peasants (ii) Capitalist and Socialist	3-4	
			5-6
<b>November</b>	Contemporary Issues: (i) Globalization: Meaning, Characteristics and its Impact on Society	3-4	5-6
		-	-
<b>December</b>	Development: Meaning and Indicators of Development; Global Trends of Development	3-4	5-6
<b>February</b>	New Economic Sociology: (i) Post Industrial Society; Information, Communication, Technology and Society	3-4	5-6
<b>March</b>	Social Security and Alienation	3-4	
			5-6









## Unit wise lesson plan

**SUBJECT NAME: Management of Banking Operations (MBA-313)**

**Class :-MBA 3<sup>rd</sup> Semester**

**Name of Teacher:- Ms. Aarushi Sharma**

**Total Lecture:-45**

<i>S.no.</i>	<i>Unit &amp; objectives</i>	<i>No.of lecture hours</i>	<i>Teaching methodology</i>	<i>Evaluation</i>
<b>Unit -1</b>	<b>Evolution of modern commercial banking in India</b>		<b>Lecture using videos examples and discussions</b>	<b>Question and answer sessions</b>
	Basic concepts;	2	Lecture & discussion	Question and answer sessions
	Banking structure- banking consolidation	1	Lecture & discussion	Question and answer sessions
	Banking sector reforms in India.	2	Lecture & discussion	Question and answer sessions
	Role of banking in Economic Development	1	Lecture & discussion	Question and answer sessions
	Role of RBI.	2	Lecture & discussion	Question and answer sessions
	Sources of bank funds: Deposit products- Types of Bank Deposits, The Fee based services	2	Discussion	Question and answer sessions
	Letter of credit, Bank Guarantees, Subsidiary Services, Off Balance Sheet activities, Bank assurance	3	Discussion	Question and answer sessions
<b>UNIT-2</b>	<b>Non Performing Assets, Capital Adequacy ratio, New Forms of Banking</b>		<b>Lecture, videos, examples and discussions</b>	<b>Question and answer sessions</b>
	Prudential norms for asset classification and provisioning Management of capital	3	Lecture & discussion	Question and answer sessions

	funds:			
	Capital Adequacy ratio - The New Basel Accord-Implication for Banks	3	Lecture & discussion	Question and answer sessions
	Wholesale and Retail Banking, Universal and Narrow banking, Corporate Banking, Off shore Banking and Multi National banking.	2	Lecture & discussion	Question and answer sessions

<b>Unit -3</b>	<b>Anti money laundering &amp; Risk Management in Banks</b>		<b>Lecture, videos, examples and discussions</b>	<b>Group work</b>
	<b>Anti money laundering:</b> Concept, Its need and KYC norms.	1	Lecture & discussion	Group work
	<b>Risk Management in Banks:</b> Basic concepts, Need/purpose, process, different types of risk sin banks- operational, Liquidity, Credit risk, capital risk, Interest rate risk and systematic risk. Asset- Liability Management.	2	Lecture & discussion	Group work
<b>Unit- 4</b>	<b>Service Quality Metrics Electronic Banking:</b>		<b>Lecture,videos, examples and discussions</b>	<b>Group Assignments</b>
	Core factors, Role and process of capability of Managing services,	1	Lecture & discussion	Group Assignments
	Importance of six sigma in banks,	1	Lecture & discussion	Group Assignments
	Customer Relationship Management.	1	Lecture & discussion	Group Assignments

	<p>Concepts, Internet/Phone/Mobile Banking- Benefits, concerns, E-payment and settlement system: Plastic cards, EFT, NEFT, RTGS, MICR, Cheque Truncation and ATM. Social Banking, Priority sector lending, Genesis of Microfinance</p>	<p>4</p>	<p>Lecture &amp; discussion</p>	<p>Group Assignments</p>
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## LESSON PLAN HOURLY WISE

**SUBJECT NAME: Managerial economics (MBA 6102)**

**Class :-MBA 1<sup>st</sup> Semester**

**Name of Teacher :- Ms. Aarushi Sharma**

**Total Lecture :-60**

**OBJECTIVE:** To familiarize the students with the basic theories, concepts, methodologies and terminologies used in economics and to understand its applications in modern business ventures.

SL.NO	UNIT AND OBJECTIVES	NO.OF LECTURE HOURS	METHODOLGY/ INSTRUCTIONAL TECHNIQUES	EVALUATION/ LEARNING CONFIRMATIO N
Unit 1	<b>Introduction to economics : to familiarize students with basic concepts of managerial economics</b>			
1.	Concept of managerial economics, difference between managerial economics and economics,	6	Lecture	Questions and answers
2.	nature and scope of managerial economics Difference between micro and macro economics	6	Lecture	Questions and answers
Unit 2	<b>Demand analysis and demand forecasting : to familiarize students with demand function</b>			
1.	Concept of demand ,law of demand ,; determinants of demand	2	Lecture, graphical representations and illustrations	Questions and answers
	properties of demand curve ,types of demand curves	3	Lecture, graphical representations and illustrations	
2.	Elasticity of demand –price ,income and cross elasticity ;	3	Lecture and numerical problems to be solved	Questions and answers; problems to be solved
	degrees and measurement of elasticity of demand curves	2	Lecture, graphical representations and illustrations	
3.	Demand forecasting: meaning and methods	3	Lecture	Questions and answers
Unit 3	<b>Production and cost analysis : to familiarize students with the production function and its applications</b>			

1.	Concept of production function, law of variable proportions , law of diminishing marginal utility ,stages of production	3	Lecture and illustrations	Questions and answers
2.	Concept of Cost, Short Run and long Run Cost Curves, Relationship among Various Costs	2	Lecture and illustrations	Questions and answers
3.	Break Even Analysis	1	Lecture and illustrations	Questions and answers
4.	Revenue Curves, Concept and Types	1	Lecture and illustrations	Questions and answers
5.	Pricing in Various Markets : Perfect Competition, Monopoly, Monopolistic Competition and Oligopoly.	5	Lecture and illustrations	Questions and answers
<b>Unit 4 :</b>	<b>Macroeconomic indicators for business operations</b>			
1.	National income : concept and Methods, Limitations	3	Lecture ,graphical representations , illustrations	Questions and answers
2.	Inflation : meaning, Types, causes , and Theories	3	Lecture ,graphical representations , illustrations	Questions and answers
3.	Balance Of Payment	3	Lecture ,graphical representations , illustrations	Questions and answers
4.	Monetary and Fiscal Policies	3	Lecture ,graphical representations , illustrations	Questions and answers





# Unit wise lesson plan

**SUBJECT NAME: Marketing Management (MBA 6105)**

**Class :-MBA 1<sup>st</sup> Semester**

**Name of Teacher:- Ms. Aarushi Sharma**

**Total Lecture:-60**

<i>S.no.</i>	<i>Unit &amp; objectives</i>	<i>No.of lecture hours</i>	<i>Teaching methodology</i>	<i>Evaluation</i>
<b>Unit -1</b>	<b>Introduction and Marketing Environment</b> To understand and importance functions and basics of a market.		<b>Lecture using videos examples and discussions</b>	<b>Question and answer sessions</b>
	definition, scope and importance of marketing,	2	Lecture & discussion	
	Marketing Concepts and Evolution	1	Lecture & discussion	
	Market analysis and selection Factors influencing buyer Behavior Buying Decision Process	2	Lecture & discussion	
	Marketing environment: meaning, analyzing the needs & trends In the micro & macro environment	3	Lecture & discussion	
	Marketing mix The Elements of marketing mix, monitoring and responding to Environmental change	3	Lecture & discussion	
	Revision and doubts	1	Discussion	
<b>Unit-2</b>	<b>Market Segments and Consumer Behavior Analysis</b> To familiarize the students with the different segments in the market		<b>Lecture, videos, examples and discussions</b>	<b>Group assignments and tests</b>

	Market Segmentation	1	Lecture & discussion	
	Bases for segmenting consumer markets	1	Lecture & discussion	
	Approaches to segmentation	1	Lecture & discussion	
	Target marketing	1	Lecture & discussion	
	Product positioning	1	Lecture & discussion	
	Market targeting strategies Positioning	1	Lecture & discussion	
	Undifferentiated marketing Concentrated marketing.	1	Lecture & discussion	
	Marketing Research Process	2	Lecture & discussion	
	Marketing organization and control	3	Lecture & discussion	
	Revision and Doubts	1	Lecture & discussion	

<b>Unit -3</b>	<b>Product Strategy and Price Strategy:</b> To understand the essentials of pricing, branding and its strategies.		<b>Lecture, videos, examples and discussions</b>	<b>Group work</b>
	Introduction- Product differentiation Product mix	1	Lecture & discussion	
	Product life cycle strategies and life cycle Extension	2	Lecture & discussion	
	New product development process	1	Lecture & discussion	
	Product line Analysis & Line modernization	1	Lecture & discussion	

	Branding Building an identity	1	Lecture & discussion	
	Repositioning Packaging and labelling	1	Lecture & discussion	
	Pricing objectives and importance	1	Lecture & discussion	
	Factors influencing price Pricing	1	Lecture & discussion	
	Methods/Strategies Product mix pricing	2	Lecture & discussion	
	<b>Promotion Strategy:</b> To understand the various methods of promotion and what advertising stands for in a market place.		<b>Lecture, videos, examples and discussions</b>	<b>Group Assignments</b>
	Elements of Promotion Mix	1	Lecture & discussion	
	Sales Promotion Tools to consumers and dealers	1	Lecture & discussion	
	meaning, nature and functions; limitations	1	Lecture & discussion	
	Sales promotion schemes Sample, coupon, price off premium plan, consumer contests and sweep stakes	2	Lecture & discussion	
	POP displays Demonstration trade fairs and exhibitions	1	Lecture & discussion	
	Role and importance of Advertising, functions of advertising; advertising media and its types	1	Lecture & discussion	
	Relative merits and demerits Agency, Personal selling and sales force management.	1	Lecture & discussion	
<b>Unit -4</b>	<b>Distribution Strategy</b> To familiarize the students with the various channels of distribution		<b>Lecture, videos, examples and discussions</b>	<b>Group Work</b>

	Marketing channel system Traditional and modern Factors affecting choice of channel	1	Lecture & discussion	
	Retail formats supermarkets, hyper markets, chain stores, department stores, discount stores, margin free markets, electronic retailing.	2	Lecture & discussion	
	Upcoming trends in Retail Management.	1	Lecture & discussion	
	<b>Module 6: Recent Trends in</b> To understand the most recent trends in marketing		<b>Lecture , videos examples and discussions</b>	<b>Group Work</b>
	Social Ethical and Legal Aspects of Marketing	2	Lecture & discussion	
	Marketing of services	1	Lecture & discussion	
	International Marketing	1	Lecture & discussion	
	Green, Cyber and Relationship marketing	2	Lecture & discussion	



# LESSON PLAN

**Name of the Teacher: Ms. Shamli Sharma**

**Name of the Subject: Business Law and Environment**

**Subject Code: MBA-6106**

**Total Lecture: 60**

**Unit I: Contract Act, 1872 (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	Introduction to Contract Law	50 Minutes	LED Panels, handouts	Group discussion on contract scenarios.
2	Formation of Valid Contracts	50 Minutes	LED Panel, PPT	Contract drafting exercise.
3-4	Damages for breach of a contract, Quasi contracts	50 Minutes	LED Panels, handouts	Group discussion
5-6	Contract of Indemnity	50 Minutes	LED Panel, PPT	Group Discussion Group Discussion
7	Contract of Guarantee	50 Minutes	LED Panels, handouts	Group discussion
8	Bailment and Pledge	50 Minutes	LED Panel, PPT	Case Study
9	Sales of Good Act, 1930: Meaning and its essentials,	50 Minutes	LED Panels, handouts	Group discussion.
10	Cavet Emptor	50 Minutes	LED Panel, PPT	Case Study Group discussion
11	Partnership Act, 1932: Definition of Partnership and its essentials,	50 Minutes	LED Panels, PPT, handouts	Group discussion.
12	Rights and Duties of Partners:	50 Minutes	LED Panel, PPT	Drafting exercise. Group discussion
13	Types of Partners, Minor as a partner	50 Minutes	LED Panels, handouts	Group discussion
13	Doctrine of Implied Authority	50 Minutes	LED Panel, PPT	Contract drafting exercise. Group discussion
14	Registration of Firms	50 Minutes	LED Panels, PPT	Group discussion

15	Dissolution of Firms	50 Minutes	LED Panel, handouts	Case study analysis on firm dissolution.
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**Unit II : Negotiable Instrument Act, 1881, Companies Act, 2013 & The Information Technology Act, 2000 (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	Negotiable Instrument Act, 1881: Definition and characteristics	50 Minutes	LED Panels, handouts	Group discussion
2	Kinds of negotiable instruments	50 Minutes	LED Panels	Group Discussion
3-4	Promissory Note	50 Minutes	LED Panels, PPT	Group discussion
5-6	Bill of Exchange and Cheques, Crossing of Cheques, Bouncing of Cheques.	50 Minutes	LED Panels, PPT	Role Play
7	Companies Act, 2013: Nature and Definition of a Company	50 Minutes	LED Panels, PPT	Group discussion
8	Bailment and Pledge	50 Minutes	LED Panels, PPT	Case Study
9	Memorandum of Association	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Articles of Association	50 Minutes	LED Panels, PPT	Group discussion
11	Prospectus	50 Minutes	LED Panels, PPT	Group discussion
12	Winding up of the Company.	50 Minutes	LED Panels, PPT	Group discussion
13	Consumer Protection Act, 2019: Aims and Objects of the Act,	50 Minutes	LED Panels, PPT	Group discussion
13	Redressal Machinery under the act, Procedure for complaints	50 Minutes	LED Panels, PPT	Group discussion
14	Remedies, Appeals, Enforcement of orders and Penalties	50 Minutes	LED Panels, PPT	Group discussion
15	The Information Technology Act, 2000.	50 Minutes	LED Panels, handouts	Case study analysis

**Unit III Environment (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	Environmental Scanning: Different Aspects of Business Environment	50 Minutes	LED Panels, handouts	Group discussion
2	Salient features of Economic Systems	50 Minutes	LED Panels	Group discussion
3-4	Damages for breach of a contract, Quasi contracts	50 Minutes	LED Panels, PPT	Group discussion
5-6	Capitalist system/Market economy	50 Minutes	LED Panels, PPT	Group discussion
7	Socialist system	50 Minutes	LED Panels, PPT	Group discussion
8	Mixed Economy	50 Minutes	LED Panels, PPT	Case Study
9	Micro and Macro Environment	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Monetary Policy	50 Minutes	LED Panels, PPT	Group discussion
11	Fiscal Policies	50 Minutes	LED Panels, PPT	Group discussion
12	Industrial Policy	50 Minutes	LED Panels, PPT	Group discussion
13	EXIM Policy	50 Minutes	LED Panels, PPT	Group discussion
13	FEMA (Foreign Exchange Management Act)	50 Minutes	LED Panels, PPT	Group discussion
14	Control of Foreign Direct Investment	50 Minutes	LED Panels, PPT	Group discussion
15	Role of WTO, IMF and World Bank in global economic development.	50 Minutes	LED Panels, handouts	Case study analysis

**Unit IV: LPG and Consumer Protection (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1-2	Liberalization, Privatization and Globalization (LPG)	50 Minutes	LED Panels, handouts	Group discussion

3-4	Liberalization and impact on business growth	50 Minutes	LED Panels	Case Study
5-6	Aspect of Privatization	50 Minutes	LED Panels, PPT	Group discussion
7-8	impact on business development	50 Minutes	LED Panels, PPT	Group discussion
9	Globalization and its effect on Indian business	50 Minutes	LED Panels, PPT	Group discussion
10-11	Enhanced opportunities and Threats of Globalization.	50 Minutes	LED Panels, PPT	Case Study
12	Law of Consumer Protection	50 Minutes	LED Panels, PPT, handouts	Group discussion
13-14	Law of Environment Protection Act 1986	50 Minutes	LED Panels, PPT	Group discussion
15	Social Responsibility of Business	50 Minutes	LED Panels, PPT	Group discussion

# LESSON PLAN

Name of the Teacher: Ms. Nisha Sharma

Name of the Subject: Fundamental of Management and Organisational Behaviour

Subject Code: MBA-6101

Total Lecture: 60

Unit I: Management & Its Functions (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Management: Concept, Nature, Importance	50 Minutes	LED Panels, handouts	Group discussion
2	Management: Art and Science, Management Vs. Administration	50 Minutes	LED Panel, PPT	Group discussion
3-4	Management Skills, Levels of Management	50 Minutes	LED Panels, handouts	Group discussion
5-6	Taylor and Scientific Management, Fayol's Administrative Management	50 Minutes	LED Panel, PPT	Group Discussion Group Discussion
7	Hawthorne Experiments and Human Relations	50 Minutes	LED Panels, handouts	Group discussion
8	Introduction to Functions of Management	50 Minutes	LED Panel, PPT	Group discussion
9	Planning: Nature, Scope, Objectives and Significance	50 Minutes	LED Panels, handouts	Group discussion.
10	Types of Planning, Process of Planning	50 Minutes	LED Panel, PPT	Case Study Group discussion
11	Organizing: Concept, Organisation Theories, Forms of Organisational Structure	50 Minutes	LED Panels, PPT, handouts	Group discussion.
12	Departmentation	50 Minutes	LED Panel, PPT	Group discussion
13	Span of Control	50 Minutes	LED Panels, handouts	Group discussion
13	Delegation of Authority	50 Minutes	LED Panel, PPT	Group discussion
14	Authority & Responsibility	50 Minutes	LED Panels, PPT	Group discussion
15	Organizational Design	50 Minutes	LED Panel, handouts	Case study analysis on OD.

**Unit II : Staffing, Directing & Controlling (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	Staffing: Concept, System Approach	50 Minutes	LED Panels, handouts	Group discussion
2	Manpower Planning,	50 Minutes	LED Panels	Group Discussion
3-4	Job Design	50 Minutes	LED Panels, PPT	Group discussion
5-6	Recruitment	50 Minutes	LED Panels, PPT	Role Play
7	Selection	50 Minutes	LED Panels, PPT	Group discussion
8	Training & Development	50 Minutes	LED Panels, PPT	Group discussion
9	Performance Appraisal	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Directing: Concept	50 Minutes	LED Panels, PPT	Group discussion
11	Direction and Supervision	50 Minutes	LED Panels, PPT	Group discussion
12	Job Enrichment	50 Minutes	LED Panels, PPT	Group discussion
13	Morale Building	50 Minutes	LED Panels, PPT	Group discussion
13	Controlling: Concept	50 Minutes	LED Panels, PPT	Group discussion
14	Controlling Process	50 Minutes	LED Panels, PPT	Group discussion
15	Types of Control	50 Minutes	LED Panels, handouts	Case study analysis

**Unit III Organisational Behaviour (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	Introduction of OB: Concept, Nature	50 Minutes	LED Panels, handouts	Group discussion
2	OB Characteristics	50 Minutes	LED Panels	Group discussion
3-4	Conceptual Foundations of OB & Its Importance	50 Minutes	LED Panels, PPT	Group discussion
5-6	Models of Organizational Behaviour	50 Minutes	LED Panels, PPT	Group discussion

7	Perception and Attribution: Concept	50 Minutes	LED Panels, PPT	Group discussion
8	Nature	50 Minutes	LED Panels, PPT	Case Study
9	Process	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Importance	50 Minutes	LED Panels, PPT	Group discussion
11	Management and Behavioural Applications of Perception	50 Minutes	LED Panels, PPT	Group discussion
12	Personality: Concept, Nature	50 Minutes	LED Panels, PPT	Group discussion
13	Types of Personality	50 Minutes	LED Panels, PPT	Group discussion
13	Theories of Personality Shaping	50 Minutes	LED Panels, PPT	Group discussion
14	Personality Attitude	50 Minutes	LED Panels, PPT	Group discussion
15	Job Satisfaction	50 Minutes	LED Panels, handouts	Case study analysis

#### Unit IV: Learning, Conflict, Group Dynamics & Motivation (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1-2	Learning: Concept and Theories of Learning.	50 Minutes	LED Panels, handouts	Group discussion
3-4	Conflict: Concept, Sources, Types, Process	50 Minutes	LED Panels	Case Study
5-6	Group Dynamics: Definition, Stages of Group Development	50 Minutes	LED Panels, PPT	Group discussion
7-8	Group Cohesiveness, Formal and Informal Groups	50 Minutes	LED Panels, PPT	Group discussion
9	Group Processes and Decision Making	50 Minutes	LED Panels, PPT	Group discussion
10	Dysfunctional Groups	50 Minutes	LED Panels, PPT	Case Study
11-12	Motivation: Theories of Motivation	50 Minutes	LED Panels, PPT, handouts	Group discussion
13-14	Leadership: Styles of leadership	50 Minutes	LED Panels, PPT	Group discussion
15	Skill Development	50 Minutes	LED Panels, PPT	Group discussion

# LESSON PLAN

Name of the Teacher: Ms. Nisha Sharma

Name of the Subject: **INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY**

Subject Code: **MBA-333**

Total Lecture: 45

**Unit I: Introduction to Industrial Psychology & Personnel Tests (10 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	<b>Introduction to Industrial Psychology:</b> Meaning, Concept, Nature, Scope & Importance	50 Minutes	LED Panels, handouts	Group discussion
2	Problems of industrial psychology	50 Minutes	LED Panel, PPT	Group discussion
3-4	Psychological testing: Utility, Reliability, and Validity. Individual Differences & their evaluation	50 Minutes	LED Panels, handouts	Group discussion
5-6	Occupational Information and its importance in Industrial Psychology	50 Minutes	LED Panel, PPT	Group Discussion Group Discussion
7	<b>Personnel Tests-</b> Purposes & Uses of Tests for Placement, Promotion etc.	50 Minutes	LED Panels, handouts	Group discussion
8	Validity of Tests, types of Tests and their efficiency	50 Minutes	LED Panel, PPT	Group discussion
9	Tests on the basis of intelligence personality and interests	50 Minutes	LED Panels, handouts	Group discussion.
10	limitation of psychological tests	50 Minutes	LED Panel, PPT	Group discussion

**Unit II Human Engineering, Fatigue & Accident Prevention (10 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	<b>Human Engineering:</b> Introduction, Time Study	50 Minutes	LED Panels, handouts	Group discussion

2-3	Motion study, work study	50 Minutes	LED Panels	Group Discussion
4	Hawthorne Study	50 Minutes	LED Panels, PPT	Group discussion
5-6	<b>Fatigue</b> : Nature, environmental condition effecting Fatigue	50 Minutes	LED Panels, PPT	Group discussion
7	fatigue reduction, monotony, boredom	50 Minutes	LED Panels, PPT	Group discussion
8	<b>Accident Prevention</b> : Introduction	50 Minutes	LED Panels, PPT	Case Study
9	causes of accidents	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Industrial safety programmes	50 Minutes	LED Panels, PPT	Group discussion

**Unit III Organizational Stress, Motivation at work, Attitudes & Psychological and Social Issues (14 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1	<b>Organizational Stress:</b> Causes and effects	50 Minutes	LED Panels, handouts	Group discussion
2	Coping with stress	50 Minutes	LED Panels	Group discussion
3-5	<b>Motivation at work:</b> Fundamentals, Financial& Non-Financial aspects	50 Minutes	LED Panels, PPT	Group discussion
6-8	<b>Attitudes:</b> Introduction, components	50 Minutes	LED Panels, PPT	Group discussion
9	Methods of measuring attitudes	50 Minutes	LED Panels, PPT	Group discussion
10	<b>Psychological and Social Issues:</b> Job Simplification	50 Minutes	LED Panels, PPT	Group discussion
11	Boredom	50 Minutes	LED Panels, PPT, handouts	Group discussion
12	Monotony	50 Minutes	LED Panels, PPT	Group discussion
13	Fatigue	50 Minutes	LED Panels, PPT	Group discussion
14	Telecommuting	50 Minutes	LED Panels, PPT	Group discussion

**Unit IV: Job Satisfaction, Personnel Counselling & Group dynamics (11 Lectures)**

<b>Lecture No</b>	<b>Topic</b>	<b>Duration</b>	<b>Materials</b>	<b>Activities</b>
1-2	<b>Job Satisfaction:</b> factors influencing job satisfaction	50 Minutes	LED Panels, handouts	Group discussion
3-4	How to increase job satisfaction	50 Minutes	LED Panels	Case Study
5-6	<b>Personnel Counselling:</b> Objectives, types of Counselling	50 Minutes	LED Panels, PPT	Group discussion
7-8	Steps & Techniques of counseling	50 Minutes	LED Panels, PPT	Group discussion
9	<b>Group dynamics:</b> Formal & informal groups	50 Minutes	LED Panels, PPT	Group discussion
10-11	group think and group shift	50 Minutes	LED Panels, PPT	Case Study

# LESSON PLAN

Name of the Teacher: Ms. Nisha Sharma

Name of the Subject: **LABOUR LEGISLATIONS**

Subject Code: **MBA-332**

Total Lecture: 60

Unit I: Evolution of Industrial workers & concept of Labour welfare (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Meaning of Industrial Workers	50 Minutes	LED Panels, handouts	Group discussion
2	Various phases of Industrial Workers	50 Minutes	LED Panel, PPT	Group discussion
3	Need for Labour Legislation in India	50 Minutes	LED Panels, handouts	Group discussion
4-5	definition, Scope and Objectives	50 Minutes	LED Panel, PPT	Group Discussion Group Discussion
6-7	welfare work and social work	50 Minutes	LED Panels, handouts	Group discussion
8-9	Main recommendations of second National Labour Commission	50 Minutes	LED Panel, PPT	Group discussion
10-15	The Trade Union Act. 1926	50 Minutes	LED Panels, handouts	Group discussion.

Unit II : Payment of Wages Act, 1936, The Minimum Wages Act, 1948 & Contract Labour Act 1970 (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1-5	Payment of Wages Act, 1936	50 Minutes	LED Panels, handouts	Group discussion
6-10	The Minimum Wages Act, 1948	50 Minutes	LED Panels	Group Discussion
11-15	Contract Labour Act 1970	50 Minutes	LED Panels, PPT	Group discussion

**Unit III : The Maternity Benefits Act,1961. The Payment of Bonus Act, 1965, The Employees Provident Fund and Miscellaneous Provisions act 1952 (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1-5	The Maternity Benefits Act,1961	50 Minutes	LED Panels, handouts	Group discussion
6-10	The Payment of Bonus Act, 1965	50 Minutes	LED Panels	Group discussion
11-15	The Employees Provident Fund and Miscellaneous Provisions act 1952.	50 Minutes	LED Panels, PPT	Group discussion

**Unit IV: The Workmen Compensation Act, 1923, Adjustment processes and Voluntary Retirement schemes, The ESI Act 1948, The Factories Act, 1948. (15 Lectures)**

Lecture No	Topic	Duration	Materials	Activities
1-4	The Workmen Compensation Act, 1923	50 Minutes	LED Panels, handouts	Group discussion
5-7	Adjustment processes and Voluntary Retirement schemes	50 Minutes	LED Panels	Group discussion
8-11	The ESI Act 1948	50 Minutes	LED Panels, PPT	Group discussion
12-15	The Factories Act, 1948	50 Minutes	LED Panels, PPT	Group discussion

# LESSON PLAN

Name of the Teacher: Ms. Shamli Sharma

Name of the Subject: Management of Industrial Relations

Subject Code: MBA-331

Total Lecture: 60

Unit I: Industrial Relations Concepts and Theories (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Introduction to Industrial Relations	50 Minutes	LED Panels, handouts	Group discussion: Analyze recent changes in employment practices.
2	Theories of Industrial Relations	50 Minutes	LED Panel, case scenarios	Analyze recent globalization trends and their impact on employment.
3-4	The Dynamic Context of Industrial Relations	50 Minutes	LED Panels, handouts	Group discussion
5-6	Globalization and the National Economy	50 Minutes	LED Panel, PPT	Group Discussion
7	Responses to Competitive Pressures	50 Minutes	LED Panels, handouts	Group discussion
8	Changes in Employment Practices	50 Minutes	LED Panel, PPT	Case Study
9	System approach to IR-Actors, Context, Web of Rules & Ideology,	50 Minutes	LED Panels, handouts	Group discussion.
10	Trade UNIONSIM	50 Minutes	LED Panel, PPT	Case Study
11	impact of trade unions on wages	50 Minutes	LED Panels, PPT, handouts	Group discussion.
12-13	The Trade unions Act, 1926 {with amendments}	50 Minutes	LED Panel, PPT	Drafting exercise.

14-15	Global Industrial Relations Systems	50 Minutes	LED Panel, handouts	Group activity: Analyze a case of labor relations in one of the mentioned countries.
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### Unit II: Labour Problems and Industrial Bodies (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Concept of Labour Problems in India	50 minutes	LED Panel, handouts	Case study analysis: Discuss real-world labor problems in India.
2-4	Grievance Handling and Resolution	50 minutes	LED Panel, examples	Role-play exercise: Resolve a workplace grievance.
5-7	Discipline & Misconduct	50 Minutes	LED Panels, handouts	Group discussion
8	Industrial Bodies	50 Minutes	LED Panel, PPT	Group Discussion
9-10	Tripartite and bipartite bodies	50 Minutes	LED Panel, PPT	Group Discussion
11	Conciliation	50 Minutes	LED Panel, PPT	Case Study
12	arbitration	50 Minutes	LED Panels, handouts	Group discussion.
13	adjudication	50 Minutes	LED Panel, PPT	Case Study
14-15	Anatomy of Industrial Disputes	50 minutes	LED Panel, handouts	Group discussion: Analyze a recent industrial dispute and its resolution.

### Unit III: Collective Bargaining and Impact (15 Lectures)

Lecture #	Topic	Duration	Materials	Activities
1-4	Introduction to Collective Bargaining	50 minutes	LED Panel, handouts	Group activity: Simulate a collective bargaining session.

5-9	Process of Collective Bargaining	50 minutes	LED Panel, case studies	Case study analysis: Evaluate the outcomes of a recent collective bargaining agreement.
10-12	Impact of Collective Bargaining	50 Minutes	LED Panels, handouts	Group discussion
13-15	workers participation in management on IR.	50 Minutes	LED Panel, PPT	Group Discussion

#### Unit IV: The Industrial Disputes Act, 1947 and Case Studies (15 Lectures)

Lecture #	Topic	Duration	Materials	Activities
1-2	Overview of the Industrial Disputes Act	50 minutes	LED Panel, handouts, PPT	Case study analysis: Analyze real-world cases related to the Industrial Disputes Act.
3-4	Managing Industrial Disputes	50 minutes	LED Panel, handouts, PPT	Role-play exercise: Resolve an industrial dispute.
5-6	Industrial relations : UK	50 Minutes	LED Panel, PPT	Group Discussion
7-8	USA,	50 Minutes	LED Panel, PPT	Case Study
9-10	Japan	50 Minutes	LED Panels, handouts	Group discussion.
11-12	Russia	50 Minutes	LED Panels, handouts	Group discussion.
13-14	International Labor Organization (ILO)	50 minutes	LED Panel, handouts	Group discussion: Debate the role of international labor organizations.
15	Course Recap and Final Assessment	50 minutes	LED Panel, case studies	Final assessment (exam, project, or presentation).

# LESSON PLAN

**Name of the Teacher: Ms. Shamli Sharma**

**Name of the Subject: Strategic Management**

**Subject Code: MBA-301**

**Total Lecture: 60**

## **Unit I: Understanding Strategy and Strategic Management (15 Lectures)**

<b>Lecture No</b>	<b>Topic</b>	<b>Duration</b>	<b>Materials</b>	<b>Activities</b>
1	Introduction to Strategic Management	50 Minutes	LED Panels, handouts	Group discussion on the role of strategy in business.
2	Defining Strategic Intent	50 Minutes	LED Panel, case scenarios	Analyze mission statements of famous companies.
3-4	Vision, Mission Goals and Objectives	50 Minutes	LED Panels, handouts	Group discussion
5-6	External environment analysis	50 Minutes	LED Panel, PPT	Group Discussion
7	Strategically relevant components of the external environment	50 Minutes	LED Panels, handouts	Group discussion
8	Industry analysis	50 Minutes	LED Panel, PPT	Case Study
9	Porter's five forces model	50 Minutes	LED Panels, handouts	Group discussion.
10	Strategic group mapping	50 Minutes	LED Panel, PPT	Case Study
11	industry, key success factors	50 Minutes	LED Panels, PPT, handouts	Group discussion.
12	External Factor Evaluation matrix	50 Minutes	LED Panel, PPT	Drafting exercise.
13-15	Environmental Scanning Techniques	50 Minutes	LED Panel, handouts	Conduct SWOT analysis for a current business.

## **Unit II: Internal Environment Analysis and Business Level Strategies (15 Lectures)**

<b>Lecture No</b>	<b>Topic</b>	<b>Duration</b>	<b>Materials</b>	<b>Activities</b>
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1	Internal Environment Analysis	50 minutes	LED Panel, handouts	Group activity: Analyze a company's value chain.
2	Resource based view of an organization	50 minutes	LED Panel, examples	Case Study
3	Value chain analysis	50 Minutes	LED Panels, handouts	Group discussion
4-5	Competitive advantage and Core competency	50 Minutes	LED Panel, PPT	Group Discussion
6	Internal Factor Evaluation Matrix	50 Minutes	LED Panel, PPT	Group Discussion
7	Business Level Strategies	50 Minutes	LED Panels, handouts	Analyze the strategies of companies in various industries
8	Porter's framework of competitive strategies: Cost leadership, Differentiation and Focused strategies	50 Minutes	LED Panel, PPT	Case Study
9	Corporate level strategies	50 Minutes	LED Panels, handouts	Group discussion.
10	Growth strategies	50 Minutes	LED Panel, PPT	Case Study
11	horizontal and vertical integration;	50 Minutes	LED Panels, PPT, handouts	Group discussion.
12	strategic out sourcing	50 Minutes	LED Panel, PPT	Case Study.
13	related and un-related diversification	50 Minutes	LED Panels, handouts	Group discussion
14	international entry options	50 Minutes	LED Panels, PPT	Group discussion

15	harvesting and retrenchment strategies	50 minutes	LED Panel, handouts	Analyze recent corporate retrenchment cases.
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### Unit III: Portfolio Strategies and Growth of the Firm (15 Lectures)

Lecture #	Topic	Duration	Materials	Activities
1-4	Portfolio Strategies	50 minutes	LED Panel, handouts	Analyze the portfolio of a company using BCG Matrix.
5-8	Growth of the Firm	50 minutes	LED Panel, case studies	Group discussion on the pros and cons of mergers.
9-10	Restructuring Strategies regarding growth of firm	50 Minutes	LED Panels, handouts	Group discussion
11-12	Synergy,	50 Minutes	LED Panel, PPT	Group Discussion
13	Location and Timing tactics	50 Minutes	LED Panels, handouts	Group discussion
14-15	Corporate Restructuring	50 minutes	LED Panel, handouts	Evaluate the outcomes of recent corporate restructuring

### Unit IV: Strategy Implementation and Evaluation (15 Lectures)

Lecture #	Topic	Duration	Materials	Activities
1-2	Strategy-Structure Fit	50 minutes	LED Panel, handouts, PPT	Analyse the organizational structure of a company.
3-4	developing and modifying organizational structure	50 Minutes	LED Panel, PPT	Group Discussion
5-6	Leadership and organization culture	50 Minutes	LED Panels, handouts	Group discussion
7-8	Strategy Evaluation and Control	50 minutes	LED Panel, handouts	Conduct a balanced scorecard exercise.

8-9	Nature of strategy evaluation, Strategy evaluation framework	50 Minutes	LED Panels, handouts	Group discussion
10-11	balanced Score Card	50 Minutes	LED Panel, PPT	Group Discussion
12-13	Benchmarking	50 Minutes	LED Panels, handouts	Group discussion
14-15	Course Recap and Final Assessment	50 minutes	LED Panel, case studies	Final assessment (exam, project, or presentation).



# LESSON PLAN

Name of the Teacher: Ms. Nisha Sharma

Name of the Subject: **Business Communication**

Subject Code: **MCA-301**

Total Lecture: 45

Unit I: Introduction to Business Communication (10 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Importance of Communication in Business	50 Minutes	LED Panels, handouts	Group discussion
2	Process of Communication	50 Minutes	LED Panel, PPT	Group discussion
3-4	Models of Communication	50 Minutes	LED Panels, handouts	Group discussion
5-6	Types of Information- Order, Advice	50 Minutes	LED Panel, PPT	Group Discussion Group Discussion
6-7	Suggestion, Motivation	50 Minutes	LED Panels, handouts	Group discussion
8	Persuasion	50 Minutes	LED Panel, PPT	Group discussion
9	Warning	50 Minutes	LED Panels, handouts	Group discussion.
10	Education	50 Minutes	LED Panel, PPT	Case Study Group discussion

Unit II : Written & Oral Communication (10 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Letters, Cover Letter	50 Minutes	LED Panels, handouts	Group discussion

2	Differences Between Bio-data, CV and Resume	50 Minutes	LED Panels	Group Discussion
3-4	Letter for Job Application, Thank You Letter, Letter Of Complaint	50 Minutes	LED Panels, PPT	Group discussion
5-6	Memos, Memorandum Drafting.	50 Minutes	LED Panels, PPT	Group discussion
7	E-communication, e-mail, social media, website copy and reports	50 Minutes	LED Panels, PPT	Group discussion
8	Types of Oral Communication, Barriers to Oral Communication	50 Minutes	LED Panels, PPT	Group discussion
9	Nature & Scope of Mass Communication	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Function & Media of Mass Communication	50 Minutes	LED Panels, PPT	Group discussion

### Unit III Report Writing (10 Lectures)

Lecture No	Topic	Duration	Materials	Activities
1	Types & structure of Report	50 Minutes	LED Panels, handouts	Group discussion
2	Methods & Models of report writing	50 Minutes	LED Panels	Group discussion
3-4	Technical Proposal- Concept, kinds, layout & Examples	50 Minutes	LED Panels, PPT	Group discussion
5-6	Types of report- progress report, routine report	50 Minutes	LED Panels, PPT	Group discussion
7	Annual reports- format	50 Minutes	LED Panels, PPT	Group discussion
8	Analysis of sample reports from industry	50 Minutes	LED Panels, PPT	Case Study
9	Synopsis	50 Minutes	LED Panels, PPT, handouts	Group discussion
10	Thesis writing	50 Minutes	LED Panels, PPT	Group discussion

### Unit IV: Spoken & Presentation Skills (15 Lectures)

Lecture No	Topic	Duration	Materials	Activities
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1-2	Impromptu Speech- Tackling hesitation, shyness and nervousness in speaking	50 Minutes	LED Panels, handouts	Group discussion
3-4	Public speaking, academic & Professional Presentations	50 Minutes	LED Panels	Case Study
5-6	Group Discussions- facilitators and impediments planning	50 Minutes	LED Panels, PPT	Group discussion
7-8	Preparing and delivering a presentation	50 Minutes	LED Panels, PPT	Group discussion
9	Essentials of presentation- etiquette, clarity, lively delivery- speech rhythm,	50 Minutes	LED Panels, PPT	Group discussion
10-11	Speech initiators' body language, voice, posture, gesture, eye contact, dress codes	50 Minutes	LED Panels, PPT	Group discussion
12	Speech drill	50 Minutes	LED Panels, PPT, handouts	Group discussion
13-14	Interviewing	50 Minutes	LED Panels, PPT	Group discussion
15	Negotiating a Job Offer	50 Minutes	LED Panels, PPT	Group discussion

Govt. PG College Una

Teaching Plan

Name : Dr.Monika Khanna

Subject: Integral Calculus MATH309TH

BA/Bsc 2<sup>nd</sup> Year (2023-24)

Unit	Topic/Details	Month	Method Of Teaching
1	Integration by Partial fractions, integration of rational and irrational functions. Properties of definite integrals. Unit-II	July-August(5Weeks)	Lecture Method/Self Made Video
2	Reduction Formulae, , Reduction by connecting two integrals (Smaller Index + 1 Method)	September-October(6weeks)	Lecture Method/Self Made Video
3	Areas and lengths of curves in the plane, volumes and surfaces of solids of revolution	October-November(6 weeks)	Lecture Method/Self Made Video
4	Double and Triple integrals	November-February(6 Weeks)	Lecture Method/Self Made Video

Note : Assignments,Class test and Midterm will be taken during the session

Dr.Monika Khanna

Principal

Govt. PG College Una

Teaching Plan

Name : Dr.Monika Khanna

Subject:Linear AlgebraMATH303TH

BA/Bsc 3rdYear (2023-24)

Unit	Topic/Details	Month	Method Of Teaching
1	Vector spaces, subspaces, algebra of subspaces, quotient spaces.	July-September(5Weeks)	Lecture Method/Self Made Video
2	linear combination of vectors, linear span, linear independence, basis and dimension, dimension of subspaces.	September-October(6weeks)	Lecture Method/Self Made Video
3	Linear transformations, null space, range, rank and nullity of a linear transformation, matrix representation of a linear transformation, algebra of linear transformations.	October-November(6 weeks)	Lecture Method/Self Made Video
4	Dual Space, Dual Basis, Double Dual, Eigen values and Eigen vectors, Characteristic Polynomial. Isomorphisms, Isomorphism theorems, invertibility and isomorphisms, change of coordinate matrix	November-February(6 Weeks)	Lecture Method/Self Made Video

Note : Assignments, Classtest and Midterm will be taken during the session

Dr.Monika Khanna

Principal

**Govt. College Una (H.P.)**

**Teaching Plan M. Com 1<sup>st</sup> Sem.**

**Subject MC1.4 Statistical Analysis for Decision Making**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
<u>I</u>	Measurements of central tendency	Measurements of central tendency, Dispersion, Skewness and Kurtosis.	September (1 <sup>st</sup> to 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>II</u>	Regression and correlation analysis	Regression analysis and Correlation analysis (Two variables only)	September 4 <sup>th</sup> Week October (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Index Numbers: Meaning,	Index Numbers: Meaning, construction of index numbers, problem in the construction of index numbers, Price, Quantity and Value Indices.	October (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>III</u>	Probability Theory:	Probability Theory: Probability, Classical Probability, Relative frequency Probability and Subjective Probability. Addition and multiple theorems of probability and Bay's Theorem.	October (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Probability distribution.	Probability distribution. Binomial distribution. The Poisson distribution and the Normal distribution	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>IV</u>	Statistical Inferences; Testing of Hypotheses	Statistical Inferences; Testing of Hypotheses and Estimation, Sampling Distributions and Procedure of Testing Hypotheses Hypothesis Testing:	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Large and Small sample tests	Large and Small sample tests (Z test, T test, F-Test)	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>V</u>	Non-Parametric Test:	Non-Parametric Test: Chi-square, run test, Sign test, Median test, Rank Correlation test,	November 4 <sup>th</sup> Week December (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 1<sup>st</sup> Sem.**

**Subject ECON-112 Elementary Mathematics for Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Matrices and Determinants	Their properties, addition, subtraction, and multiplication of matrices. Transpose of a Matrix. Some special forms of square matrices-Trace, Idempotent matrix, Sub-matrix of a matrix. Inverse of a matrix and solution of equations using both the inverse of a matrix and Cramer's rule. Rank of a Matrix (Numericals relating to inverse of a matrix and Cramer's rule should be confined to matrix of order 3x3).	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Differentiation	Derivatives: differentiations of functions of a single variable. Derivative of a composite function, Parametric function, logarithmic function, Exponential, and inverse functions. Concave and convex functions. Derivative of higher order. Partial Derivatives and total derivative Homogenous functions and Euler's Theorem.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Maxima and Minima or Lagrange multiplier	Maxima and Minima of functions of single variable. Profit maximization and cost minimization. Constrained optimization of function with two variables. Constrained utility maximization, constrained minimization, and the interpretation of the Lagrange multiplier.	October (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Differential and Difference equations	Introduction, non-linear and linear differential equations of the first order and first degree. Solutions of differential equations when variables are separable, homogenous equations and non-homogenous equations, exact differential equations and linear equations. Solution of linear differential equations of second with constant coefficient. Finite difference, difference equations. Solutions of homogeneous linear difference equation with constant coefficients, linear first-order difference equations, Linear second order difference equations with constant coefficients	October (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Application of differential and difference equations in economics	Application of differential and difference equations in economic models (dynamics of market price, Solow growth model, cob-web model, multiplier- accelerator interaction model, Domar growth model).	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Analytic Geometry and its application in economics	Introduction of a Straight Line, section formula, the gradient of a straight in, the equation of a straight line in intercept form, two-point form. Circle: The general equation of a circle, Parabola: equation of a parabola, the points of intersection of line and a parabola. Equation of a rectangular hyperbola. Problems based on applications of analytic geometry in economics.	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

	Integration and its application in economics	Integration of function of one variable by parts and substitution. Integration of logarithmic and exponential functions. Definite integral and area between two curves. Simple applications of integration to the relationship between marginal functions and total functions, Consumer's surplus and producer's surplus. Investment and capital formation and the present value of a continuous flow.	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	The Input-Output Model	Its assumptions, technological coefficient matrix, closed and open input –output model, the Hawkins-Simon conditions. Solving the input-output models both open and closed using the inverse matrix.	November (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Linear Programming	An Introduction to Linear Programming, Linear equations, slack variables. Feasible and basic solutions. Degeneracy. Solving the primal and Dual with simplex method. Interpretation of the linear programming results.	December (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 2<sup>nd</sup> Sem.**

**Subject ECON-122 Basic Statistics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	February 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Measure of Central Tendency	Measure of Central Tendency, Dispersion, Skewness and Kurtosis.	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Correlation and Regression Analysis	Meaning and methods of measuring correlation, Karl Pearson's method, Spearman's Rank Correlation coefficient, Limitations of Correlation analysis. Linear Regression; relation between correlation coefficient and regression coefficients, Fitting of regression equations, Standard error of estimates.	March (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	The General Linear Regression Mode	An Introduction to the matrix formulation and solution of the general linear regression Model. Solution for a model with one dependent and two independent variables. Prediction for simple regression models of demand, supply, production and cost.	March (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Multiple, partial correlations and regressions	Multiple and partial correlations and regressions. Relationship between the measures of multiple correlation and measures of partial correlation, Beta coefficients.	April (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Elements of Probability Theory	The Concept of Probability Distribution and a Density function. Mathematical expectation, Binomial distribution, the Normal distribution, Some properties of the normal distribution.	April (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Sampling and sample designs:	Sampling and sample designs: simple random sampling, stratified random sampling, systematic sampling and cluster sampling. Large samples.	April (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Procedure of Tests of Hypothesis and Non-Parametric test	Tests of significance. Limitation of sampling; procedure of testing hypothesis: Region of acceptance and rejection, two tailed and one tailed tests, Type I and Type II errors. Non-Parametric Tests: The sign test, rank sum test, the Mann-Whitney U test, advantages and limitations of non-parametric tests.	May (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	"t" test and Chi Square ( $\chi^2$ ) Test	Standard error of the mean, Student's "t" distribution and its properties, Use of the "t" distribution to test hypothesis of the population means. Chi Square: general features of Chi Square ( $\chi^2$ ), chi square as a test of goodness of fit, chi square as a test of independence. Contingency table and Yate's correction for continuity, testing homogeneity of several independent estimates of population variance.	May (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment

	Analysis of variance (F-Test)	Analysis of variance; meaning, assumptions and techniques of analysis of variance, one way and two-way analysis of variance problem. Inter relationship between “t”, Chi square and F tests.	May (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Analysis of Time Series	Meaning and components of time series, Methods of estimating trend – the semi average method, the moving average method and the least squares method. Fitting of straight line, second- and third-degree equations. Fitting of the modified exponential curve, Gompertz curve and the logistic curve. Measurement of Seasonal, Cyclical and irregular variations.	May (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Index numbers	Meaning, problems in construction of index numbers. Classification of index numbers, unweighted price index numbers, relative of aggregate method and average of price relatives, Weighted price index numbers: Laspeyre’s, Paasche’s and Fisher’s ideal index numbers. Time reversal test and factor reversal test and chain-based index numbers. Uses and limitations of index numbers.	June (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 1<sup>st</sup> Sem.**

**Subject ECON-114 Labour Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Labour Market	Nature and characteristics of labour markets in developing economics like India. Paradigms of labour market – classical, neo-classical and dualistic; Analysis of demand and supply forces, Demand for labour relating to choose of technology. Supply of labour in relation to growth of labour force. Labour force participation rates.	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Employment	Employment and development relationship Importance of full employment in the context of poverty in the developing countries. Unemployment – concept and measures. Causes of unemployment, Issues relating to employment rationalization, technological change and modernization. Rural unemployment and educated unemployment. Planning of Human capital.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Wage Determination	Various classical, neo-classical and bargaining theories of wage determination. Various concepts of minimum wages and fair living. Problems of implementation of minimum wages. Wage determination by sectors – Urban and Rural, organized and unorganized. Wage and inflation. Productivity and wage relationship. Profit sharing schemes. Causes of wage differentials in terms of firm, industry, occupation and region.	October (1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Industrial Relations	Determinants of industrial disputes. Steps to achieve industrial peace. Methods of settlement of industrial disputes: collective bargaining, conciliation, arbitration and labour participation in management.	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Trade Unions	Industrialization and emergence of trade unionism. Growth, structure and pattern of trade unionism. Achievements and failures of trade union movement.	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	State and Labour in India	Increasing role of State in labour matters. Labour policy of the Government. Social Security and Legislative Measures adopted for Socio-economic upliftment of labour. Social security measures for organized visa-vis unorganized sector of labour.	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Important labour legislations	Important labour legislations (industrial dispute act), trade unions act, factories act and employees state insurance act. Problems of rural labour. Government policy towards rural labour and women and child labour. Evaluation of recent employment policy in India.	November (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given.

Dr. Sham Singh Bains

Principal

Assistant Professor

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 3<sup>rd</sup> Sem.**

**Subject- ECON-231 Agricultural Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Nature and scope of agricultural economics.	Nature and scope of agricultural economics. Role of agriculture in economic development. Interdependence between agriculture and industrial development. Systems of farming Farm size and productivity debate. Land reforms in India.	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Agricultural production functions.	Agricultural production functions. Input output relationships; factor-factor relationships and product-product relationships. Measures of farm efficiency. Risk and uncertainty in agriculture.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Models of agricultural development	Models of agricultural development (Lewis, Fei-Ranis, Jorgenson, Mellor, Schultz, and Boserup. Modals). Technological change and new agricultural strategy (green revolution) in India, Agro-climatic zonal planning in India.	October (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Agricultural Price Policy	Agricultural price policy in India. Criteria to fix agricultural prices. Intersectoral terms of trade. Measures to increase marketable surplus.	October (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Agricultural Marketing	Functions of agricultural marketing. Efficiency criteria for agricultural marketing. Problems of Indian agricultural marketing. Measures to improve the efficiency of agricultural marketing in India.	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Agricultural Finance	Importance of agricultural finance. Source of agricultural finance, Defects of rural money lending system. Problems of agricultural cooperative societies. Government policy for agricultural credit. Problems and suggestions to improve agricultural finance.	November (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Rural Indebtedness and IRDP	Causes of rural indebtedness. Measures to reduce rural indebtedness. Objective and impact of integrated rural development programme. Resource mobilisation from agricultural sector.	November (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given.

Dr. Sham Singh Bains

Principal

Assistant Professor

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 4<sup>th</sup> Sem.**

**Subject ECON-245 Industrial Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	February 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Scope of industrial Economics	Scope of industrial Economics. Organization of industry. Changing forms of industrial organization. Process of industrialization: Rationale, objectives, strategies and polices. Employment implications of industrialization. Appropriate industrial technology for LDSLs.	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Industrialization and economic development	Industrialization and economic development. Patterns and phases of industrial growth and changes in industrial structure. Environment pollution on (its types, sources and effects), Public goods and bads, unmarketed goods, externalities. Resource depletion, problem of social cost	March (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Theory of firm and pricing	Theory of firm and pricing. Objectives of the firm: profit and non-profit maximizing models of the firm. Bais theory of limit pricing; Marginal cost versus full cost pricing; Allocation of costs in case of joint products; Welfare implications of monopoly pricing. Investment decision; conventional and modern approaches; risk, uncertainty and investment decision.	March (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Economic Evaluation of Environmental Resources	Economic Evaluation of Environmental Resources Measuring environmental damage (Valuation Methodologies). Irreversibility and the optimal use of natural environments (irreversibility in economic processes, irreversible Decisions and exhaustible resources, irreversible investment and project evaluation, determining the discount rate, inter-generational transfers determining the discount rate, inter-generational transfers and uncertainty). Divergence between social cost and private and uncertainty.	April (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Market structure, and Industrial concentration	Market structure, conduct and performance and interrelations among them. Industrial concentration: concepts and measurement; Extent, causes and likely effects of concentration. Analysis of diversification, Vertical integration and mergers in industry. Extent of monopoly and concentration in India; Public policy towards industrial concentration and monopoly power in India.	April (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Environmental Management Models:	Environmental Management Models: Environmental control under uncertainty. Economics of pollution control. Economics of renewable resource harvesting (Optimal policies of fisheries, optimal rotating forest). Efficient allocation of renewable resources through time.	April (4 <sup>th</sup> Week) and May (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

IV	Industrial location: Theories and factors affecting location	Industrial location: Theories and factors affecting location; infrastructure for industrialization; Regional growth of industry in India. Tools of public policy. Indian policy for backward areas. Industrial finance in India. Role of termleading institutions in industrial development of India.	May (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Environmental costs of economic growth	Environmental costs of economic growth. Problems of rural and urban environmental planning. Resource management to fulfil environmental, social and economic objectives. Dilemma in environmental planning (poverty Vs. Environmental quality, social aspects, legal aspects, financial aspects).	May (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Issues in Indian industry	Issues in Indian industry: Phases of industrial growth and changes in industrial structure India. Public sector rationale and organization; Public sector pricing policies. The question of efficiency in the context of special constraints; Overall performance of public sector in India. The concept of joint-sector in India. The problems of industrial sickness; Capacity utilization. Foreign collaborations; Multinationals in Indian joint ventures aboard. The recent liberalization trends. Large versus small scale industry debate in India.	May (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Policies for Environmental Planning	Policies for Environmental Planning, Role of voluntary organizations. People's participation in environmental management, Resource conservation (conserving soils, protecting forests, materials substitution, product life extension. Recycling materials conservation.	June (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**  
**Teaching Plan M.A. Economics 4<sup>th</sup> Sem.**  
**Subject PG DISSERTATION**

Unit	Topic	Topic Covered	Date	Mode of Teaching
	Introduction Programme	Introduction to Topic of Dissertation	February 4 <sup>th</sup> Week	
I	Introduction	Introduction of the Topic (Regarding Current economic Problem)	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	
II	Review of Literature	Review of Literature related each selected objective of the study	March (3 <sup>rd</sup> Week and 4 <sup>th</sup> week)	
III	Research Methodology	Research methodology, data collection (primary data collection) and Limitations and Questionnaire/Interview schedule	April (1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	
IV	Data Analysis & Findings	Data Analysis & Findings (tables, presentation of data, use of statistical tools and results)	April 4 <sup>th</sup> week) And May (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	
V	Summary and Conclusion	Summary and Conclusion. References/Bibliography Annexure (Questionnaire/Interview schedule)	May (3 <sup>rd</sup> Week and 4 <sup>th</sup> week)	

Dr. Sham Singh Bains  
Assistant Professor

Principal  
Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan B.A. 1<sup>st</sup> Year (Economics)**

**Subject ECONA-101(DSC-1) Principles of Microeconomics–I**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1 <sup>st</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Introduction to Demand, Supply and Elasticity	Problem of scarcity and choice: scarcity, choice and opportunity cost; production possibility frontier; economic systems. Demand and supply: law of demand, determinants of demand, law of supply, determinants of supply, market equilibrium. Applications of demand and supply: consumer surplus, producer surplus. Elasticity: price elasticity of demand, calculating elasticity, determinants of price elasticity, income and cross elasticities.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Consumer Theory	Budget constraint, concept of utility, diminishing marginal utility, Diamond-water paradox, indifference curves, derivation of demand curve from indifference curve and consumer's equilibrium; price, income and substitution effects.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Production and Costs	Production: behavior of profit maximizing firms, production functions, law of variable proportions, law of returns to scale; choice of technology, isoquant and isocost lines, cost minimizing equilibrium condition. Costs: costs in the short run, costs in the long run, revenue and profit maximizations, minimizing losses, short run industry supply curve, economies and diseconomies of scale	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Market Structure and Perfect Competition	Market: Meaning. Market structure: Types and Definition. Role of time element: Market Period, Short Period and Long Period. Market Price and Normal Price. Perfect Competition: assumptions: theory of a firm under perfect competition, demand and revenue; equilibrium of the firm in the short run and long run; long run industry supply curve: increasing, decreasing and constant cost industries	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March : Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan B.A. 1<sup>st</sup> Year (Economics)**

**Subject ECONA-102 (DSC-II) Principles of Microeconomics–II**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1st Week	Method of teaching, Lecture Method	
I	Theory of a Monopoly Firm	Concept of imperfect competition; Monopoly: features, short run and long run price and output decisions of a monopoly firm; concept of a supply curve under monopoly; comparison of perfect competition and monopoly, price discrimination; Dumping; remedies for monopoly: Antitrust laws, natural monopoly.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Monopolistic Competition and Oligopoly	Monopolistic competition: Assumptions, short run & long run price and output determination under monopolistic competition, economic efficiency and resource allocation. Oligopoly: Assumptions, oligopoly model: kinked demand curve and price rigidity, cartels and role of government.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Market Failure and Factor Pricing	Market Failure: Market adjustment to changes in demand, efficiency of perfect competition; sources of market failure: imperfect markets, public goods, externalities, imperfect information; evaluating the market mechanism. Factor Pricing: Meaning and Types of Distribution. Marginal productivity theory of distribution. Wages: Meaning and Types of Wages. Real and Nominal Wage. Theories of Wages (Classical and Modern).	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Factor Pricing	Rent: Concept of Rent. Ricardian Theory of Rent, Quasi Rent, Modern Theory of Rent. Interest: Classical Theory, Loanable Fund Theory and Keynes's Liquidity Preference Theory. Profit: Gross Profit and Net Profit. Theories of Profit: Dynamic Theory of Profit, Innovation Theory of Profit and Uncertainty Bearing Theory of Profit	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March : Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan B.A./B.Com. 3<sup>rd</sup> Year (Economics)**

**Subject ECONA-313 (DSC & GEC-I) Economy of Himachal Pradesh**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1st Week	Method of teaching, Lecture Method	
I	Features of Himachal Pradesh Economy	Resource endowment – Land, Water, Minerals, Forests, Demographic Trends, Human Development Index. Trends in State income – Structural growth before and after reforms, Sources of State Finances. Targets and Achievements of Plans and current year Budget.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Agriculture and Horticulture of Himachal Pradesh	Role of Agriculture and Horticulture in State Domestic Product Cropping pattern, Productivity and yield of major crops, Agricultural marketing, Agricultural finance, Marginalization and Agricultural Diversification in Himachal Pradesh. Trends in Fruit and vegetable Production and Productivity. Critical evaluation of government policies on agriculture and horticulture sector.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Industrial and Power Sector of Himachal Pradesh	Trends and patterns in industrial growth, large scale and small scale industries of Himachal Pradesh, Labour Welfare measures and skill development programmes. Trends in hydro power generation in Himachal Pradesh. Environmental issues related to Industrilisation and power projects in Himachal Pradesh.	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Infrastructure and Tourism of Himachal Pradesh	Transport: road, rail and air. Banking, Housing, Social Welfare, Education and health programmes of the State Government .Role of Tourism in the economic development of Himachal Pradesh.	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March: Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Sham Singh Bains

Assistant Professor

Principal

Govt. College Una (H.P.)

**Govt. College Una (H.P.)**

**Teaching Plan M. Com 1<sup>st</sup> Sem.**

**Subject MC1.4 Statistical Analysis for Decision Making**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
<u>I</u>	Measurements of central tendency	Measurements of central tendency, Dispersion, Skewness and Kurtosis.	September (1 <sup>st</sup> to 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>II</u>	Regression and correlation analysis	Regression analysis and Correlation analysis (Two variables only)	September 4 <sup>th</sup> Week October (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Index Numbers: Meaning,	Index Numbers: Meaning, construction of index numbers, problem in the construction of index numbers, Price, Quantity and Value Indices.	October (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>III</u>	Probability Theory:	Probability Theory: Probability, Classical Probability, Relative frequency Probability and Subjective Probability. Addition and multiple theorems of probability and Bay's Theorem.	October (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Probability distribution.	Probability distribution. Binomial distribution. The Poisson distribution and the Normal distribution	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>IV</u>	Statistical Inferences; Testing of Hypotheses	Statistical Inferences; Testing of Hypotheses and Estimation, Sampling Distributions and Procedure of Testing Hypotheses Hypothesis Testing:	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Large and Small sample tests	Large and Small sample tests (Z test, T test, F-Test)	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
<u>V</u>	Non-Parametric Test:	Non-Parametric Test: Chi-square, run test, Sign test, Median test, Rank Correlation test,	November 4 <sup>th</sup> Week December (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 1<sup>st</sup> Sem.**

**Subject ECON-112 Elementary Mathematics for Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Matrices and Determinants	Their properties, addition, subtraction, and multiplication of matrices. Transpose of a Matrix. Some special forms of square matrices-Trace, Idempotent matrix, Sub-matrix of a matrix. Inverse of a matrix and solution of equations using both the inverse of a matrix and Cramer's rule. Rank of a Matrix (Numericals relating to inverse of a matrix and Cramer's rule should to be confined to matrix of order 3x3).	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Differentiation	Derivatives: differentiations of functions of a single variable. Derivative of a composite function, Parametric function, logarithmic function, Exponential, and inverse functions. Concave and convex functions. Derivative of higher order. Partial Derivatives and total derivative Homogenous functions and Euler's Theorem.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Maxima and Minima or Lagrange multiplier	Maxima and Minima of functions of single variable. Profit maximization and cost minimization. Constrained optimization of function with two variables. Constrained utility maximization, constrained minimization, and the interpretation of the Lagrange multiplier.	October (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Differential and Difference equations	Introduction, non-linear and linear differential equations of the first order and first degree. Solutions of differential equations when variables are separable, homogenous equations and non-homogenous equations, exact differential equations and linear equations. Solution of linear differential equations of second with constant coefficient. Finite difference, difference equations. Solutions of homogeneous linear difference equation with constant coefficients, linear first-order difference equations, Linear second order difference equations with constant coefficients	October (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Application of differential and difference equations in economics	Application of differential and difference equations in economic models (dynamics of market price, Solow growth model, cob-web model, multiplier- accelerator interaction model, Domar growth model).	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Analytic Geometry and its application in economics	Introduction of a Straight Line, section formula, the gradient of a straight in, the equation of a straight line in intercept form, two-point form. Circle: The general equation of a circle, Parabola: equation of a parabola, the points of intersection of line and a parabola.	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

		Equation of a rectangular hyperbola. Problems based on applications of analytic geometry in economics.			
	Integration and its application in economics	Integration of function of one variable by parts and substitution. Integration of logarithmic and exponential functions. Definite integral and area between two curves. Simple applications of integration to the relationship between marginal functions and total functions, Consumer's surplus and producer's surplus. Investment and capital formation and the present value of a continuous flow.	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	The Input-Output Model	Its assumptions, technological coefficient matrix, closed and open input –output model, the Hawkins-Simon conditions. Solving the input-output models both open and closed using the inverse matrix.	November (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Linear Programming	An Introduction to Linear Programming, Linear equations, slack variables. Feasible and basic solutions. Degeneracy. Solving the primal and Dual with simplex method. Interpretation of the linear programming results.	December (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 2<sup>nd</sup> Sem.**

**Subject ECON-122 Basic Statistics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	February 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Measure of Central Tendency	Measure of Central Tendency, Dispersion, Skewness and Kurtosis.	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Correlation and Regression Analysis	Meaning and methods of measuring correlation, Karl Pearson's method, Spearman's Rank Correlation coefficient, Limitations of Correlation analysis. Linear Regression; relation between correlation coefficient and regression coefficients, Fitting of regression equations, Standard error of estimates.	March (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	The General Linear Regression Mode	An Introduction to the matrix formulation and solution of the general linear regression Model. Solution for a model with one dependent and two independent variables. Prediction for simple regression models of demand, supply, production and cost.	March (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Multiple, partial correlations and regressions	Multiple and partial correlations and regressions. Relationship between the measures of multiple correlation and measures of partial correlation, Beta coefficients.	April (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Elements of Probability Theory	The Concept of Probability Distribution and a Density function. Mathematical expectation, Binomial distribution, the Normal distribution, Some properties of the normal distribution.	April (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Sampling and sample designs:	Sampling and sample designs: simple random sampling, stratified random sampling, systematic sampling and cluster sampling. Large samples.	April (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Procedure of Tests of Hypothesis and Non-Parametric test	Tests of significance. Limitation of sampling; procedure of testing hypothesis: Region of acceptance and rejection, two tailed and one tailed tests, Type I and Type II errors. Non-Parametric Tests: The sign test, rank sum test, the Mann-Whitney U test, advantages and limitations of non-parametric tests.	May (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	"t" test and Chi Square ( $\chi^2$ ) Test	Standard error of the mean, Student's "t" distribution and its properties, Use of the "t" distribution to test hypothesis of the population means. Chi Square: general features of Chi Square ( $\chi^2$ ), chi square as a test of goodness of fit, chi square as a test of independence. Contingency table and Yate's correction for continuity, testing homogeneity of several independent estimates of population variance.	May (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment

	Analysis of variance (F-Test)	Analysis of variance; meaning, assumptions and techniques of analysis of variance, one way and two-way analysis of variance problem. Inter relationship between “t”, Chi square and F tests.	May (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Analysis of Time Series	Meaning and components of time series, Methods of estimating trend – the semi average method, the moving average method and the least squares method. Fitting of straight line, second- and third-degree equations. Fitting of the modified exponential curve, Gompertz curve and the logistic curve. Measurement of Seasonal, Cyclical and irregular variations.	May (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Index numbers	Meaning, problems in construction of index numbers. Classification of index numbers, unweighted price index numbers, relative of aggregate method and average of price relatives, Weighted price index numbers: Laspeyre’s, Paasche’s and Fisher’s ideal index numbers. Time reversal test and factor reversal test and chain-based index numbers. Uses and limitations of index numbers.	June (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 1<sup>st</sup> Sem.**

**Subject ECON-114 Labour Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Labour Market	Nature and characteristics of labour markets in developing economics like India. Paradigms of labour market – classical, neo-classical and dualistic; Analysis of demand and supply forces, Demand for labour relating to choose of technology. Supply of labour in relation to growth of labour force. Labour force participation rates.	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Employment	Employment and development relationship Importance of full employment in the context of poverty in the developing countries. Unemployment – concept and measures. Causes of unemployment, Issues relating to employment rationalization, technological change and modernization. Rural unemployment and educated unemployment. Planning of Human capital.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Wage Determination	Various classical, neo-classical and bargaining theories of wage determination. Various concepts of minimum wages and fair living. Problems of implementation of minimum wages. Wage determination by sectors – Urban and Rural, organized and unorganized. Wage and inflation. Productivity and wage relationship. Profit sharing schemes. Causes of wage differentials in terms of firm, industry, occupation and region.	October (1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Industrial Relations	Determinants of industrial disputes. Steps to achieve industrial peace. Methods of settlement of industrial disputes: collective bargaining, conciliation, arbitration and labour participation in management.	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Trade Unions	Industrialization and emergence of trade unionism. Growth, structure and pattern of trade unionism. Achievements and failures of trade union movement.	November (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	State and Labour in India	Increasing role of State in labour matters. Labour policy of the Government. Social Security and Legislative Measures adopted for Socio-economic upliftment of labour. Social security measures for organized visa-vis unorganized sector of labour.	November (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Important labour legislations	Important labour legislations (industrial dispute act), trade unions act, factories act and employees state insurance act. Problems of rural labour. Government policy towards rural labour and women and child labour. Evaluation of recent employment policy in India.	November (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 3<sup>rd</sup> Sem.**

**Subject- ECON-231 Agricultural Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Nature and scope of agricultural economics.	Nature and scope of agricultural economics. Role of agriculture in economic development. Interdependence between agriculture and industrial development. Systems of farming Farm size and productivity debate. Land reforms in India.	September (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Agricultural production functions.	Agricultural production functions. Input output relationships; factor-factor relationships and product-product relationships. Measures of farm efficiency. Risk and uncertainty in agriculture.	September (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Models of agricultural development	Models of agricultural development (Lewis, Fei-Ranis, Jorgenson, Mellor, Schultz, and Boserup. Modals). Technological change and new agricultural strategy (green revolution) in India, Agro-climatic zonal planning in India.	October (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Agricultural Price Policy	Agricultural price policy in India. Criteria to fix agricultural prices. Intersectoral terms of trade. Measures to increase marketable surplus.	October (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Agricultural Marketing	Functions of agricultural marketing. Efficiency criteria for agricultural marketing. Problems of Indian agricultural marketing. Measures to improve the efficiency of agricultural marketing in India.	October (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Agricultural Finance	Importance of agricultural finance. Source of agricultural finance, Defects of rural money lending system. Problems of agricultural cooperative societies. Government policy for agricultural credit. Problems and suggestions to improve agricultural finance.	November (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Rural Indebtedness and IRDP	Causes of rural indebtedness. Measures to reduce rural indebtedness. Objective and impact of integrated rural development programme. Resource mobilisation from agricultural sector.	November (3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan M.A. Economics 4<sup>th</sup> Sem.**

**Subject ECON-245 Industrial Economics**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	February 4 <sup>th</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Scope of industrial Economics	Scope of industrial Economics. Organization of industry. Changing forms of industrial organization. Process of industrialization: Rationale, objectives, strategies and polices. Employment implications of industrialization. Appropriate industrial technology for LDSLs.	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Industrialization and economic development	Industrialization and economic development. Patterns and phases of industrial growth and changes in industrial structure. Environment pollution on (its types, sources and effects), Public goods and bads, unmarketed goods, externalities. Resource depletion, problem of social cost	March (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Theory of firm and pricing	Theory of firm and pricing. Objectives of the firm: profit and non-profit maximizing models of the firm. Bais theory of limit pricing; Marginal cost versus full cost pricing; Allocation of costs in case of joint products; Welfare implications of monopoly pricing. Investment decision; conventional and modern approaches; risk, uncertainty and investment decision.	March (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Economic Evaluation of Environmental Resources	Economic Evaluation of Environmental Resources Measuring environmental damage (Valuation Methodologies). Irreversibility and the optimal use of natural environments (irreversibility in economic processes, irreversible Decisions and exhaustible resources, irreversible investment and project evaluation, determining the discount rate, inter-generational transfers determining the discount rate, inter-generational transfers and uncertainty). Divergence between social cost and private and uncertainty.	April (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Market structure, and Industrial concentration	Market structure, conduct and performance and interrelations among them. Industrial concentration: concepts and measurement; Extent, causes and likely effects of concentration. Analysis of diversification, Vertical integration and mergers in industry. Extent of monopoly and concentration in India; Public policy towards industrial concentration and monopoly power in India.	April (2 <sup>nd</sup> and 3 <sup>rd</sup> Weeks)	PPT/ Lecture	Weekly test and assignment
	Environmental Management Models:	Environmental Management Models: Environmental control under uncertainty. Economics of pollution control. Economics of renewable resource harvesting (Optimal policies of fisheries, optimal rotating forest). Efficient allocation of renewable resources through time.	April (4 <sup>th</sup> Week) and May (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

IV	Industrial location: Theories and factors affecting location	Industrial location: Theories and factors affecting location; infrastructure for industrialization; Regional growth of industry in India. Tools of public policy. Indian policy for backward areas. Industrial finance in India. Role of termleading institutions in industrial development of India.	May (2 <sup>nd</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Environmental costs of economic growth	Environmental costs of economic growth. Problems of rural and urban environmental planning. Resource management to fulfil environmental, social and economic objectives. Dilemma in environmental planning (poverty Vs. Environmental quality, social aspects, legal aspects, financial aspects).	May (3 <sup>rd</sup> Week)	PPT/ Lecture	Weekly test and assignment
V	Issues in Indian industry	Issues in Indian industry: Phases of industrial growth and changes in industrial structure India. Public sector rationale and organization; Public sector pricing policies. The question of efficiency in the context of special constraints; Overall performance of public sector in India. The concept of joint-sector in India. The problems of industrial sickness; Capacity utilization. Foreign collaborations; Multinationals in Indian joint ventures aboard. The recent liberalization trends. Large versus small scale industry debate in India.	May (4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
	Policies for Environmental Planning	Policies for Environmental Planning, Role of voluntary organizations. People's participation in environmental management, Resource conservation (conserving soils, protecting forests, materials substitution, product life extension. Recycling materials conservation.	June (1 <sup>st</sup> Week)	PPT/ Lecture	Weekly test and assignment

Remarks: Doubts and Queries of the students are satisfied, Unsolved problems and Poster making Assignments are given. Numericals are given to solve.

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**  
**Teaching Plan M.A. Economics 4<sup>th</sup> Sem.**  
**Subject PG DISSERTATION**

Unit	Topic	Topic Covered	Date	Mode of Teaching
	Introduction Programme	Introduction to Topic of Dissertation	February 4 <sup>th</sup> Week	
I	Introduction	Introduction of the Topic (Regarding Current economic Problem)	March (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	
II	Review of Literature	Review of Literature related each selected objective of the study	March (3 <sup>rd</sup> Week and 4 <sup>th</sup> week)	
III	Research Methodology	Research methodology, data collection (primary data collection) and Limitations and Questionnaire/Interview schedule	April (1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Week)	
IV	Data Analysis & Findings	Data Analysis & Findings (tables, presentation of data, use of statistical tools and results)	April 4 <sup>th</sup> week And May (1 <sup>st</sup> and 2 <sup>nd</sup> Week)	
V	Summary and Conclusion	Summary and Conclusion. References/Bibliography Annexure (Questionnaire/Interview schedule)	May (3 <sup>rd</sup> Week and 4 <sup>th</sup> week)	

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan B.A. 1<sup>st</sup> Year (Economics)**

**Subject ECONA-101(DSC-1) Principles of Microeconomics–I**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1 <sup>st</sup> Week	Method of teaching, Lecture Method	Weekly test and assignment
I	Introduction to Demand, Supply and Elasticity	Problem of scarcity and choice: scarcity, choice and opportunity cost; production possibility frontier; economic systems. Demand and supply: law of demand, determinants of demand, law of supply, determinants of supply, market equilibrium. Applications of demand and supply: consumer surplus, producer surplus. Elasticity: price elasticity of demand, calculating elasticity, determinants of price elasticity, income and cross elasticities.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Consumer Theory	Budget constraint, concept of utility, diminishing marginal utility, Diamond-water paradox, indifference curves, derivation of demand curve from indifference curve and consumer's equilibrium; price, income and substitution effects.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Production and Costs	Production: behavior of profit maximizing firms, production functions, law of variable proportions, law of returns to scale; choice of technology, isoquant and isocost lines, cost minimizing equilibrium condition. Costs: costs in the short run, costs in the long run, revenue and profit maximizations, minimizing losses, short run industry supply curve, economies and diseconomies of scale	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Market Structure and Perfect Competition	Market: Meaning. Market structure: Types and Definition. Role of time element: Market Period, Short Period and Long Period. Market Price and Normal Price. Perfect Competition: assumptions: theory of a firm under perfect competition, demand and revenue; equilibrium of the firm in the short run and long run; long run industry supply curve: increasing, decreasing and constant cost industries	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March : Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan B.A. 1<sup>st</sup> Year (Economics)**

**Subject ECONA-102 (DSC-II) Principles of Microeconomics–II**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1 <sup>st</sup> Week	Method of teaching, Lecture Method	
I	Theory of a Monopoly Firm	Concept of imperfect competition; Monopoly: features, short run and long run price and output decisions of a monopoly firm; concept of a supply curve under monopoly; comparison of perfect competition and monopoly, price discrimination; Dumping; remedies for monopoly: Antitrust laws, natural monopoly.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Monopolistic Competition and Oligopoly	Monopolistic competition: Assumptions, short run & long run price and output determination under monopolistic competition, economic efficiency and resource allocation. Oligopoly: Assumptions, oligopoly model: kinked demand curve and price rigidity, cartels and role of government.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Market Failure and Factor Pricing	Market Failure: Market adjustment to changes in demand, efficiency of perfect competition; sources of market failure: imperfect markets, public goods, externalities, imperfect information; evaluating the market mechanism. Factor Pricing: Meaning and Types of Distribution. Marginal productivity theory of distribution. Wages: Meaning and Types of Wages. Real and Nominal Wage. Theories of Wages (Classical and Modern).	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Factor Pricing	Rent: Concept of Rent. Ricardian Theory of Rent, Quasi Rent, Modern Theory of Rent. Interest: Classical Theory, Loanable Fund Theory and Keynes's Liquidity Preference Theory. Profit: Gross Profit and Net Profit. Theories of Profit: Dynamic Theory of Profit, Innovation Theory of Profit and Uncertainty Bearing Theory of Profit	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March : Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

**Govt. College Una (H.P.)**

**Teaching Plan B.A./B.Com. 3<sup>rd</sup> Year (Economics)**

**Subject ECONA-313 (DSC & GEC-I) Economy of Himachal Pradesh**

Unit	Topic	Topic Covered	Date	Mode of Teaching	Assesment
	Introduction Programme	Introduction to syllabus, Discussion about marks distribution of C.C.A Schedule of house exams and pattern of final exams.	August 1st Week	Method of teaching, Lecture Method	
I	Features of Himachal Pradesh Economy	Resource endowment – Land, Water, Minerals, Forests, Demographic Trends, Human Development Index. Trends in State income – Structural growth before and after reforms, Sources of State Finances. Targets and Achievements of Plans and current year Budget.	August (2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
II	Agriculture and Horticulture of Himachal Pradesh	Role of Agriculture and Horticulture in State Domestic Product Cropping pattern, Productivity and yield of major crops, Agricultural marketing, Agricultural finance, Marginalization and Agricultural Diversification in Himachal Pradesh. Trends in Fruit and vegetable Production and Productivity. Critical evaluation of government policies on agriculture and horticulture sector.	September (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
III	Industrial and Power Sector of Himachal Pradesh	Trends and patterns in industrial growth, large scale and small scale industries of Himachal Pradesh, Labour Welfare measures and skill development programmes. Trends in hydro power generation in Himachal Pradesh. Environmental issues related to Industrilisation and power projects in Himachal Pradesh.	October (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
IV	Infrastructure and Tourism of Himachal Pradesh	Transport: road, rail and air. Banking, Housing, Social Welfare, Education and health programmes of the State Government .Role of Tourism in the economic development of Himachal Pradesh.	November (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> Week)	PPT/ Lecture	Weekly test and assignment
December: Conduction and Evaluation of House Examinations and January- Winter Break					
February and 1 <sup>st</sup> and 2 <sup>nd</sup> Week of March: Revision and group discussion, Oral M.C.Q Tests, Written tests and evaluation of assignments and Poster					

Dr. Bhagwan Dass

Principal

Dr. Sham Singh Bains

Govt. College Una (H.P.)

(Mr.) Manjeet Singh

Assistant Professor

Govt. PG College Una

Teaching Plan

Name : Dr.Monika Khanna MATH101TH

BA/Bsc 1<sup>st</sup> Year (2023-24)

Unit	Topic/Details	Month	Method Of Teaching
1	Limit and Continuity (epsilon and delta definition), Types of discontinuities, Differentiability of functions, Successive differentiation, Leibnitz's theorem.	July-September(5Weeks)	Lecture Method/Self Made Video
2	Indeterminate forms, Rolle's theorem, Lagrange's & Cauchy Mean Value theorems, Taylor's theorem with Lagrange's and Cauchy's forms of remainder, Taylor's series. Maclaurin's series of $\sin x$ , $\cos x$ , $e^x$ , $\log(1+x)$ , $(1+x)^m$ .	September-October(6weeks)	Lecture Method/Self Made Video
3	Concavity, Convexity & Points of Inflexion, Curvature, Radius of curvature, center of curvature, Asymptotes, Singular points, Double point, Polar coordinates, Relation between Cartesian and polar coordinates.	October-November(6 weeks)	Lecture Method/Self Made Video
4	Functions of several variables (upto three variables): Limit and Continuity of these functions Partial differentiation, Euler's theorem on homogeneous functions, Maxima and Minima with Lagrange Multipliers Method (two variables), Jacobian (upto three variables)	November-February(6 Weeks)	Lecture Method/Self Made Video

Note : Assignments, Class test and Midterm will be taken during the session

Dr.Monika Khanna

Principal

## Lecture Plan

<b>Subject Title</b>	<b>Theory Of Computation</b>	<b>Session :</b>	<b>Sept 2023-Dec 2023</b>
<b>Sub. Code</b>	<b>MCA-305</b>	<b>Semester</b>	<b>III</b>
<b>Department</b>	<b>MCA</b>	<b>Branch</b>	<b>MCA</b>

<b>Lect. no</b>	<b>Topic to be covered</b>	<b>No. Of Lectures</b>	<b>Teaching Methodology</b>
<b>UNIT-1</b>			
1.	Introduction of Automata Theory: Examples of automata machines	1	On board/ Interactive Panel
2.	Deterministic finite automata	1	On board/ Interactive Panel
3.	Examples of DFA	3	On board/ Interactive Panel
4.	NDFA	1	On board/ Interactive Panel
5.	Equivalence of NDFA and DFA with examples	2	On board/ Interactive Panel
6.	Regular Expression,Regular grammar	2	On board/ Interactive Panel
7.	Pumping lemma	2	On board/ Interactive Panel
8.	Properties of regular language	1	On board/ Interactive Panel
9.	Lexical analysis	1	On board/ Interactive Panel
<b>UNIT-2</b>			
9.	Push down Automata: example of PDA	1	On board/ Interactive Panel
10.	Deterministic and non-deterministic PDA	1	On board/ Interactive Panel
11.	Grammars: Types of grammar, context free grammar	1	On board/ Interactive Panel
12.	Chomsky normal form	2	On board/ Interactive Panel
13.	Greibach normal form	2	On board/ Interactive Panel
14.	Derivation trees, ambiguity in grammar, simplification of context free grammar	2	On board/ Interactive Panel
15.	CFG equivalent to PDA	1	On board/ Interactive Panel

16.	Properties of CFG language	1	On board/ Interactive Panel
UNIT-3			
17.	Turing Machine: Techniques for construction	3	On board/ Interactive Panel
18.	Universal Turing machine Multitape	1	On board/ Interactive Panel
19.	Multihead and multidimensional Turing machine	1	On board/ Interactive Panel
20.	Church turing thesis	1	On board/ Interactive Panel
21.	Models of computation	1	On board/ Interactive Panel
22.	Recursive and recursive enumerable language	2	On board/ Interactive Panel
23.	Chomsky hierarchy of language	2	On board/ Interactive Panel
24.	Context sensitive language	1	On board/ Interactive Panel
UNIT-4			
25.	Unsolvable problem	1	On board/ Interactive Panel
26.	N-P complete problems	1	On board/ Interactive Panel
27.	Decidable languages & Undecidable languages	1	On board/ Interactive Panel
28.	Halting problem of Turing machine.	1	On board/ Interactive Panel
29.	The post correspondence problem	2	On board/ Interactive Panel
30.	Classifying of complexity	1	On board/ Interactive Panel
31.	Tractable and intractable problems	1	On board/ Interactive Panel
Total		47	

**Text Books –**

Hopcroft and Ullman- "introduction to automata theory, language and computation" pearson.

Manna "Mathematical theory of computaion", McGraw Hill.



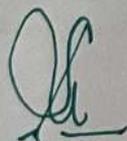
**Department of History**  
**Govt. PG College Una**  
**Teaching Plan**  
**Session 2023-24**

**Class: BA I Year**

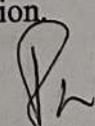
**Title: History of India from the Earliest times up to c.300 CE (HIST- (A) 101)**

Unit	Topic	Detail	Month	Method of Teaching
I	<b>Sources and Interpretation, Changing Interpretation of Early Indian History, Survey of Paleolithic, Mesolithic and Neolithic cultures</b>	Archaeological source's, Religious Literature, Secular Literature, on Indian Sources. Indian tradition of history writing, Early Foreigners, imperialist Historiography, Nationalist Approach, Marxist school of History	July to August (5 weeks)	Lectures /PPT
2	<b>Harappan civilization, Vedic literature, beginning of the iron age and megalithic culture</b>	Origin content, urban feature, town planning, economy, society and religion, Art, scripts, decline, Polity economy society and religion	August to Sept, (7 weeks)	Lectures /PPT
3	<b>Emergence of Mahajan pada Magadha expansion Buddhism and Jainism</b>	Territorial states, Rajay Ganas/Sangha Rise of Magadha empire cause of Magadha success Causes of Origin, life, doctrine, Main teaching, growth, comparison of Buddhism and Jainism	October - November (8 weeks)	Lectures /PPT
4	<b>The Mauryan Empire Post Mauryan age Sangam age</b>	State and administration, economy, Ashoka's Dharma and architecture Sunga, Satvahana, Kushana polity economy	December to March (9 weeks)	Lectures /PPT

Note: Class test, Assignments and Mid Term will be taken during the session.

  
19/9/23

Principal,  
Govt. College. Una  
(H.P.) Pin-174303

  
Rakesh Kumar  
Department of History  
Govt College Una H.P.

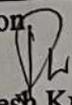
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**Session 2023-24**

**Class: BA I Year**

**Title: History of India, c. 300-1206 (DSC II) DSC-1B: HIST (A) 102**

Unit	Topic	Details	Month	Method of Teaching
I	<b>The Guptas and Vakatakas</b>	State and Administration, Economy, society, Religion, Art, Literature, Science and Technology during Gupta period	July (4 weeks)	Lectures /PPT
II	<b>Towards the early medieval</b>	Changes in society, Polity, Economy and Culture with special reference to Pallavas and Chalukyas Evolution of political structures of the Rastrakutas, Palas and Pratiharas.	August to September (8 weeks)	Lectures /PPT
III	<b>Harsha and his times The Cholas</b>	Harsha's kingdom, administration, Buddhism & Nalanda State, Administration, economy and culture of Cholas	October - November (6 weeks)	Lectures /PPT
IV	<b>Emergence of Rajput states in Northern India The Arabs</b>	socio-economic foundations of Rajputas the Ghazavid in the Northwest, establishment of the Delhi Sultanate, overland and maritime trade.	December to March (9 weeks)	Lectures /PPT

Note: Class test, Assignments and Mid Term will be taken during the session

  
 Rakesh Kumar  
 Department of History  
 Govt College Una H.P.

  
 19/9/23

Principal,  
 Govt. College, Una  
 (H.P.) Pin-174303

**Department of History**  
**Govt. PG College Una**  
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**Session 2023-24**

**Class: BA II Year**

**Title: History of India, c. 1206-1707 DSC-IC: HIST (A) 203**

Unit	Topic	Details	Month	Method of Teaching
I	<b>Foundation, expansion and consolidation of the Sultanate of Delhi c.13<sup>th</sup> to 15<sup>th</sup> century</b>	Expansion Iquto system, Administrative & economic reforms	July (2 weeks)	Lectures /PPT
II	<b>Regional political formations Vijayanagara and Bahamani Kingdoms A Second Afghan State Socio Religious Movement Bhakti and Sufi</b>	Vijayanagara and Bahamani Kingdoms Administration of Sher Shah & revenue reforms Nathpanthis, Popular Monotheism and Vaishnavism in North India Main Sufi Silsila's in India Chisti and Suhrawardi	August to Sept (8 weeks)	Lectures /PPT
III	<b>Foundation, expansion and consolidation of the Mughal state, c. 16<sup>th</sup> to 17<sup>th</sup> century Art and Architecture in Medieval India.</b>	expansion and consolidation: Mansabdari and Jagirdari, imperial ideology: assessment of Aurangzeb's policies. Qutb complex, Vijayanagara (Hampi), Fatehpur Sikri, Mughal Miniature painting.	October to Nov, (11 weeks)	Lectures /PPT
IV	<b>17 century transitions Disintegration and decline of the Mughal Empire</b>	Marathas, Sikhs Different theories of Mughal decline (Hindu reaction, Great Firm Theory, agrarian crisis, jagirdari crisis, region-centric approach, cultural failure and others).	December to March (9 weeks)	Lectures /PPT

Note: Class test, Assignments and Mid Term will be taken during the session.

  
Rakesh Kumar  
Department of History  
Govt College Una H.P.

  
19/9/22  
Principal,  
Govt. College, Una  
H.P., Pin-174303

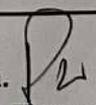
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**Session 2023-24**

**Class: BA II Year**

**Title: Historical Tourism (SEC I) SEC-1: HIST (A) 213**

Unit	Topic	Detail	Month	Method of Teaching
I	<b>Defining tourism &amp; heritage Art and architecture in India: an overview</b>	Historical tourism, types of tourism, meaning of Heritage, art and architecture during Indus valley civilization Mauryan art and architecture, Post Mauryan period architecture, architecture during Kushana's, Gupta, Delhi sultanate architecture during sher shah Suri, architecture during Mughal period, colonial architecture, sculpture in India, History of paintings in India	July to August (6 weeks)	Lectures /PPT
II	<b>Understanding built heritage</b>	Temple architecture: Kandariya Mahadeva temple Khajuraho Stupa architecture: Sanchi, the stupa of bhaurat, the stupa of Amravati Indo-Persian architecture: Taj Mahal, Agra; Red Fort, Delhi	September-October (5 weeks)	Lectures /PPT
III	<b>Temple architectures in Himachal Pradesh</b>	As tourist attractions: A study of Chamba Kangra and Mandi	October - November (5 weeks)	Lectures /PPT
IV	<b>Tourism in Himachal Pradesh</b>	Popular tourist destinations: Shimla, Kullu-Manali & beyond	December - March 1st week (6 weeks)	Lectures /PPT

Note: Class test, Assignments and Mid Term will be taken during the session.

  
**Rakesh Kumar**  
 Department of History  
 Govt College Una H.P.

  
 19/9/23

**Principal,**  
 Govt. College, Una  
 (H.P.) Pin-174303

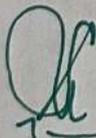
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**Session 2023-24**

**Class: BA II Year**

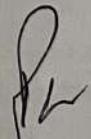
**Title: An Introduction to Archaeology (SEC III) SEC-2: HIST (A) 215**

Unit	Topic	Details	Month	Method of Teaching
I	<b>Archaeology in India: origins and development</b>	Managing archaeological evidences: documentation, codification, classification and analysis; findings and publications	July to August (5 weeks)	Lectures /PPT
II	<b>Discovering human experience through archaeology:</b>	environment, technology. subsistence, society, trade and ways of thinking	September to October (5 weeks)	Lectures /PPT
III	<b>Numismatic &amp; Epigraphic sources:</b>	significance and limitation A case study of the coins of Audumbaras and Kunindas (from the region of Himachal Pradesh)	November to December (5 weeks)	Lectures /PPT
IV	<b>Method of surveying and techniques of excavation</b>	A study of the Harappan site of Kalibangan and Rakhigarhi A study/survey of the archaeology sites of Himachal Pradesh: a case study of Kot Kangra/or Nagarkot (Kangra)	February to March (6 weeks)	Lectures /PPT

Note: Class test, Assignments and Mid Term will be taken during the session.



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Principal,  
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(H.P.) Pin-174303



Rakesh Kumar  
Department of History  
Govt College Una H.P.

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**Session 2023-24**

**Class: BA III Year**

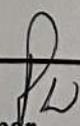
**Title: Modern and Contemporary World History I: 1871-1919 DSE-1A: HIST (A) 305**

Unit	Topic	Details	Month	Method of Teaching
I	Introductory	Modern & Contemporary History: main characteristics Emergence of Italy and Germany as unified nations European hegemony and inter-imperialistic rivalries, conflicts within Europe Alliance formation, social tension and socialist movements	July to August (6 weeks)	Lectures /PPT
II	The Emergence of USA after the Civil War	Japan's Emergence at a World Power: Modernization and economic progress under the Meiji restoration, Sino-Japanese War Nationalist movements in Asia: Rise of Kuomintang and the fall of the Manchus and its aftermath Ottoman Empire and the Arab World: Accession of Sultan Abdul Hamid and the Young Ottoman Movement. Young Turk revolution of 1905	September to November (10 weeks)	Lectures /PPT
III	The End of the Czarist Regime in Russia	Russo-Japanese War of 1904-5 and its consequences Revolutions of 1905 Towards Bolshevik Revolution: February-March Revolution The October Revolution of 1917 and the socio-economic foundation of a socialist state.	December to February (8 weeks)	Lectures /PPT
IV	The First World War and its Aftermath	New grouping of European States Anglo-German Rivalry Causes, events and results of the war The war settlements: Economic and social consequences	February to March (6 weeks)	Lectures /PPT

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Principal,  
Govt. College, Una  
(H.P.) Pin-174303

  
Rakesh Kumar  
Department of History  
Govt College Una H.P.

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**Title: - Modern and Contemporary World History II: 1919-1992 DSE-1B: HIST (A) 307**

Unit	Topic	Details	Month	Method of Teaching
I	<b>From the Peace Settlement to 1939</b>	Versailles to Locarno treaties, their political consequences The League of Nations USA and USSR Era of the Great Depression of 1929	July to August (8 weeks)	Lectures /PPT
II	<b>The End of Peace</b>	The Second World War: Origins Wartime diplomacy and the defeat of the totalitarian state Nationalist movements and decolonization The emergence of new world order: UNO, aims and objectives	September to November (9 weeks)	Lectures /PPT
III	<b>The World since 1949</b>	Towards Chinese revolution of 1949 The Cold War and its ideological and political origins Impact of the Cold War: Europe, Korea, Vietnam, Cuban crisis Military alliances: NATO, SEATO, CENTO, Warsaw Pact.	October - November (5 weeks)	Lectures /PPT
IV	<b>Social Conditions and Issues after the Post-Colonial World</b>	Concept of globalization Feminist and ecological movements The question of human rights Non-aligned movement: origin, agenda, and achievements	February March (7 weeks)	Lectures /PPT

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 Rakesh Kumar  
 Department of History  
 Govt College Una H.P.

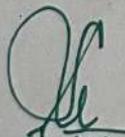
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**Class: BA III Year**

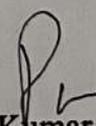
**Title: Indian History and Culture (SEC V) SEC-3: HIST (A) 317**

Unit	Topic	Details	Month	Method of Teaching
I	<b>Environment; Culture, Tradition &amp; Practices Historical overview</b>	Oral & codified information on medicinal Plants Water & Water Bodies	July to August (5 weeks)	Lectures /PPT
II	<b>Urbanization and Urbanism</b>	Issues of settlements & Landscapes Social differentiations Communication networks	September to October (5 weeks)	Lectures /PPT
III	<b>Social inequality and Gender</b>	Status within Households: An overview Present context Issues of Violence Employment, distribution of resources	November to December (5 weeks)	Lectures /PPT
IV	<b>Cultural Heritage</b>	Main components Built Heritage Fairs & Festivals	February to March (6 weeks)	Lectures /PPT

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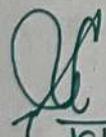
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**Class: BA III Year**

**Title: Introduction to Indian Art SEC-4: HIST (A) 319**

Unit	Topic	Details	Month	Method of Teaching
I	<b>Understanding key terms in art appreciation</b>	art, craft, sculpture, relief, painting. miniature, mural, fresco, rangoli, folk art	July to August (5 weeks)	Lectures /PPT
II	<b>Indian Sculpture</b>	Iconography: Hindu, Buddhist and Jaina	September to October (5 weeks)	Lectures /PPT
III	<b>Architecture</b>	Temple architecture: Nagara, Dravida and Vesara, Mosques and Mausoleums: Qutb Complex, Humayun's tomb; Jama Masjid; Taj Mahal	November to December (5 weeks)	Lectures /PPT
IV	<b>Rock-Cut Temple of Masrur and Colonial architecture in Shimla</b>	Indian Painting: understanding it historically Mural painting: Ajanta Mughal: miniature styles Pahari School of Painting: Guler-Kangra Paintings	February to March (6 weeks)	Lectures /PPT

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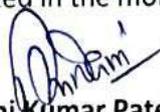
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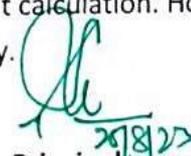
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 Department of History  
 Govt College Una H.P.

**Govt. College Una Teaching Plan – Zoology Class: BSc.-1st year Session 2023-24**  
**DSC IA - ANIMAL DIVERSITY - Code: ZOOL 101 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Kingdom Protista Unit 2: Phylum Porifera Unit 3: Phylum Cnidaria	General characters and classification up to classes; Locomotory Organelles and locomotion in Protozoa. General characters and classification up to classes; Canal System in Sycon. General characters and classification up to classes; Polymorphism in Hydrozoa.	Lecture/ PPT/ Videos	August (4-weeks)
Unit 4: Phylum Platyhelminthes Unit 5: Phylum Nematelminthes Unit 6: Phylum Annelida	General characters and classification up to classes; Life history of Taenia solium. General characters and classification up to classes; Life history of Ascaris lumbricoides and its parasitic adaptations. General characters and classification up to classes; Metamerism in Annelida.	Lecture/ PPT/ Videos/ Field visits	September (4-weeks)
Unit 7: Phylum Arthropoda Unit 8: Phylum Mollusca Unit 9: Phylum Echinodermata	General characters and classification up to classes; Vision in Arthropoda, Metamorphosis in Insects. General characters and classification up to classes; Torsion in gastropods. General characters and classification up to classes; Water-vascular system in Asterozoa.	Lecture/ PPT/ Videos/ Field visits	October (4-weeks)
Unit 10: Protochordates Unit 11: Agnatha Unit 12: Pisces	General features and Phylogeny of Protochordata. General features of Agnatha and classification of cyclostomes up to classes. General features and Classification up to orders; Osmoregulation in Fishes.	Lecture/ PPT/ Videos/ Field visits	November (2-weeks)
Unit 13: Amphibia Unit 14: Reptiles	General features and Classification up to orders; Parental care. General features and Classification up to orders; Poisonous and non-poisonous snakes, Biting mechanism in snakes.	Lecture/ PPT/ Videos/ Field visits	November (2-weeks)
Unit 15: Aves Unit 16: Mammals	General features and Classification up to orders; Flight adaptations in birds Classification up to orders; Origin of mammals	Lecture/ PPT/ Videos/ Field visits	February (3-weeks)

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**Dr. Ashwani Kumar Patel**  
 (Associate Prof. Zoology)

  
**Principal**  
 Govt College Una

**Govt. College Una Teaching Plan – Zoology Class: BSc.-Ist year Session 2023-24**  
**DSC IB - COMPARATIVE ANATOMY AND DEVELOPMENTAL BIOLOGY OF VERTEBRATES Code:**  
**ZOOL 102 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Integumentary System Unit 2: Skeletal System	Derivatives of integument w.r.t. glands and digital tips Evolution of visceral arches	Lecture/ PPT/ Videos	August (4-weeks)
Unit 3: Digestive System Unit 4: Respiratory System Unit 5: Circulatory System	Brief account of alimentary canal and digestive glands Brief account of Gills, lungs, air sacs and swim bladder Evolution of heart and aortic arches	Lecture/ PPT/ Videos/ Field visits	September (4-weeks)
Unit 6: Urinogenital System Unit 7: Nervous System Unit 8: Sense Organs	Succession of kidney, Evolution of urinogenital ducts Comparative account of brain Types of receptors	Lecture/ PPT/ Videos	October (4-weeks)
Unit 9: Early Embryonic Development	Gametogenesis: Spermatogenesis and oogenesis w.r.t. mammals, vitellogenesis in birds; Fertilization: external (amphibians), internal (mammals), blocks to polyspermy; Early development of frog and humans (structure of mature egg and its membranes, patterns of cleavage, fate map, up to formation of gastrula); types of morphogenetic movements; Fate of germ layers;	Lecture/ PPT/ Videos	November (2-weeks)
Unit 10: Late Embryonic Development Unit 11: Control of Development	Implantation of embryo in humans, Formation of human placenta and functions, other types of placenta on the basis of histology; Metamorphic events in frog life cycle and its hormonal regulation. Intercellular communication, cell movements and cell death.	Lecture/ PPT/ Videos	November (2-weeks)

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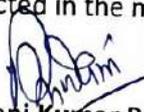
  
**Dr. Ashwani Kumar Patel**  
**(Associate Prof. Zoology)**

  
**Principal**  
**Govt College Una**

**Govt. College Una Teaching Plan – Zoology Class: BSc.-IInd year Session 2023-24**  
**DSC IC - PHYSIOLOGY AND BIOCHEMISTRY Code: ZOOL 201 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Nerve and muscle	Structure of a neuron, Resting membrane potential, Graded potential, Origin of Action potential and its propagation in myelinated and non-myelinated nerve fibres, Ultrastructure of skeletal muscle, Molecular and chemical basis of muscle contraction	Lecture/ PPT/ Videos	August (4-weeks)
Unit 2: Digestion Unit 3: Respiration	Physiology of digestion in the alimentary canal; Absorption of carbohydrates, proteins, lipids. Pulmonary ventilation, Respiratory volumes and capacities, Transport of Oxygen and carbon dioxide in blood	Lecture/ PPT/ Videos	September (4-weeks)
Unit 4: Excretion Unit 5: Cardiovascular system	Structure of nephron, Mechanism of Urine formation, Counter-current Mechanism Composition of blood, Hemostasis, Structure of Heart, Origin and conduction of the cardiac impulse, Cardiac cycle.	Lecture/ PPT/ Videos	October (4-weeks)
Unit 6: Reproduction and Endocrine Glands	Physiology of male reproduction: hormonal control of spermatogenesis; Physiology of female reproduction: hormonal control of menstrual cycle. Structure and function of pituitary, thyroid, Parathyroid, pancreas and adrenal	Lecture/ PPT/ Videos	November (2-weeks)
Unit 7: Carbohydrate Metabolism Unit 8: Lipid Metabolism	Glycolysis, Krebs Cycle, Pentose phosphate pathway, Gluconeogenesis, Glycogen metabolism, Review of electron transport chain $\beta$ oxidation of palmitic acid.	Lecture/ PPT/ Videos	November (2-weeks)
Unit 9: Protein metabolism Unit 10: Enzymes	Transamination, Deamination and Urea Cycle . Introduction, Mechanism of action, Inhibition and Regulation.	Lecture/ PPT/ Videos	February (3-weeks)

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 (Associate Prof. Zoology)

  
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**Govt. College Una Teaching Plan – Zoology Class: BSc.-IInd year Session 2023-24**  
**DSC ID - GENETICS AND EVOLUTIONARY BIOLOGY Code: ZOOL 202 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Introduction to Genetics Unit 2: Mendelian Genetics and its Extension	Mendel's work on transmission of traits, Genetic Variation, Molecular basis of Genetic Information Principles of Inheritance, Chromosome theory of inheritance, Incomplete dominance and co-dominance, Multiple alleles, Lethal alleles, Epistasis, Pleiotropy, sex linked inheritance, extra-chromosomal inheritance.	Lecture/ PPT/ Videos	August (4-weeks)
Unit 3: Linkage, Crossing Over and Chromosomal Mapping Unit 4: Mutations	Linkage and crossing over, Recombination frequency as a measure of linkage intensity, two factor and three factor crosses, Interference and coincidence. Chromosomal Mutations: Deletion, Duplication, Inversion, Translocation, Aneuploidy and Polyploidy; Gene mutations: Induced versus Spontaneous mutations, Back versus Suppressor mutations,	Lecture/ PPT/ Videos	September (4-weeks)
Unit 5: Sex Determination Unit 6: History of Life Unit 7: Introduction to Evolutionary Theories	Chromosomal mechanisms, dosage compensation Major Events in History of Life Lamarckism, Darwinism, Neo-Darwinism	Lecture/ PPT/ Videos	October (4-weeks)
Unit 8: Direct Evidences of Evolution Unit 9: Processes of Evolutionary Change	Types of fossils, Incompleteness of fossil record, Dating of fossils, Phylogeny of horse. Organic variations; Isolating Mechanisms; Natural selection (Example: Industrial melanism); Types of natural selection (Directional, Stabilizing, Disruptive), Artificial selection.	Lecture/ PPT/ Videos	November (4-weeks)
Unit 10: Species Concept Unit 11: Macro-evolution Unit 12: Extinction	.Biological species concept (Advantages and Limitations); Modes of speciation (Allopatric, Sympatric)  Macro-evolutionary Principles (example: Darwin's Finches)  Mass extinction (Causes, Names of five major extinctions), Role of extinction in evolution	Lecture/ PPT/ Videos	February (3-weeks)

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**(Associate Prof. Zoology)**

  
 20/8/23  
**Principal**  
**Govt College Una**

**Govt. College Una Teaching Plan – Zoology Class: BSc.-IInd year Session 2023-24**  
**SEC 1 - MEDICAL DIAGNOSTICS Code: ZOOL 203 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Introduction Unit 2: Diagnostics Methods Used for Analysis of Blood	Introduction to Medical Diagnostics and its Importance Blood composition, Preparation of blood smear and Differential Leucocyte Count (D.L.C) using Leishman's stain, Platelet count using haemocytometer, Erythrocyte Sedimentary Rate (E.S.R), Packed Cell Volume (P.C.V.)	Lecture/ PPT/ Videos	August (4-weeks)
Unit 3: Diagnostic Methods Used for Urine Analysis	Urine Analysis: Physical characteristics; Abnormal constituents	Lecture/ PPT/ Videos/ Field visits	September (4- weeks)
Unit 4: Non-infectious Diseases	Causes, types, symptoms, complications, diagnosis and prevention of Diabetes (Type I and Type II), Hypertension (Primary and secondary), Testing of blood glucose using Glucometer /Kit	Lecture/ PPT/ Videos	October (4-weeks)
Unit 5: Infectious Diseases	Causes, types, symptoms, diagnosis and prevention of Tuberculosis and Hepatitis	Lecture/ PPT/ Videos	November (4-weeks)
Unit 6: Tumours	Types (Benign/Malignant), Detection and metastasis; Medical imaging: X-Ray of Bone fracture, PET, MRI and CT Scan (using photographs).	Lecture/ PPT/ Videos	February (3-weeks)

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**Principal**  
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**Govt. College Una Teaching Plan – Zoology Class: BSc.-IInd year Session 2023-24**  
**SEC-II APICULTURE Code: ZOOL 204 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Biology of Bees	History, Classification and Biology of Honey Bees. Social Organization of Bee Colony.	Lecture/ PPT/ Videos	August (4-weeks)
Unit 2: Rearing of Bees	Artificial Bee rearing (Apiary), Beehives – Newton and Langstroth, Bee Pasturage, Selection of Bee Species for Apiculture, Bee Keeping Equipment Methods of Extraction of Honey (Indigenous and Modern)	Lecture/ PPT/ Videos/ Field visits	September (4-weeks)
Unit 3: Diseases and Enemies	Bee Diseases and Enemies Control and Preventive measures	Lecture/ PPT/ Videos	October (4-weeks)
Unit 4: Bee Economy Change	Products of Apiculture Industry and its Uses (Honey, Bees Wax, Propolis), Pollen Etc	Lecture/ PPT/ Videos	November (4-weeks)
Unit 5: Entrepreneurship in Apiculture	Bee Keeping Industry – Recent Efforts, Modern Methods in employing artificial Beehives for cross pollination in horticultural gardens	Lecture/ PPT/ Videos	February (3-weeks)

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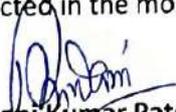


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**DSE IA APPLIED ZOOLOGY Code: ZOOL 301 (A) TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Introduction to Host-parasite Relationship Unit 2: Epidemiology of Diseases	Host, Definitive host, Intermediate host, Parasitism, Symbiosis, Commensalism, Reservoir, Zoonosis .  Transmission, Prevention and control of diseases: Tuberculosis, typhoid .	Lecture/ PPT/ Videos	August (4-weeks)
Unit 3: Rickettsiae and Spirochaetes  Unit 4: Parasitic Protozoa	Brief account of Rickettsia prowazekii, Borrelia recurrentis and Treponema pallidum  Life history and pathogenicity of Entamoeba histolytica, Plasmodium vivax and Trypanosoma gambiense.	Lecture/ PPT/ Videos	September (4-weeks)
Unit 5: Parasitic Helminthes  Unit 6: Insects of Economic Importance	Life history and pathogenicity of Ancylostoma duodenale and Wuchereria bancrofti .  Biology, Control and damage caused by Helicoverpa armigera, Pyrrilla perpusilla and Papilio demoleus, Callosobruchus chinensis, Sitophilus oryzae and Tribolium castaneum .	Lecture/ PPT/ Videos	October (4-weeks)
Unit 7: Insects of Medical Importance  Unit 8: Animal Husbandry	Medical importance and control of Pediculus humanus corporis, Anopheles, Culex, Aedes, Xenopsylla cheopis . Preservation and artificial insemination in cattle; Induction of early puberty and synchronization of estrus in cattle.	Lecture/ PPT/ Videos	November (4-weeks)
Unit 9: Poultry Farming  Unit 10: Fish Technology	Principles of poultry breeding, Management of breeding stock and broilers, Processing and preservation of eggs. Genetic improvements in aquaculture industry; Induced breeding and transportation of fish seed.	Lecture/ PPT/ Videos	February (3-weeks)

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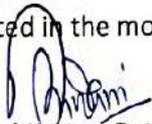
  
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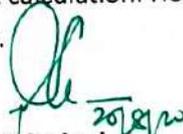
  
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**DSE IB IMMUNOLOGY Code: ZOOL 302(B) TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Overview of the Immune System	Introduction to basic concepts in immunology, components of immune system, principles of innate and adaptive immune system.	Lecture/ PPT/ Videos	August (4-weeks)
Unit 2: Cells and Organs of the Immune System	Haematopoeisis, Cells of immune system and organs (primary and secondary lymphoid organs) of the immune system.	Lecture/ PPT/ Videos	September (4-weeks)
Unit 3: Antigens Unit 4: Antibodies	Basic properties of antigens, B and T cell epitopes, haptens and adjuvants.  Structure, classes and function of antibodies, monoclonal antibodies, antigen antibody interactions as tools for research and diagnosis.	Lecture/ PPT/ Videos	October (4-weeks)
Unit 5: Working of the immune system	Structure and functions of MHC, exogenous and endogenous pathways of antigen presentation and processing, Basic properties and functions of cytokines, Complement system: Components and pathways.	Lecture/ PPT/ Videos	November (2-weeks)
Unit 6: Immune system in health and disease	Gell and Coombs' classification and brief description of various types of hypersensitivities, Introduction to concepts of autoimmunity and immunodeficiency.	Lecture/ PPT/ Videos	November (2-weeks)
Unit 7: Vaccines	General introduction to vaccines, Various types of vaccines.	Lecture/ PPT/ Videos	February (3-weeks)

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**Dr. Ashwani Kumar Patel**  
 (Associate Prof. Zoology)

  
 Principal  
 Govt College Una

**Govt. College Una Teaching Plan – Zoology Class: BSc.-IIIrd year Session 2023-24**  
**SEC – III SERICULTURE Code: ZOOL 303 TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit 1: Introduction	Sericulture: Definition, history and present status; Silk route Types of silkworms, Distribution and Races Exotic and indigenous races Mulberry and non-mulberry Sericulture	Lecture/ PPT/ Videos	August (4-weeks)
Unit 2: Biology of Silkworm	Life cycle of Bombyx mori Structure of silk gland and secretion of silk	Lecture/ PPT/ Videos/ Field visits	September (4-weeks)
Unit 3: Rearing of Silkworms	Selection of mulberry variety and establishment of mulberry garden Rearing house and rearing appliances . Disinfectants: Formalin, bleaching powder, RKO Silkworm rearing technology: Early age and Late age rearing Types of mountages, Spinning, harvesting and storage of cocoons	Lecture/ PPT/ Videos	October (4-weeks)
Unit 4: Pests and Diseases	Pests of silkworm: Uzi fly, dermestid beetles and vertebrates Pathogenesis of silkworm diseases: Protozoan, viral, fungal and bacterial Control and prevention of pests and diseases	Lecture/ PPT/ Videos	November (4-weeks)
Unit 5: Entrepreneurship in Sericulture	Prospectus of Sericulture in India: Sericulture industry in different states, employment, potential in mulberry and non-mulberry sericulture. Visit to various sericulture centers.	Lecture/ PPT/ Videos	February (3-weeks)

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 (Associate Prof. Zoology)

  
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**SEC – IV AQUARIUM FISH KEEPING Code: ZOOL 304 (A) TH**

Units	Details of Topic	Methodology used	Time & Duration
Unit1: Introduction to Aquarium Fish Keeping	The potential scope of Aquarium Fish Industry as a Cottage Industry, Exotic and Endemic species of Aquarium Fishes.	Lecture/ PPT/ Videos	August (4-weeks)
Unit 2: Biology of Aquarium Fishes	Common characters and sexual dimorphism of Fresh water and Marine Aquarium fishes such as Guppy, Molly, Sword tail, Gold fish, Angel fish, Blue morph, Anemone fish and Butterfly fish.	Lecture/ PPT/ Videos/ Field visits	September (4-weeks)
Unit 3: Food and feeding of Aquarium fishes	Use of live fish feed organisms. Preparation and composition of formulated fish feeds.	Lecture/ PPT/ Videos	October (4-weeks)
Unit 4: Fish Transportation	Live fish transport - Fish handling, packing and forwarding techniques.	Lecture/ PPT/ Videos	November (4-weeks)
Unit 5: Maintenance of Aquarium	General Aquarium maintenance – budget for setting up an Aquarium Fish Farm as a Cottage Industry.	Lecture/ PPT/ Videos	February (3-weeks)

Note: Assignments and class tests will be taken on monthly basis for internal assessment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

  
**Dr. Ashwani Kumar Patel**  
 (Associate Prof. Zoology)

  
**Principal**  
 Govt College Una

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-23**  
**DEPARTMENT OF ENGLISH**  
**B.A/B.COM 1<sup>ST</sup> CE-101 (COMPULSORY ENGLISH)**

MONTH	TOPIC/UNIT	WEEK	ASSIGNMENT	PRESENTATION
JULY	INTRODUCTION OF THE SYLLABUS/ PATTERN OF TESTING	WEEK 1		
	OZYMANDIAS	WEEK-1		4-6
	BLOW BLOW THOU WINTER WIND	WEEK-2	3-4(D)	
	VALUE OF SILENCE	WEEK 3		4-6
	DISCUSSION ON QUERIES	WEEK-4		
AUGUST	THE MAN HE KILLED	WEEK 1		6
	DISCUSSION ON QUERIES	WEEK 1		
	LINES WRITTEN IN EARLY SPRING	WEEK 2	4-5	
	QUESTION & CRITICAL ANALYSIS	WEEK 2		
	At The Himalyas	WEEK 3		3
	CRITICSL ANALYSIS & REVISION	WEEK 4		5-6
SEPTEMBER	THE PARROT IN THE CAGE	WEEK 1		5-6
	RETELLIG OF THE TALE & DISCUSSION	WEEK 1	3-4	
	THE REDDENING TREE	WEEK 2		4-6
	CRITICAL ANALYSIS	WEEK 2		
	THE DINNER FOR THE BOSS	WEEK 3	CLASS TEST ( 5-6)	
	DISCUSSION & REVISION	WEEK4		
OCTOBER	GOOD MORROW	WEEK 1		5-6
	REVISION OF POETRY	WEEK 2	4-6	
	THE USE OF ARTICLES	WEEK 3		1-6
	PRACTICE	WEEK 4		
NOVEMBER	THE USE OF PREPOSITIONS	WEEK 1	5-6	3-4
	PRACTICE	WEEK 2		
	CLASS TESTS	WEEK 3		
	COMPREHENSION	WEEK 4	5-6	
DECEMBER	HOUSE TESTS	WEEK 1& 2		
	VERB FORMS	WEEK 3		3-4
	PRACTICE	WEEK 4		5-6
FEBRUARY	PHRASAL VERBS	WEEK 2	3-4	5-6
	PRACTICE	WEEK 3	1-2	3-6
	CAPSULE REVISION	WEEK 4		
MARCH	CLASS TESTS	WEEK 1 & 2		4-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

**DEPARTMENT OF ENGLISH**

**B.A/B.COM/B.SC 1<sup>ST</sup> AECC-104(Writing Skills)**

Month	Topic	Week	Assignment	Presentation
<b>JULY</b>	<b>Introduction of the</b>	Week 2	-	-
	Diary Writing	Week 2-3	-	-
	Practice and Doubt clearance	Week 4	1-3	4-6
<b>AUGUST</b>	Paragraph Writing	Week 1		
	Practice/ Writing	Week 2-4	1-3	4-6
<b>SEPTEMBER</b>	Summary/Note-making	Week 1		
	Practice Writing/Speaking	Week 2-4	4-6	1-3
<b>OCTOBER</b>	Formal and Informal Letter Writing	Week 1	6	4-5
	Writing practice/ tests	Week 2-4	1-3	4-6
<b>NOVEMBER</b>	Resume Writing	Week 1	-	5-6
	House test	Week 2-3	-	-
	Capsule revision	Week 4	1-3	4-6
<b>DECEMBER</b>	Interview/Feature Article	Week 1		
	Interview practice	Week 2-4	1-3	4-6
<b>FEBRUARY</b>	Notice Writing	Week 2	6	-
	Practice/ Queries	Week 3-4	1-3	4-6
<b>MARCH</b>	Class Tests	Week 1-2		

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

**DEPARTMENT OF ENGLISH**

**Creative Writing, Book and Media Reviews  
Translation Studies & Principles of Translation  
BA 2<sup>ND</sup> ENG AECC/ SEC 204-205 AECC/SEC – 1**

MONTH	TOPIC	WEEK	ASSIGNMENT	PRESENTATION
<b>JULY</b>	UNIT-I Literary Forms Poetry):	WEEK 1		
	Lyric, Sonnet, Epic, Ode, Ballad	WEEK1	5	6
	Drama: Tragedy and Comedy	WEEK 2	5	6
	Fiction: Short Story and Novel	WEEK 3	5	6
	CRITICAL ANALYSIS/QUERIES	WEEK 4	1-3	4-6
<b>AUGUST</b>	Prose: Essay, Periodicals UNIT-I Introduction to Translation Definition of Translation	Week 1	6	5
	Article (Newspaper, Article and Blog)	Week 2	6	5
	1.Queries/Revision. 2.Purpose of Translation— Translation as a literary, cultural, and knowledge bridge, self-other interaction	WEEK 3	1-3	4-6
	UNIT-II Literary Terms: Plot, Characterization, Dialogue, Monologue, Alliteration	WEEK 4	-	5-6

<b>SEPTEMBER</b>	UNIT-II Approaches to Translation: 1. Domestication: Readability in the target language	Week 1	-	5-6
	Soliloquy, Aside, Narrator, Persona, Irony	Week 2	5-6	
	Rhyme 2. Foreignisation: Faithfulness to the source language text	WEEK 3		5-6
	Metaphor, Simile, Metonymy	WEEK 4	5-6	
<b>OCTOBER</b>	UNIT-III Reading Literature: Creativity and Imagination	Week 1	5-6	
	: "Gift of the Magi" by O' Henry	Week 2	5	6
	Story Telling by Students UNIT-III Methods of Translation: 1. Meta-phrase—sense translation based on difference	WEEK 3	4-6	1-3
	Writing stories/Critical Analysis 2. Paraphrase—word-to-word translation based on equivalence	WEEK 4	-	5-6
<b>NOVEMBER</b>	"Daffodils" by William Wordsworth • 3. Imitation—regulated transformation 4. Interpretation and Adaptation	Week 1	-	5-6
	House Exams	Week 2-3	1-2	5-6
	The Dark Room by R. K. Narayan Reading: "Preface to Ovid's Epistles" – (1680) by John Dryden	Week 3	6	
	Test and doubt clearance UNIT-IV (Problems of Translation) Cultural Gap, Untranslatability, Translation as appropriation of indigenous languages by English	Week 4	-	5-6
<b>DECEMBER</b>	<b>UNIT II</b> Onomatopoeia, Oxymoron, Point of View, Theme	Week 1	6	5
	Reading: "Translation of Poetry" by Sri Aurobindo. Letters on Poetry, Literature and Art.	Week 2	6	-
	UNIT-V Translation in India: Definition Anuvad, Bhashantar, Roopantar	Week 3	5-6	
	Queries/ Tests	Week 4	4-6	
<b>FEBRUARY</b>	UNIT-IV Media Reviews Key Terms: Rasa, Dhvani, Auchitya	Week 2	6	
	Book Reviews Reading Translation: Cultural Difference, Contexts and Language	Week 2	5-6	3-4
	Film Reviews, Garden of Spice	Week 3	5-6	3-4
	TV Programme Reviews, The Inner Eye	Week 4	5-6	3-4
<b>MARCH</b>	<b>Class test</b>	Week 1 & 2	1-3	5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24  
DEPARTMENT OF ENGLISH**

**ENG CE 201 English-2 Core English (Compulsory) for B.A & B.Com**

Month	topic	week	assignment	presentation
July	UNIT-I Essays			
	The Power of Prayer	Week 1	3-4	5-6
	Vivekananda: The Great Journey to the West/ Revision	Week 2	5-6	4
	More Than 100 Million Women are Missing/ Revision	Week3	4-5	6
	On the ignorance of Learned	Week 4	-	-
	Class test	Week 4		
August	Simply Living			
	“Towards Creating a Poverty-Free World	Week 1		5-6
	“Climatic Change and Human Strategy	Week 2	5-6	
	UNIT-II Poetry. i. —A Psalm of Life/ Revision	Week3	5-6	
	1) Animals   by Walt Whitman	Week 4		5-6
September	—The Lake Isle of Innisfree by W.B. Yeats	Week 1		5-6
	The Olive Tree   by Mark O' Conner	Week 2	3-4	4
	Refugee Mother and Child   by Chinua Achebe	Week3		5-6
	UNIT-III: Applied Grammar 1. One Word Substitution	Week 4		5-6
November	Homonyms, Homographs and Homophones	WEEK 1		5-6
	HOUSE TESTS	WEEK 2	-	-
	QUERIES			
December	2) When I am Dead My Dearest   by Christina Rossetti	WEEK 1	3	4-6
	STORY TELLING/SPEAKING	WEEK 2	3	4-6
	REVISION	WEEK 3-4	-	-
February	Words Used as Nouns and Verbs	WEEK 2-3		5-6
	QUERIES	WEEK 4	-	1-3
March	TESTS	WEEK &2	-	-

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24  
DEPARTMENT OF ENGLISH**

**Creative Writing, Book and Media Reviews**

**BA 3rd ENG DSC 303-304**

**ENG DSE 303 DSE –1A Soft Skills**

**&**

**ENG DSE 304 DSE-1B Academic Writing and Composition**

MONTH	TOPIC	WEEK	ASSIGNMENT	PRESENTATION
JULY	Listening Skills: Comprehending	WEEK 1		
	Retaining & Responding	WEEK1	5	6
	Barriers to Listening•	WEEK 2	5	6
	Overcoming Barriers to Listening	WEEK 3	5	6
	CRITICAL ANALYSIS/QUERIES	WEEK 4	1-3	4-6
AUGUST	Types of Academic Writing: Descriptive•	Week 1	6	5

	Analytical Writing	Week 2	6	5
	1.Queries/Revision. & Persuasive Writing	WEEK 3	1-3	4-6
	Critical Writing	WEEK 4	-	5-6
<b>SEPTEMBER</b>	Teamwork: Teamwork involves building relationships and working with other people using a number of important skills and habits: Working Cooperatively Contributing to groups with ideas, suggestions, and effort	Week 1-2	-	5-6
	• Communication (both giving and receiving)	WEEK 3	5-6	
	• Sense of Responsibility • Healthy respect for different opinions, customs, and individual preferences • Ability to participate in group decision-making	Week 4		
<b>OCTOBER</b>	Features and Conventions of Academic Writing: (a) Clear, Concise, Objective, Accurate Writing	Week 1	5-6	
	Grammar: Subject-Verb Agreement, Punctuation, Use of Apostrophe, Common Abbreviations	Week 2	5	6
	Emotional Intelligence: Characteristics of Emotional Intelligence	WEEK 3	4-6	1-3
	Self-Awareness • Self-Regulation • Motivation • Empathy • Social and Cultural Sensitivity Ways to Improve Emotional Intelligence	WEEK 4	-	5-6
<b>NOVEMBER</b>	" Problem Solving: Four basic steps in solving a Problem: • Defining the Problem •	Week 1	-	5-6
	House Exams	Week 2-3	1-2	5-6
	Generating Alternatives • Evaluating and Selecting Alternatives • Implementing Solutions	Week 3	6	
	Test and doubt clearance Common Errors: Colloquialisms, Jargon, Clichés, Contraction, Repetition, Emotive Language, Spelling and Grammatical Errors	Week 4	-	5-6
<b>DECEMBER</b>	F) Interview Skills: Preparation• Self-evaluation-SWOT•	Week 1	6	5
	Punctuality• First Impressions: Professional Dressing, Body• Language and Non-verbal Cues Listening and Speaking•	Week 2	6	-
	Etiquette and Courtesy•	Week 3	5-6	
	Queries/ Tests	Week 4	4-6	
<b>FEBRUARY</b>	) (c) 3. Process of Academic Writing: Pre-Drafting – Research and Brainstorm• Drafting – Headings, Sub-headings and• Development of the Idea Revising – Making Changes & Correcting	Week 2	6	
	Rewriting Editing – Removing Errors, Proof Readings,• Polishing	Week 2	5-6	3-4
	Critical Thinking: Analysis• Evaluation• Synthesis•	Week 3	5-6	3-4
	Paragraph Writing: Topic Sentence, Elaborative Sentences –•	Week 4	5-6	3-4
<b>MARCH</b>	<b>Class test</b>	Week 1 & 2	1-3	5-6



**Government PG College, Una (HP)**

**Department of English**

**TEACHING PLAN 2023-24**

**Number of pages : 8**

**Submitted by : Amarjeet Singh Mann**

**Designation : Assistant Professor**

**Subject : English**

**MONTH-WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**DEPARTMENT OF ENGLISH**  
**B.A 1<sup>st</sup> DSC 1A-102 (ENGLISH LITERATURE - 1)**

MONTH	TOPIC/UNIT	WEEK	ASSIGNMENT	PRESENTATION
JULY	INTRODUCTION WITH THE SYLLABUS/ PATTERN OF EXAMINATION	WEEK 1		
	<b>UNIT I</b>			
	Deliverance	WEEK-1		4-6
	Joothan	WEEK-2	3-4(D)	
	Kallu	WEEK 3		
	Bossom Friend	Week 4		
AUGUST	DOUBT-CLEARING SESSIONS	Week 4		4-6
	<b>UNIT II</b>	WEEK 1		6
	Girl			
	A Prayer for My Daughter	WEEK 1		
	Yellow Fish	Week 2		
	Reincarnation of Captain Cook	Week 3	4-5	
	Highway Stripper	Week 3		5-6
Discussion/ class tests	Week 4	1-3		
SEPTEMBER	<b>UNIT III</b>	WEEK 1		5-6
	Blackout	Week 1	3-4	
	Telephonic Conversation	Week 2		
	Harlem	WEEK 2		4-6
	Still I Rise	WEEK 3		
	DOUBT-CLEARING SESSIONS	WEEK 3	CLASS TEST ( 5-6)	
	Class tests & Presentation	WEEK4		
OCTOBER	<b>UNIT IV</b>	WEEK 1		5-6
	Introduction			
	Conscientious Objector	WEEK 2	4-6	
	The Dog of Tetwal			
	General, Your Tank is a Powerful Vehicle	WEEK 3	4	1-6
	Discussion/Storytelling			
	A Chronicle of the Peacocks	WEEK 4	5	6
Critical Analysis & Storytelling				
NOVEMBER	HOUSE TESTS	WEEK 1-2	5-6	3-4
	<b>UNIT V</b>	WEEK 3		
	Toys	WEEK 3		
	Indian Movie New Jersey	WEEK 4	5-6	
	At Lahore Karhai	Week 4		
DECEMBER	Spoken English/ Storytelling	WEEK 1& 2		
	Creative writing	WEEK 3		3-4
	Presentations	WEEK 4		1-6
FEBRUARY	The Brand Expands	WEEK 2	3-4	5-6
	CAPSULE REVISION	WEEK 3	1-2	3-6
	SpokenEnglish/Assignment	WEEK 4		
MARCH	Class tests / Spoken English	WEEK 1 & 2		4-6

**MONTH-WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**DEPARTMENT OF ENGLISH**  
**B.A 1<sup>st</sup> DSC 1B-103 (ENGLISH LITERATURE-2)**

MONTH	TOPIC/UNIT	WEEK	ASSIGNMENT	PRESENTATION
JULY	INTRODUCTION WITH THE SYLLABUS/ PATTERN OF EXAMINATION	WEEK 1		
	<b>UNIT I: Linguistic Plurality within Sufi and Bhakti Traditions</b>			
	Excerpts from "The Mad Lover" by Sisir Kumar Das	WEEK-1		4-6
	"Kafi 7" by Bulla Shah	WEEK-2	3-4(D)	
	"Vachana" by Mahadeviyakka	WEEK 3		
	"Baul Song" (Anonymous)	Week 4		
	DOUBT-CLEARING SESSIONS	Week 4		4-6
AUGUST	<b>UNIT II: Language Politics :Hindi and Urdu</b>	WEEK 1		6
	Excerpts from "Introduction: A Conspectus" in A House Divided by Amrit Rai			
	"Ghazal" by Amir Khusrau	WEEK 1		
	"Lajwanti" by Rajinder Singh Bedi	Week 2		
	"Hindi" by Raghuvveer Sahai	Week 3	4-5	
	DOUBT-CLEARING SESSIONS	Week 3		5-6
	Class tests	Week 4	1-3	
SEPTEMBER	<b>UNIT III : Tribal Verse</b>	WEEK 1		5-6
	Excerpts from "Introduction" to Painted Words: An Anthology of Tribal Verse by G. N. Devy	Week 1	3-4	
	Songs of Birth and Death : "A Munda Song" "A Kondh Song" "Adi Song for the Recovery of Lost Health"	Week 2		
	<b>UNIT IV : Dalit Voices</b>	WEEK 2		4-6
	Excerpts from "Dalit Sahitya: The Historical Background" by Eleanor Zelliot	WEEK 3		
	"Habit" by F.M. Shinde "An Untitled Poem" by N.T. Rajkumar	WEEK 3	CLASS TEST ( 5-6)	
	"Excerpts from	WEEK4		

	Karukku" by Bama Class tests/ Doubt-clearing sessions			
<b>OCTOBER</b>	<b>UNIT V : Writing in English</b>	WEEK 1		5-6
	"Mother Tongue" by Padma Sachdev "Excerpts from Kanthapura" by Raja Rao	WEEK 2	4-6	
	<b>UNIT VI: Woman Speak : Examples from Kannada and Bangla</b>	WEEK 3	4	1-6
	Excerpts from "A Flowering Tree : A Woman's Tale" by AK Ramanujan			
	Excerpts from "A Woman's Retelling of the Rama Tale" by Nabaneeta Deb Sen Class tests/ Doubt-clearing sessions	WEEK 4	5	6
	<b>NOVEMBER</b>	HOUSE TESTS	WEEK 1-2	5-6
	<b>UNIT VII: Literary Cultures : Gujarati and Sindhi: Excerpts from "At the Crossroads of Indic and Iranian Civilizations" by Ali S. Asani</b>	WEEK 3		
	<b>UNIT VIII : Nationalism: "Nationalism in West"</b>	WEEK 3		
	"Nationalism in India" Class tests/ Doubt-clearing sessions	WEEK 4 Week 4	5-6	
<b>DECEMBER</b>	<b>Unit IX : Aspects of Civilization:</b>	WEEK 1& 2		
	"What is True Civilization" (52-54)	WEEK 3		3-4
	"Civilization" (30-32)	WEEK 4		1-6
<b>FEBRUARY</b>	CAPSULE REVISION	WEEK 2	3-4	5-6
	Class tests	WEEK 3	1-2	3-6
	Speaking	WEEK 4		
<b>MARCH</b>	Doubt-clearing sessions	WEEK 1 & 2		4-6

**MONTH-WISE TEACHING PLAN FOR THE SESSION 2023-24**

**DEPARTMENT OF ENGLISH**

**B.A/B.Com 1<sup>st</sup> Year ENG CE-101 (COMPULSORY ENGLISH)**

MONTH	TOPIC/UNIT	WEEK	ASSIGNMENT	PRESENTATION
JULY	INTRODUCTION WITH THE SYLLABUS/ PATTERN OF TESTING	WEEK 1		
	OZYMANDIAS	WEEK-1		4-6
	BLOW BLOW THOU WINTER WIND	WEEK-2	3-4(D)	
	VALUE OF SILENCE	WEEK 3		4-6
	DISCUSSION ON QUERIES	WEEK-4		
AUGUST	THE MAN HE KILLED	WEEK 1		6
	DISCUSSION ON QUERIES	WEEK 1		
	LINES WRITTEN IN EARLY SPRING	WEEK 2	4-5	
	QUESTION & CRITICAL ANALYSIS	WEEK 2		
	AT THE HIMALAYAS	WEEK 3		3
	CRITICSL ANALYSIS & REVISION	WEEK 4		5-6
SEPTEMBER	THE PARROT IN THE CAGE	WEEK 1		5-6
	RETELLING OF THE TALE & DISCUSSION	WEEK 1	3-4	
	THE REDDENING TREE	WEEK 2		4-6
	CRITICAL ANALYSIS	WEEK 2		
	THE DINNER FOR THE BOSS	WEEK 3	CLASS TEST ( 5-6)	
	DISCUSSION & REVISION	WEEK4		
OCTOBER	GOOD MORROW	WEEK 1		5-6
	REVISION OF POETRY	WEEK 2	4-6	
	THE USE OF ARTICLES	WEEK 3		1-6
	PRACTICE	WEEK 4		
NOVEMBER	THE USE OF PREPOSITIONS	WEEK 1	5-6	3-4
	PRACTICE	WEEK 2		
	CLASS TESTS	WEEK 3		
	COMPREHENSION	WEEK 4	5-6	
DECEMBER	HOUSE TESTS	WEEK 1& 2		
	VERB FORMS	WEEK 3		3-4
	PRACTICE	WEEK 4		5-6
FEBRUARY	PHRASAL VERBS	WEEK 2	3-4	5-6
	PRACTICE	WEEK 3	1-2	3-6
	CAPSULE REVISION	WEEK 4		
MARCH	CLASS TESTS	WEEK 1 & 2		4-6

**MONTH-WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**DEPARTMENT OF ENGLISH**  
**B.A/B.COM/B.SC 1<sup>ST</sup> AECC-104(Writing Skills)**

Month	Topic	Week	Assignment	Presentation
<b>JULY</b>	<b>Introduction</b>	Week 2	-	-
	Diary Writing	Week 2-3	-	-
	Practice and Doubt clearance	Week 4	1-3	4-6
<b>AUGUST</b>	Paragraph Writing	Week 1		
	Practice/ Writing	Week 2-4	1-3	4-6
<b>SEPTEMBER</b>	Summary/Note-making	Week 1		
	Practice Writing/Speaking	Week 2-4	4-6	1-3
<b>OCTOBER</b>	Formal and Informal Letter Writing	Week 1	6	4-5
	Writing practice/ Class tests	Week 2-4	1-3	4-6
<b>NOVEMBER</b>	CV/Resume Writing	Week 1	-	5-6
	House test	Week 2-3	-	-
	Capsule revision	Week 4	1-3	4-6
<b>DECEMBER</b>	Interview/Feature Article	Week 1		
	Interview practice	Week 2-4	1-3	4-6
<b>FEBRUARY</b>	Notice Writing	Week 2	6	-
	Practice/ Queries	Week 3-4	1-3	4-6
<b>MARCH</b>	Class Tests	Week 1-2		

**MONTH-WISE TEACHING PLAN FOR THE SESSION 2023-24**  
**DEPARTMENT OF ENGLISH**  
**BA Final Year – ENG AEEC/ SEC 301 – TECHNICAL WRITING &**  
**ENG AEEC/SEC 302 – BUSINESS COMMUNICATION**

MONTH	TOPIC	WEEK	ASSIGNMENT	PRESENTATION
JULY	Introduction to the syllabus / Pattern of Examination	WEEK 1		
	<b>UNIT I : Language Skills:</b> Tenses Voice	WEEK1	5	6
	Narration Punctuation	WEEK 2	5	6
	REVISION	WEEK 3	5	6
	Doubt-clearing sessions	WEEK 4	1-3	4-6
AUGUST	<b>UNIT II : Technical Writing:</b> Manual Memorandum	Week 1	6	5
	Agenda	Week 2	6	5
	Minutes of a Meeting	WEEK 3	1-3	4-6
	Powerpoint Presentation Revision / Class Test	WEEK 4	-	5-6
SEPTEMBER	<b>UNIT III: Writing Skills :</b> Basic Research Methodology	Week 1-2	-	5-6
	Project Report: Format Organisation Contents	WEEK 3	5-6	
	<b>Unit IV : Data Analysis :</b> Qualitative & Quantitative Interpretation Reading and Interpreting Data: Bar Graphs Pie Charts	Week 4		
OCTOBER	Practice: Writing a Report Revision/Class Test	Week 1	5-6	
	<b>ENG AEEC / SEC 302</b> <b>BUSINESS COMMUNICATION</b>  <b>UNIT I : Introduction</b> Basics forms of Communication Communication Models and Processes	Week 2	5	6
	Effective Communication Principles of Effective Communication	WEEK 3	4-6	1-3
	<b>UNIT II : Corporate Communication:</b> Formal and Informal Communication : Grapevine			

	Barriers and Gateways to Communication Practices in Business Communication :	WEEK 4	-	5-6
<b>NOVEMBER</b>	Group Discussion Mock Interview	Week 1	-	5-6
	HOUSE EXAMS	Week 2-3	1-2	5-6
	Seminars Individual and Group Presentations <b>UNIT III : Writing Skills and Modern Communication:</b> Business Letter and Memo	Week 3	6	
	Good News and Bad News Letters Sales Letter	Week 4	-	5-6
<b>DECEMBER</b>	Selection Letter Fax, E-mail – Formal and Informal	Week 1	6	5
	Video Conferencing	Week 2	6	-
	<b>UNIT IV : Non-Verbal Aspects of Communication:</b> Body Language Kinesics	Week 3	5-6	
	Proxemics Para Language	Week 4	4-6	
<b>FEBRUARY</b>	<b>CAPSULE REVISION OF TECHNICAL WRITING SEC 301</b>	Week 2	6	
	PRACTICE WRITING / SPEAKING	Week 2	5-6	3-4
	DOUBT-CLEARING SESSIONS	Week 3	5-6	3-4
	Class Tests	Week 4	5-6	3-4
<b>MARCH</b>	<b>CAPSULE REVISION OF BUSINESS COMMUNICATION SEC 302</b> Class Tests	Week 1 & 2	1-3	5-6

Sd/-

**Amarjeet Singh Mann**

**Assistant Professor of English**

**Govt PG College, Una (HP)**

**Govt. College Una**  
**(Utkarisht Mahavidyalaya by H.P. Govt.)**

**Lesson Plan**

**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assist. Prof. Tanu Sharma	<b>Department</b>	MCA
<b>Subject Name</b>	Programming in C	<b>Subject Code</b>	MCA-6101
<b>Semester</b>	1st	<b>Academic year</b>	2023-24
<b>Learning Objectives</b>			
<ul style="list-style-type: none"> <li>To cover the key features of the C language and its usage.</li> <li>To understand the C syntax and basic programming paradigms.</li> </ul>			
<b>Learning Outcomes</b>			
<ul style="list-style-type: none"> <li>The students would be Solve problems systematically and implement the solution in C language.</li> <li>The students would be able to develop programming skills.</li> <li>The students would be able to Develop the knowledge of how to learn a programming language.</li> <li>This which will help in learning other computer languages in the curriculum.</li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	<b>Teaching Method</b>
<b>Unit-I</b>			
1	<b>Programming Tools:</b> Introduction to Programming, Characteristics of programming and stages in program development, Algorithms, Notations, Flowchart, and Types of programming methodologies.	3	PPT
2	<b>Introduction of C:</b> Introduction, first C program, compilation and execution, C instructions, C Program Structure	3	PPT
3	Character Set, Identifiers and Keywords, Data Type- data range, size, Operator, Expressions.	3	PPT
4	Unformatted and Formatted I/O function. Decision Control Structure, Loop Control Structure and Case	3	PPT
5	Control Structure. Break, continue and goto statement. Storage Classes.	3	PPT
<b>Unit-II</b>			

6	<b>Functions:</b> Introduction, passing values between functions, scope rule of functions,	2	PPT/Interactive Panel
7	Function declaration ,definition.	2	PPT/Interactive Panel
8	Function Call	2	PPT
9	Calling convention, one dicey issue,	1	PPT
10	Function declaration and prototypes,	1	PPT
11	Call by value and call by reference.	1	
12	<b>Arrays:</b> array initialization, bounds checking, passing array elements to a function,	1	PPT/Interactive Panel
13	Pointers and arrays, array of pointers.	1	PPT
14	Sorting and Searching, Character Arrays.	1	PPT
15	<b>Pointer:</b> Declaration, Initialization, accessing values using pointers,	1	PPT/Interactive Panel
16	Pointer expressions, and arithmetic, Operations on Pointers	1	PPT
17	Dynamic Memory Management functions, Pointers, and functions.	1	PPT
<b>Unit-III</b>			
18	<b>Strings:</b> Defining and Initializing strings, Reading and Writing strings	3	PPT
19	Processing of strings. String Library Functions - strcat(),strcpy(), strcmp(), strlen(), strev().	3	PPT
20	<b>Structures and Unions:</b> Structure Declaration, initialization accessing structures in functions.	3	PPT
21	Structures and Pointers.	2	PPT
22	The array of structures, nested structures.	2	PPT/Interactive Panel
23	Self-referential structures, and Unions.	2	PPT/Interactive Panel
<b>Unit-IV</b>			
25	<b>File Structure:</b> Categories of files, opening and closing files, file opening modes, Text, and binary files,	5	PPT/Interactive Panel
26	Reading and writing in files, appending in files, Creating Header files, Preprocessor Directives, and Macros.	5	PPT
27	<b>Miscellaneous Features:</b> Enumerated data type, renaming data types with typedef, typecasting.	5	PPT
<b>Total</b>		<b>60</b>	

### Books

1. Yashwant Kanetkar, "Let us C", BPB Publications.

2. Mullis Cooper, "Spirit of C", Jacob Publications.
3. Kernighan B.W. & Ritchie D. M., "The C Programming Language", PHI Publications.

## MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24

BA – 1 st Year DSC-1B Core Course Code: PUBA 201

Course: Indian Administration

Month	Topic	Assignment	Presentation
July	Evolution of Indian Administrative System Brief account of Indian Administration during ancient period Mughal period, British Rule and after Independence.		
		5-6	5-6
		-	-
August	Indian Administration: Nature, Legacy and Features of Indian Administration Civil Services in India: Structure of Civil Services, Nature Rationale Recruitment of Civil Services	5-6	
			5-6
September	Recruitment agencies: Union Public Service Commission: Organization Structure Functions and Role State Public Service Commission: Organization Structure Functions and Role Constitutional Authorities Finance Commission : Organizational structure, functions and role	5-6	
			5-6
November	Election Commission: Organizational structure, functions and role, Comptroller and Auditor General of India Organizational, structure, functions and role . HOUSE TESTS QUERIES		5-6
		-	-
December	Problem of corruption in Indian Administration: Meaning, Causes and Control, Lok Pal and Lokayukta: Role and responsibilities Citizen's Charter: meaning, significance iv .Right to Information Act, 2005: Objectives and main provisions	5-6	5-6
		-	-
February	Role and responsibilities Citizen's Charter: meaning, significance	5-6	5-6
March	Right to Information Act, 2005: Objectives and main provisions	-	-

*Upasna*

Associate/Asstt. Professor  
Govt. College, Una  
Distt. Una (H.P.)-174303

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BA – 1 st Year (Semester-I) CC-1A Core Course Code DSC: PUBA 101 Course: Administrative Theory

Month	Topic	Assignment	Presentation
July	Public Administration : Meaning, Nature, Scope and Significance Evolution of Public Administration Public and Private Administration : Similarities and Dissimilarities. Public Administration as an Art and Science.		
		5-6	5-6
		-	-
August	Relationship of Public Administration with Political Science, Sociology and Economics New Public Administration New Public Management	5-6	
			5-6
September	Decentralization: Meaning, merits & demerits Delegation: meaning, need, elements and hindrances Supervision: meaning, need and methods of supervision Authority and Responsibilities	5-6	
			5-6
November	Forms of Organization: Meaning, Elements and Basis of Organization. Formal and Informal. Organization: Meaning, Significance. Difference between Formal and Informal HOUSE TESTS		5-6
		-	-
December	Organization Theories of Organization: Brief introduction of Scientific Management Theory, Human Relations Theory Bureaucratic Theory Decision making: meaning, types and functions	5-6	5-6
		-	-
February	Leadership: meaning, types and functions Communication: meaning, importance and types	5-6	5-6
March	Coordination: meaning, importance and methods of effective coordination	-	-

*Upasna*

Associate/Asstt. Professor  
Govt. College, Una  
Distt. Una (H.P.)-174303

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**BA-II Year Core Course PUBA 401 Course: Development Administration**

Month	Topic	Assignment	Presentation
July	Development: Definition, Nature and Dimensions of Development Problems of Development in Developing Countries		
		5-6	5-6
		-	-
August	Sustainable Development: Concept, Features and significance Development Administration: Meaning Nature, and Scope Essential Features of Development Administration	5-6	
			5-6
September	Difference between Traditional and Development Administration . Machinery for Planning in India NITI Aayog, Organization, Functions and Role National Development Council, Function and Role		5-6
		5-6	
November	State Planning Board, Organization Function and role with special reference to Himachal Pradesh  HOUSE TESTS QUERIES		-
		-	-
December	Participation and Role of various Agencies in Development Administration Political Parties	5-6	5-6
		-	-
February	Local Bodies NGO's iv. Self Help Groups (SHGs) Bureaucracy	5-6	5-6
		-	
March		-	-

*Upasna*

Associate/Asstt. Professor  
Govt. College, Una  
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BA-IIInd Year Core Course-DSC-1-C Code: PUBA 301 Course: Administrative Thinkers

Month	Topic	Assignment	Presentation
July	Kautilya: Brief Life Sketch, Administrative Features of Kautilya's Arthshastra Saptang Theory or Elements of State and Role of King and Qualities	5-6	5-6
		-	-
		-	-
August	Mahatma Gandhi Brief Life Sketch Concept of Ideal State Democracy and Administration, Theory of Trusteeship, Nonviolence and Satyagrah	5-6	5-6
		-	-
		-	-
September	Max Weber: brief life sketch, Theory of Authority Structure, Theory of Bureaucracy	5-6	5-6
		-	-
		-	-
November	Herbert Simon: brief life sketch Classification of Decisions, Steps in decision making Simon's Bounded Rationality Model HOUSE TESTS QUERIES	-	5-6
		-	-
		-	-
December	Abraham Maslow: brief sketch The Need Hierarchy Theory of Motivation	5-6	5-6
		-	-
		-	-
February	Frederick Herzberg: brief life sketch Two Factor or Motivation Hygiene Theory, Job Enrichment	5-6	5-6
		-	-
		-	-
March			

*Upasna*

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BA-II Year Skill Enhancement Course ;SEC-II Code : SEC-01;PUBA402 Course: Human Resource & Logistic Management

Month	Topic	Assignment	presentation
July	Meaning, Nature, Scope & Significance of Human Resource Management (HRM) Objective & Function of Human Resource Management Qualities of Human Resource Manager/Personnel Manager II Human Resource Planning Meaning, Objectives and Need, Factors affecting H	5-6	5-6
		-	-
August	Human Resource Planning Meaning, Objectives and Need Factors affecting Human Resource Planning, HR Problems. Logistics-Concept, Principles and Forms, Logistics Management: Conceptual Framework	5-6	5-6
			5-6
September	Logistics Management: Components: Procurement of Material and Inventory Control (Economic Order Quantity, ABC and VED Analysis) Material Handling and Packaging, Transportation, Warehousing Storage Security, Logistics Information System	5-6	
November	Logistic Management: Emerging Trends Green Logistics Effective HOUSE TESTS QUERIES	-	-
December	Logistics Management: Challenges (Human Resource Management, Financial Management, Inventory/Materials. Outsourcing, Customer Satisfaction etc)	5-6	5-6
		-	-
February	Outsourcing Customer Satisfaction	5-6	5-6
		-	-
March		-	-

*Upasna*

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BA-IIInd Year Skill Enhancement Course ;

SEC-1 Code: PUBA 302 Course: Computer Awareness & Office Management

Month	Topic	Assignment	Presentation
July	Computer: Design, Architecture: Operating System MS Office Tools (Word, Power Points, Excel etc.)		
		5-6	5-6
		-	-
August	Office and Office Management- meaning of office, Function of office, primary and administrative functions importance of office.	5-6	
			5-6
September	Concept of paperless office Definition and elements of office management duties of an Office Manager		5-6
		5-6	
November	Meaning and importance of filing, essential of good filing system. Office Record Management Meaning, importance of record keeping management HOUSE TESTS QUERIES		
		-	-
December	Principles of record management and types of records kept in organization Office Machines and equipments - Importance objectives of office machines. Office Safety & Security-Meaning importance of office Safety safety hazards and steps to improve office safety.	5-6	5-6
		-	-
February	Security hazard and steps to improve office security	5-6	5-6
March	Cyber Crimes. Measurement of Office Work – Importance purpose, difficulty in measuring office work.	-	-

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Associate/Asstt. Professor  
Govt. College, Una  
Distt. Una (H.P.)-174303

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Dept. - Public Administration

BA-III Year DSE Code : DSE-01; PUBA502 Option IA Course: Local Government in India

Month	Topic	Assignment	Presentation
July	Evolution of Local Government in India Local Government under British Rule and Post Independent period Local Self government- Meaning, Nature and significance		
		5-6	5-6
		-	-
August	Organization and Functions of Gram Panchyat Panchyat Samiti-Organisation, Structure and Function		
			5-6
		5-6	
September	Zila Parishad- Organisation, Structure and Function 73rd Constitutional Amendment Act- Main Features Municipal Corporation: Organisation, Structure and Functions		5-6
		5-6	
November	Power and Function of Mayor and Municipal Commissioner Municipal Committee/Council/Nagar Panchyat Organization and functions. HOUSE TESTS QUERIES		5-6
		-	-
December	Main Features of 74th Constitution Amentment Finance of Local Self Bodies	5-6	5-6
		-	-
February	Reasons for Poor Financial Position and suggestion	-	
March	Machinery for Supervision & Control over Local Bodies	-	-

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Associate/Asstt. Professor  
Govt. College, Una  
Distt. Una (H.P.)-174303

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Dept. - Public Administration

**BA-III Year PUBA603 Code : DSE- IB; Option 02 Course: Public Finance and Administration**

Month	Topic	Assignment	Presentation
July	Public Finance –Meaning and Forms, Financial Administration- Nature, Scope, Importance and Principles		
		5-6	5-6
		-	-
August	Fiscal Federalism- Principles, Centre-state- Financial Relations Finance Commission	5-6	
			5-6
			5-6
September	Government Budgeting in India- Preparation, Enactment and Execution Delegation of Financial Powers and Control over Expenditure Role of Ministry of Finance		5-6
		5-6	4
			5-6
			5-6
November	Tax Administration In India- Types of Taxes in India( Centre, State and Local) Methods of Taxation HOUSE TESTS QUERIES		5-6
		-	-
December	Role of Central Board of Direct Taxes Central Board of Excise and Customs GST.	5-6	5-6
		-	-
February	Parliamentary Control over Finance	5-6	5-6
March	Parliamentary Committees (PAC, Estimate Committee and CPU)	-	-
	CAG and RBI		

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**Associate/Asstt. Professor**  
Govt. College, Una  
Distt. Una (H.P.)-174303

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*[Signature]*

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**Lesson Plan**

**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assist. Prof. Upasna Sharma	<b>Department</b>	MCA
<b>Subject Name</b>	Python Programming	<b>Subject Code</b>	MCA-6105
<b>Semester</b>	1st	<b>Academic year</b>	2023-24
<b>Learning Objectives</b>			
<ul style="list-style-type: none"> <li>• The course is designed to introduce programming concepts using Python to students.</li> <li>• The course aims to develop structured as well as object-oriented programming skills using Python.</li> <li>• The course also aims to achieve competence amongst its students to develop correct and efficient Python programs to solve problems in their respective domains.</li> </ul>			
<b>Learning Outcomes</b>			
<ul style="list-style-type: none"> <li>• Write simple programs using built-in data structures in Python.</li> <li>• Implement arrays and user defined functions in Python.</li> <li>• Solve problems in the respective domain using suitable programming constructs in Python.</li> <li>• Solve problems in the respective domain using the concepts of object oriented programming Python.</li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	<b>Teaching Method</b>
<b>Unit-I</b>			
1	<b>Introduction To Python:</b> History of Python, Comparison of Python with other programming languages, Installation and Working with Python, Basics	2	PPT
2	Operators, Data Types	3	PPT
3	Python String	3	PPT
4	List and Dictionary Manipulations	2	PPT
5	Conditional and looping statements.	2	PPT
<b>Unit-II</b>			
6	<b>Python Object Oriented Programming:</b> Class, object and instances Constructor	1	PPT
7	Class attributes and destructors	1	PPT/Interactive Panel
8	Real time use of class in live projects	1	PPT/Interactive Panel
9	Inheritance	1	PPT/Interactive Panel

10	Overlapping and overloading operators	1	PPT/Interactive Panel
11	Multithreading	1	PPT/Interactive Panel
12	<b>Python File Operation:</b> Reading config files in python	1	Whiteboard
13	Writing log files in python	1	PPT/Interactive Panel
14	Understanding read functions, read(), readline() and readlines()	1	Whiteboard/Interactive Panel
15	Understanding write functions, write() and writelines()	1	Whiteboard/PPT
16	Manipulating file pointer using seek	1	PPT/Interactive Panel
17	Programming using file operations	1	
<b>Unit-III</b>			
18	<b>Python Exception Handling:</b> Avoiding code break using exception handling Safe guarding file operation using exception handling,	2	Interactive Panel/PPT
19	Handling and helping developer with error code ,	1	Interactive Panel/PPT
20	Programming using Exception handling,	1	Interactive Panel/PPT
21	<b>GUI Programming:</b> Creating GUI component	2	Interactive Panel/PPT
22	Python Database Interaction SQL Database connection using python Creating and searching tables,	2	Interactive Panel/PPT
23	Reading and storing config information on database	2	Interactive Panel/PPT
24	Programming using database connections.	2	Interactive Panel/PPT
<b>Unit-IV</b>			
25	<b>Web Programming:</b> Contacting User through Emails Using Python Installing smtp python module,	4	Interactive Panel/PPT
26	sending email, reading from file and sending emails to all users addressing them directly for marketing	4	Interactive Panel/PPT
27	<b>Python Libraries:</b> Introduction to Scipy, NumPy and MatPlotLib Libraries.	4	Interactive Panel/PPT
<b>Total</b>		<b>48</b>	

#### Text Books:

#### Suggested Readings

- James Payne, "Beginning Python Using python 2.6 and Python 3.1 ", Wiley Publication
- "Learning Python", 5th edition, O'Reilly Publication.

#### Further References

- Paul Berry, 2011, "Headfirst Python". O'REILLY Media, Inc.
- Jeeva Jose and P. Sojan Lal, "Introduction to Computing and Problem Solving with Python".

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**Lesson Plan**

**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assist. Prof. Tanu Sharma	<b>Department</b>	MCA
<b>Subject Name</b>	Universal Human Values and Professional Ethics	<b>Subject Code</b>	UHV-6100
<b>Semester</b>	1 <sup>st</sup>	<b>Academic year</b>	2023-24
<b>Learning Outcomes</b>			
<ul style="list-style-type: none"> <li>• Students will be able to understand the harmony in nature and existence and work out their mutually fulfilling participation in nature.</li> <li>• Students will be able to relate ethical concepts and materials to ethical problems in specific professions and professionalism.</li> <li>• Students will be made available to be aware of the types of ethical challenges.</li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	<b>Teaching Method</b>
<b>Unit-I</b>			
1	Introduction to Value Education: Right understanding, Relationship, and physical facility (holistic development and the role of education).	2	PPT
2	Understanding value education.	2	PPT
3	Self-exploration as the process for value education.	1	PPT
4	Continuous happiness, and prosperity-the basic human aspirations exploring human consciousness.	1	PPT/Interactive Panel
5	Happiness and prosperity-current scenario, Method to fulfil the basic human aspirations, Exploring natural acceptance.	2	PPT/Interactive Panel
<b>Unit-II</b>			
6	Harmony in the Human Being: Understanding human being as the co-existence of the Self and the Body,	2	PPT/Interactive Panel
7	Distinguishing between the needs of the Self and the Body.	2	PPT/Interactive Panel
8	Exploring the difference of needs of Self and Body.	2	PPT
9	The Body as an instrument of the self-understanding .	1	PPT

10	Harmony in the self-program to ensure Self-regulation and Health exploring harmony of Self with the Body .	1	PPT
<b>Unit-III</b>			
18	Harmony in the Family and Society:	1	PPT/Interactive Panel
19	Harmony in the family-the basic unit of human interaction,	1	PPT/Interactive Panel
20	Trust-the foundational value in relationship, Exploring the feeling of trust,	1	PPT
21	Respect-as the right evaluation, Exploring the feeling of respect and other feelings,	1	PPT
22	Justice in human-to-human relationship, understanding harmony in the society.	1	PPT
23	Vision for the universal human order.	1	PPT
24	exploring systems to fulfil human goal.	1	PPT
<b>Unit-IV</b>			
25	Ethics-definitional aspects, Nature of ethics, Scope of ethics.	2	PPT
26	The philosophical basis of ethics, Family ethics.	3	PPT
27	Ethics at the workplace and professions, Relevance of ethics in society.	2	PPT/Interactive Panel
<b>Total</b>		<b>30</b>	

### Books

1. RR Gaur, R Asthana, GP Bagaria, The Textbook A Foundation Course in Human Values and Professional Ethics, 2nd Revised Edition, Excel Books, New Delhi, 2019.
2. RR Gaur, R Asthana, GP Bagaria, The Teacher's Manual Teachers Manual for A Foundation Course in Human Values and Professional Ethics, 2nd Revised Edition, Excel Books, New Delhi, 2019.
3. R. R. Gaur, R. Sangal, G. P. Bhagaria, A Foundation Course in Value Education, Excel Books Publisher.

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**Lesson Plan**

**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assist. Prof. Tanu Sharma	<b>Department</b>	MCA
<b>Subject Name</b>	Android Programming	<b>Subject Code</b>	MCA-303
<b>Semester</b>	3 <sup>rd</sup>	<b>Academic year</b>	2023-24
<b>Learning Objectives</b>			
<ul style="list-style-type: none"> <li>The main objective of this course is to provide conceptual as well as practical knowledge of Android Programming and various languages used to create mobile applications. The main emphasis of this course is on Android Operating System and various tools used to create mobile applications for Android Mobiles.</li> </ul>			
<b>Learning Outcomes</b>			
<ul style="list-style-type: none"> <li>Write simple programs using Android Studio.</li> <li>Implement Android Activities and UI Design</li> <li>Develop mobile applications for Android on Eclipse IDE.</li> <li></li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	<b>Teaching Method</b>
<b>Unit-I</b>			
1	<b>Introduction:</b> History of wireless communication, Mobile computing, applications.	2	PPT/Interactive Panel
2	limitations and Mobile computing architecture	2	PPT/Interactive Panel
3	cellular network concepts, location management, handoffs.	2	PPT
4	<b>Wireless LAN:</b> WAP Introduction, Architecture, Applications, MAC issues (Hidden and exposed terminals, Near and far terminals)	2	PPT
5	<b>MANET.</b> Mobile Operating Systems: Window CE, Palm OS, Symbian OS, J2ME, iOS and android.	2	PPT
<b>Unit-II</b>			
6	<b>Introduction to Android:</b> Overview, History, Comparison, Advantages,	1	PPT/Interactive Panel
7	Open Handset Alliance, Android Internals,	1	PPT
8	Android Architecture.	1	PPT
9	Android Development Environment: Android development frameworks.	1	PPT
10	Android-SDK, Eclipse.	1	PPT
11	Creating Android Emulator, Android AVD, Android Application Structure.	1	PPT

12	Android Project Framework, Crating a Project.	1	PPT
13	Android Activities and UI Design: Intent, Activity	1	PPT
14	Activity Lifecycle, Manifest.	1	PPT
15	Creating application and new activity.	1	PPT
16	Testing and debugging (DDMS, Step Filters and LogCat).	1	PPT
17	Layouts and Layout properties: Layouts, Drawable.	1	PPT
<b>Unit-III</b>			
18	<b>GUI objects:</b> Push Button,Text / Labels, EdifText, ToggleButton, WeightSum, Padding, Layout Weight.	2	PPT/Interactive Panel
19	Advanced UI Programming: Event driven Programming in Android (Text Edit, Button clicked etc.) Creating a splash screen, Threads,	1	PPT
20	Understanding Exception handler, Animation, View animation, Drawable animation.	1	PPT
21	Toast, Menu, Dialog, List and Adapters: Status bar, Menu,	2	PPT
22	Custom Vs. System Menus, Creating and Using Handset menu Button, Themes, Dialog, Alter Dialog,	2	PPT
23	Toast in Android, List & Adapters, Manifest.xml File Update.	2	PPT/Interactive Panel
24	Notifications: Notification Manager, Pending Intent, Toast Notifications.	2	PPT/Interactive Panel
<b>Unit-IV</b>			
25	<b>Multimedia Programming using Android :</b> Multimedia audio formats – Creating, Playing, Kill / Releasing (Memory Management), Associate audio in any application, Associate video playback with an event.	4	PPT
26	sending email, reading from file and sending emails to all users addressing them directly for marketing	4	PPT
27	<b>Database – SQLite:</b> Shared preferences, Preferences activity, Files access, SQLite, SQLiteOpenHelper, Creating a database, Opening and closing a database, Working with cursors Inserts, updates, and deletes. Location Based Services and Google Maps, Installation of .apk.	4	PPT
<b>Total</b>		<b>46</b>	

#### Text Books:

1. Mobile Communications J. Schiller, Addition Wesley Publication.
2. Professional Android™ Application Development Wrox Publications, Reto Meier
3. Hansmann, Merk, Nicklous, Stober, “Principles of Mobile Computing”, Springer, second edition.
4. Principles of Mobile computing, Hansmann, Merk, Nicklous, Stober, Springer International Edition.

#### Reference Books:

1. GSM System Engineering A.Mehrotra, Addition Wesley Publication
2. Understanding WAP M. Heijden, M. Taylor, Artech House Publication

3. Hello Android, Introducing Google's Mobile Development Platform, Ed Burnette, Pragmatic Programmers, ISBN: 978-1-93435-617-3
4. Sams teach yourself Android application development, Lauren Dercy and ShandeConder, Sams publishing
5. Mobile Computing: Asoke K

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**Lesson Plan**  
**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assistant. Prof. Rajni Kaushal	<b>Department</b>	MCA
<b>Subject Name</b>	Discrete Mathematics	<b>Subject Code</b>	MCA-304
<b>Semester</b>	3 <sup>rd</sup>	<b>Academic year</b>	2023-24
<b>Learning Objectives</b>			
<ul style="list-style-type: none"> <li>The main objective of this course is to provide conceptual as well as practical knowledge of basic of Cloud Computing, Various Cloud Computing terminologies and Platforms.</li> <li>After completing the course the student should be competent in cloud computing concepts and platforms.</li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	
<b>Unit-I</b>			
1	<b>Introduction to Cloud Computing:</b> Overview, NIST features.	01	
2	Historical Development, Need for Cloud Computing.	01	
3	Principles of Cloud Computing, Roots of Cloud Computing	02	
4	Challenges and Risk of Cloud Computing, Cloud Model: Cloud Reference Model	03	
5	Service and Deployment Models, Cloud applications	02	
<b>Unit-II</b>			
6	<b>Virtualization Technology:</b> Virtualization Structures and Mechanisms, Hypervisor, Full virtualization	03	
7	Para-virtualization, Hardware Assisted Virtualization, Types of Virtualization, Virtual Machine	03	
8	<b>Cloud Enable Technologies:</b> Service Oriented Architecture, Web Technologies, Web Services Specifications.	02	
9	SOAP, REST, XML, JSON, AJAX, MASHUPS: User Interface Services, Multi-Tenancy, Mobile Computing, Sky Computing, Load Balancing.	03	
<b>Unit-III</b>			
11	<b>Big Data:</b> Overview, Need of Big data, Characteristics, Benefits of Big Data Processing. Big Data Technologies.	02	
12	<b>HADOOP:</b> Hadoop Architecture, Hadoop Ecosystem, HDFS Architecture, MapReduce	03	
13	<b>Cloud Database NoSQL:</b> Relational, Non-Relational vs. DBaaS Cloud Database, Cloud Database Architectures, Cloud Databases, Amazon Dynamo Database, HBase, Cassandra, Google BigTable, Hive, MongoDB.	03	
14	<b>Cloud File System:</b> Google File System (GFS) Vs Hadoop Distributed File System (HDFS)	02	
<b>Unit-IV</b>			
15	<b>Cloud Security:</b> Cloud Information Security Fundamentals, Cloud Security Services, Cloud Security Concerns.	02	
16	Security Challenges, Infrastructure Security, and Cloud computing security architecture.	02	
17	<b>Open Source Clouds Platform:</b> Case Study on Open Source Clouds Platform, Hadoop, OpenStack, Cloud Stack, Eucalyptus, OpenNebula.	03	

18	<b>Case Study on Commercial Clouds:</b> Google App Engine, Microsoft Azure, Amazon, Aneka	03
<b>Total</b>		<b>40</b>

**Text Books:**

1. Dr. Pawan Kumar, Susheela Pathania “Cloud Computing”, Satya Prakashan, New Delhi.
2. Gautam Shroff, “Cloud COmputing”, Cambridge Enterprise.

**Reference Books:**

1. Arshdeep Bahga, Vijay Madiseti, “Cloud Computing”

**Govt. College Una**  
(Utkarisht Mahavidyalaya by H.P. Govt.)  
**Lesson Plan**  
Sept 2023-Dec 2023

<b>Name Of Teacher</b>	Assistant. Prof. Rajni Kaushal	<b>Department</b>	MCA
<b>Subject Name</b>	Discrete Mathematics	<b>Subject Code</b>	MCA-6104
<b>Semester</b>	1st	<b>Academic year</b>	2023-24
<b>Learning Objectives</b>			
<ul style="list-style-type: none"> <li>To provide mathematical knowledge of statics, probability and number theory.</li> </ul>			
<b>Learning Outcomes</b>			
<ul style="list-style-type: none"> <li>The student will be capable of using the mathematical methods and algorithms learnt for analysing and solving problems related to computer science.</li> <li>The student will get an overall view of concepts in probability and statics.</li> </ul>			
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	
<b>Unit-I</b>			
1	<b>Mathematical Logics:</b> Propositions Logic, Propositional Equivalences.	03	
2	Normal Forms: DNF and CNF	03	
3	Predicates and Quantifiers	03	
4	<b>Set And Relations:</b> Description of Sets, Types, Subsets, Venn Diagrams Operations on sets.	03	
5	Laws of sets, Cartesian Product and functions	03	
<b>Unit-II</b>			
6	<b>Counting, Mathematical Induction and Discrete Probability:</b> Counting, Pigeonhole Principle	02	
7	Permutations and combinations, inclusion-exclusion Principle	03	
8	Mathematical Induction	02	
9	Probability and Bayes' Theorem	02	
10	<b>Recursion:</b> Introduction, Recursion Relation, Linear Homogenous Recurrence Relation with constant coefficient and their solutions.	03	
<b>Unit-III</b>			
11	<b>Graph Theory:</b> Types of Graphs, Shortest Path in Weighted Graph, Eulerian Path & Circuits.	03	
12	Planner Graph, colouring of Graph	03	
13	Bipartite Graphs	02	
14	<b>Tree:</b> Introduction, Types, Rooted Tree, Binary Tree.	03	
<b>Unit-IV</b>			
15	<b>Spanning Tree and Group Theory:</b> Spanning Tree, Minimum Spanning, Kruskal and Prims Algorithm	03	
16	<b>Group Theory:</b> Group, subgroup	03	
17	Product and quotients of algebra structure	03	
18	Isomorphism, homomorphism, automorphism	03	
19	Rings, Integral Domains, Fields, Applications of Group Theory	03	
<b>Total</b>			<b>53</b>

**Text Books:**

- Dr. Swapan Kumar Sarkar, "Discrete Mathematics", S. Chand Publications.

**Reference Books:**

- Anita Rani, "Discrete Mathematics", ABS Publications.

**DEPARTMENT OF TOUR AND TRAVELS, GOVERNMENT COLLEGE UNA**  
**Lesson Plan for BA in Tourism and Travel Management course**

<b>Year- First Year</b> <b>Paper- Introduction of Travel and Tourism Management</b> <b>Paper Code: TTMC 101</b> <b>Course outcome:</b> After completion of this course, the students will be acquainted with the key concepts related to tourism. The students will have a basic understanding of tourism industry and will be familiar with some of the leading tourism destinations in India and abroad.			
Time period	Topics to be covered	No. of lectures weekly	Teaching methods
August	The Concept of Tourism, Definition and Meaning of Tourism, Traveller, Visitor, Excursionist & Transit Visitor, International and Domestic Tourist, Historical Development, Transportation Advances. Typologies of Tourists. Concept of Demand and Supply in Tourism, Factor Affecting demand and supply in tourism.	6 classes per week	Lecture/Discussion /quiz
September	Tourism Product, Feature of Tourism Products, Type of Tourism Products (TOPs, ROPs, BTEs), Difference between Tourism Products & other products. Meaning of Natural Tourism Resources. Mountain Ranges of India covering Great Himalayan Range (GHR), Karakoram Mountain Range, Satpura Mountain Range, Aravalli Mountain Range, Nilgiri and Western Ghats.	6 classes per week	Lecture/Discussion /quiz
October	Tourism trends – Eco Tourism, Green Tourism, Alternative Tourism, Heritage tourism, Sustainable Tourism, Cultural Tourism and monsoon tourism. Factors inhibiting growth of tourism, travel industry in the 21 <sup>st</sup> century, future tourism scenario, Contribution for tourism during 5 years plans by Government of India.	6 classes per week	Lecture/Discussion /quiz
November	Linkages for packaging and negotiation with Principals and Vendors, Necessity of Linkages of Tour Operator and Travel Agency with Principals i.e. Hotels, Motels, Resorts, Airlines, Escorts, Guides, Transporters and Educational Institutions.	6 classes per week	Lecture/Discussion /quiz/video
December	Meaning & Components of Tour itinerary, Tools and Techniques for Preparation of Tour Itineraries, Method of Preparation, Costing of Tour Itinerary and Types of Tour Itineraries, Limitations of Tour Itinerary. Use of Itinerary in Tourism Industry. Geographical regions of India and nature of tourism in each geographical area. Detailed study of attractions of Golden Triangle, Diamond Triangle and Southern Triangle.	6 classes per week	Lecture/Discussion /quiz/ Brochure
February	Himachal Pradesh – Shimla, Kullu, Manali, Pragpur. Location of main tourism destinations of Europe, Africa, Australia, Asia, Middle-East and America on the world map and identification of important lines of longitude & latitude. Important international country & city codes (including India).	6 classes per week	Lecture/Discussion /quiz/Video
March	Revision/Assignment/class test	6 classes per week	Discussion/quiz / Presentation/Test

**Year- First Year**  
**Paper- Tourism Resources of India**  
**Paper Code: TTMC 102**

**Course outcome:** After completing this course, the students will be able to define National Park, Wildlife Sanctuary, Biosphere Reserve, Religious Tourism, World Heritage Site and Cuisine. Further, the students will be able to describe various natural and cultural resources of India and their significance, including National Parks, Wildlife Sanctuaries, Biosphere Reserves, Desert tourism circuit, Char Dhams, World Heritage Sites, and Cuisines.

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Introduction to wildlife tourism in India; National parks, wild life sanctuaries and biosphere reserves consisting GHNP, Pin Valley NP, Dashigm NP, Jim Corbet NP, Nanda Devi NP, Valley of Flowers NP, Sunderban NP, Kaziranga NP, Manas NP, Bharatpur NP and Desert NP.	3 classes per week	Lecture/Discussion /Video/quiz
September	Desert tourism in India; case study of desert triangle of Rajasthan including Jaipur, Bikaner, Jaisalmer, Jodhpur, Barmer and Udaipur cities. Meaning and importance of religious tourism in Indian context.	3 classes per week	Lecture/Discussion /Video/quiz
October	Char Dham Yatra of India- Badrinath, Dwarka, Rameshwaram and Puri, Uttarakhand Char Dham-Yamunotry, Gangotry, Kedarnath and Badrinath and its importance.	3 classes per week	Lecture/Discussion /Video/quiz
November	UNCESO World Heritage Site of Indian Sanchi Stupa, Khajuraho Temple, Bodhgaya, Ajanta, Ellora, Bhim Betaka caves, Hampi Monuments.	3 classes per week	Lecture/Discussion /Video/quiz
December	Mountain railways (Kalaka- Shimla, Nilgiri, Darjeeling railways) Fairs: Suraj Kund fair, Pushkar fair, Mandi Shivratri fair, Kullu Dussehra, Lavi fair, Minjar fair etc.	3 classes per week	Lecture/Discussion /Video/quiz
February	Meaning and importance of Cuisine/regional cuisine on the tourism map of India. Cuisine of India cover J&K, Himachal Pradesh, Punjab, Delhi, UP, Kerala, Goa, Andhra Pradesh, Tamil Nadu, West Bengal, Sikkim, Assam, Arunachal Pradesh, Manipur, Nagaland and Tripura.	3 classes per week	Lecture/Discussion /Video/quiz
March	Revision/Assignment/class test	3 classes per week	Discussion/quiz /tests/Presentation

**Year- Second Year**  
**Paper- Travel Agency & Tour Operation**  
**Paper Code: TTMC 201**

**Course outcome:** After the completion of this course the students will have an understanding of the tourism industry and its operation including linkages in tourism industry and tourism supply chain. The students will be able to describe the meaning, functions and history of Tour operator and Travel agency. Further, the students will be able to describe various types of tour operators, itineraries and tour packages.

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Introduction to Tour Operator and Travel Agency- Meaning and History. Functions of Tour Operator and Travel Agent, Leading tour operators globally and in India namely Thomas Cook Kuoni India: SITA & SOTC, LPTI, Cox & King.	4 classes per week	Lecture/Discussion /quiz
September	Leading Tour operators in Himachal Pradesh: Himalayan Saga, Bharat Booking, Colours of India. Types of Tour operators- Group Tour Operator, Individual travel Agency, In House Tour operators, Inbound Tour Operator, Outbound Tour Operator, Domestic and International Tour Operator.	4 classes per week	Lecture/Discussion /quiz
October	Linkages for packaging and negotiation with Principals and Vendors, Necessity of Linkages of Tour Operator and Travel Agency with Principals i.e. Hotels, Motels, Resorts, Airlines, Escorts, Guides, Transporters and Educational Institutions.	4 classes per week	Lecture/Discussion /quiz/ Brochure
November	Tour Itinerary: Meaning & Components, Tools and Techniques for Preparation of Tour Itineraries, Method of Preparation, Costing of Tour Itinerary and Types of Tour Itineraries, Limitations of Tour Itinerary. Use of Itinerary in Tourism Industry.	4 classes per week	Lecture/Discussion /quiz/Brochure
December	Types of Tour Itinerary: Special Interest Tour Itinerary, Adventure Tour Itinerary, Wilderness Tour Itinerary, Freedom Struggle Tour Itinerary, Incentive Tour Itinerary, Buddhist Circuit Based Tour Itinerary.	4 classes per week	Lecture/Discussion /quiz
February	Tour Package: Types of package tours-Single Country tours, Area tours, two City Tours, Single City Tours, Cultural Tours, Special Interest Tours, Adventure tours. Reservation of Different Services in Tourism Industry, Rate Contracting, Ground Handling, Feedback and Testimonial.	4 classes per week	Lecture/Discussion /quiz
March	Revision/Assignment/class test	4 classes per week	Discussion/quiz /Presentation

**Year- Second Year**  
**Paper- Tourism Marketing**  
**Paper Code: TTMC 202**

**Course outcome:** On completing this course, the students will be able to gain an understanding of the various concepts related to tourism marketing including marketing principles, Marketing mix, Promotion mix and they will be able to describe the importance of marketing, leadership and communication skills in marketing. The students will also have an understanding about the role of associations in promotion of tourism with special reference to Government of India and Himachal Pradesh.

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Concept of Product, Production, Marketing & Selling. Concept of Marketing-Meaning and definition, Principles of marketing.	2 classes per week	Lecture/Discussion /quiz
September	Importance of marketing in tourism. Marketing mix in Tourism, P's in tourism Marketing-Product, Price, Place, Promotion.	2 classes per week	Lecture/Discussion /quiz
October	(Continue..) P's in tourism Marketing -People, Process and Physical evidence). MIS (Marketing Information System).	2 classes per week	Lecture/Discussion /quiz
November	Concept of promotion-mix in Tourism Marketing.	2 classes per week	Lecture/Discussion /quiz
December	Importance of leadership and Communication skills in tourism marketing, Importance of Marketing in tourism, Role of tourism association in promotion of tourism.	2 classes per week	Lecture/Discussion /quiz
February	Special Marketing effort of GOI (Govt. of India) and Himachal Tourism. Role of Marketing in expansion of Indian tourism industry.	2 classes per week	Lecture/Discussion /quiz
March	Revision/Assignment/class test	2 classes per week	Discussion/Presentation /quiz

<b>Year- Second Year</b>			
<b>Paper- Tourism Organizations &amp; Associations</b>			
<b>Paper Code: TTMC 204</b>			
<b>Course outcome:</b> After the end of this course, the students will have knowledge about various tourism related associations and organisations including UNWTO, PATA, UFTAA, IATA, WATA, ICAO, WTTC, TAAI, TAFI, FHRAI, IH&RA, Ministry of Tourism, ITDC, HPTDC, SAARC, ABVIMAS, NIM, HMI, IMF and their roles in development of tourism. The students will also be familiar with city and Airport codes of Asian region, and MICE tourism.			
<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Tourism Organisations: UNWTO (United Nations World Tourism Organization), PATA (Pacific Asia Travel Association), UFTAA (Universal Federation of Travel Agents Association).	6 classes per week	Lecture/Discussion /quiz
September	IATA (International Air Transport Association), WATA (World Association of Travel Agencies), ICAO (International Civil Aviation Organization), WTTC (World Travel & Tourism Council), TAAI (Travel Agents Association of India).	6 classes per week	Lecture/Discussion /quiz
October	TAFI (Travel Agents Federation of India), FHRAI (Federation of Hotel and restaurant Associations of India) and IH & RA (International Hotel and Restaurant Association). Ministry of Tourism, Government of India, Role of ministry of tourism in developing tourism business and infrastructure in India.	6 classes per week	Lecture/Discussion /quiz
November	ITDC (Indian Tourism Development Corporation): Formation, Structure and Functions, Role of ITDC in developing tourism business and infrastructure in India, Incredible India Campaign, Tourism Policies of India. HPTDC (Himachal Pradesh Tourism Development Corporation): Role of HPTDC in tourism development and promotion in Himachal, Marketing campaigns by department of Tourism-Himachal Pradesh and civil aviation.	6 classes per week	Lecture/Discussion /quiz
December	Important city and Airport codes of Asian region. Scope of MICE tourism in UAE. Role of PATA, SAARC in the Promotion of Tourism in Asian region.	6 classes per week	Lecture/Discussion /quiz
February	Mountaineering Institutes i.e. ABVIMAS(Atal Bihari Vajpayee Institute of Mountaineering and Allied Sports), NIM (Nehru Institute of Mountaineering), HMI (Himalayan Mountaineering Institute), IMF (Indian Mountaineering Foundation); Role of mountaineering institutes in development of adventure tourism business in India.	6 classes per week	Lecture/Discussion /quiz
March	Revision/Assignment/class test	6 classes per week	Discussion/quiz /Presentation

#### **TTMC 205 Practical- Field Tour**

The Department organises a field tour, which provides students with practical exposure to the destinations of the country and state. The tour lasts around a week; but, depending on the tour agenda, it may last longer. The field trip is followed by a tour report and presentation.

**Year- Third Year**

**Paper- Tourism Guiding/ Escort Services**

**Paper Code: TTMC 301**

**Course outcome:** At the end of this course, the students will be familiar with the Guide, Escort, various adventure activities, and Travel Documents including Passport, Visa and Insurance. The students will be able to describe roles of tour Guides, history of Guiding, Guide registration process, communication skills for tour guides, roles, responsibilities, allowances and characteristics of Escort. Along with, the students will be able to define and describe Passport, Visa and their types.

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Guide: Meaning, Role of a Guide in Tourism, History of Guiding in Tourism, Procedure of registration/approval of Guides.	4 classes per week	Lecture/Discussion /quiz
September	Meaning of communication, Essentials of verbal and non-verbal communication skills for a guide. Escorts - personal hygiene and grooming, pre, post and during tour responsibilities, Check-list, handling emergencies, leading a group, code of conduct.	4 classes per week	Lecture/Discussion /quiz/video
October	Difference between guide and Escort. Wages and Allowances for Tour Guide and Escorts in India: Daily Allowances & Over Night Charges.	4 classes per week	Lecture/Discussion /quiz
November	Introduction to Adventure Tourism, Land Based Adventure tourism activities, Skills required for Trekking, Hiking, Rock Climbing, Medical Requirements.	4 classes per week	Lecture/Discussion /quiz/Video
December	Passport & Visa: Meaning and Types, Handling emergencies– Medical Rescue and Evacuation, Health and Tourist Insurance Covers.	4 classes per week	Lecture/Discussion /quiz
February	Assistance by the Guides in Giving Instructions to Tourists and Providing Instant Medical Rescue. Important Adventure tour Itineraries of Himachal Pradesh.	4 classes per week	Lecture/Discussion /quiz
March	Revision/Assignment/class test	4 classes per week	Discussion/quiz / Presentation/Test

**Year- Third Year**  
**Paper- Transport Service in Tourism**  
**Paper Code: TTMC 303**

**Course outcome:** After studying this course, the students will be familiar with various modes of transportation in tourism, their historical developments and roles in promotion o tourism. The students will be able to describe Air Transport- services type, seat types and booking and cancellation procedures; Water transport types; Road Transport- Types, schemes and passes; and Rail Transport including Luxury Tourist trains and Mountain trains.

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Introduction to Transportation industry, history and evolution of Transportation and its linkage with tourism.	2 classes per week	Lecture/Discussion /quiz
September	Modes of transportation (air, water, and surface) Air – Scheduled and non-scheduled services, LCC and its benefits, types of seats, Booking, cancellation and refunds.	2 classes per week	Lecture/Discussion /quiz
October	Water transport – River, lake and Ocean/sea cruises, Star Cruise, Surface Transport: options available to the clients-Car, coach, bus, Rent-a-car Scheme, Indrail and Eurail pass.	2 classes per week	Lecture/Discussion /quiz
November	General information about Indian railways. Luxury Tourist trains in India (Palace On Wheels, Royal Rajasthan on Wheels, Golden Chariot, (Continue...)	2 classes per week	Lecture/Discussion /quiz/Video
December	Deccan Odyssey, and Royal Orient). Study of railway time-tables. Online railway bookings through Indian Railways website.	2 classes per week	Lecture/Discussion /quiz/Video
February	Mountain trains in India (Kalka-Shimla, Nilgiri Mountain railway, Darjeeling Mountain Railway). Role of Air India in promoting Indian tourism, Private air carriers in India.	2 classes per week	Lecture/Discussion /quiz/Video
March	Revision/Assignment/class test	2 classes per week	Discussion/quiz / Presentation/Test

**Year- Third Year**

**Paper- Researching for Hospitality & Tourism Management**

**Paper Code: TTMC 304**

**Course outcome:** At the end of this course, the students will have understanding of Research in Tourism and Hospitality Management and they will be able to describe its importance, types, major research areas, challenges, planning process. Further, they will be familiar with Hypothesis, sampling techniques, data collection methods, field work and report writing

<b>Time period</b>	<b>Topics to be covered</b>	<b>No. of lectures weekly</b>	<b>Teaching methods</b>
August	Meaning, objectives and significance and characteristics of research, types of research.	3 classes per week	Lecture/Discussion /quiz
September	Research process, Major areas of Tourism research-Challenges and Status. Planning of research-Planning process.	3 classes per week	Lecture/Discussion /quiz
October	Formulation of research problem, Literature Review, Hypothesis-Meaning, characteristics, types and importance.	3 classes per week	Lecture/Discussion /quiz
November	Sampling Methods/ techniques and errors.	3 classes per week	Lecture/Discussion /quiz
December	Data collection methods.	3 classes per week	Lecture/Discussion /quiz
February	Data Analysis, Field work. Report writing and presentation.	3 classes per week	Lecture/Discussion /quiz/Presentation
March	Revision/Assignment/class test	3 classes per week	Discussion/quiz / Presentation/Test

<b>Year- Third Year</b> <b>Paper- Hotel &amp; Resort Management</b> <b>Paper Code: TTMC 308</b>			
<b>Course outcome:</b> After studying this course, the students will be familiar with the history of accommodation and its types, categories, different departments (and their functions) and procedures in accommodation industry, along with the case studies of various leading accommodation chains in India.			
Time period	Topics to be covered	No. of lectures weekly	Teaching methods
August	History of Accommodation: Hotels, Motels and Resorts, Inns, Camps, Home Stay.	2 classes per week	Lecture/Discussion /quiz/Video
September	Types of primary and secondary accommodation, Difference between hotel, resort and motel. Procedural Aspects in Hotel Industry, Categorization of Hotels in India, Classified and Non Classified hotels,	2 classes per week	Lecture/Discussion /quiz/Video
October	Star category hotels and Requirements for each star category-one, two, three and four star hotels (Continue..)	2 classes per week	Lecture/Discussion /quiz/Video
November	Five star Hotel, Different departments in a hotel and their Functions, Housekeeping, Front office, (Continue..)	2 classes per week	Lecture/Discussion /quiz/Video
December	Food & Beverage department, Marketing and Sales of Hotels. Case study of Oberoi.	2 classes per week	Lecture/Discussion /quiz/Video
February	Case study of Welcome Heritage and Taj Group of Hotels, Essential and Allied services of an International hotel.	2 classes per week	Lecture/Discussion /quiz/Video
March	Revision/Assignment/class test	2 classes per week	Discussion/quiz / Presentation/Test

#### **TTMC 306: Project Work**

This course work is an opportunity and assessment of the students about their understating of tourism subject. The Project will be on cultural/ heritage/Adventure/ Cuisine/Pilgrimage of Himachal Pradesh/ India. The project must be in printed/ hand written format.

#### **TTMC 310 –Leadership Development Program**

This course aims to sensitize the tourism students towards the ground level reality of tourism and practical that attempt to connect classroom leanings with real time environment. The students will be required to go on a leadership Development program and submit a report on the same. The report must be in printed/ hand written format.

**Govt. College Una**  
**Department of (Music Instrumental/Vocal)**  
**Teaching Plan BA 1<sup>ST</sup> Year(2023-2024)**  
**MUSA 101TH DSC**

**TITTLE- BASIC PRINCIPLE OF INDIAN MUSIC & BIOGRAPHIES OF  
MUSICIANS, COMPOSERS & MUSICOLOGISTS.**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Sangeet, Saptak Aroh-Avroha, Pakad ,Laya Raga	August- September	Lecture Method/Practical
	Varna, Jatis Of Raga-Audav-Shadav-Sampuran,Nad-Nad ki Jati-Tarta,Tivrata,Gun	September- October	Lecture Method
2	Knowledge of Tanpura, Sitar, Tabla, Harmonium, Biographies Of Tansen,Ustad Shahid Parvez	October- November	Lecture Method/Practical
3	Ustad Zakir Hussain, Ustad Amir Khan, Study of Raga:- Alhaiya Bilawal, Kafi, Bhairav, Study of Teentala, Dadra	November- Feb	
	Revision	March	

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher:-

Principal

Dr. Sanjay Verma

Dr. Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental/Vocal)**  
**Teaching Plan BA 1<sup>ST</sup> Year(2023-2024)**  
**MUSA 102PR**  
**TITTLE- STAGE PERFORMANCE**

SECTION	TOPIC	MONTH	METHOD OF TEACHING
1	Swar Abhayas and Alankar	August	Practical
	Technique of Mizrab's Bol, Basic knowledge of Playing Alankars on Harmonium, Introduction of Teen Tala, Introduction of raga Alhaiya Bilawal, Drut khyal/Razakhani Gat in Alhaiya Bilawal	September-October	Lecture/ practical
2	Jhala and Tarana in Alhaiya Bilawal, Raga kafi Drut khyal/Razakhani Gat, Jhala -Trana, Introduction of Raga Bhairav	October-November	Lecture/ practical
3	Drut khyal/razakhani Gat in Raga Bhairav, Jhala/ Trana, Ability to recite the following Thekas with Tali and khali:-Teentala, Dadra, Practice the talas on hands	November-Feb	Lecture/ practical
	Revision, Annual Practice	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Dr. Sanjay Verma

Dr. Monika Thakur

Principal

**Govt. College Una**  
**Department of Music (Instrumental/Vocal)**  
**Teaching Plan BA 1<sup>ST</sup> year(2023-2024)**  
**MUSA 103TH**

**TITLE- Theory of Indian Music (General) & Biographies of  
Musicians, Composers & Musicologists**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Study of the following terms:- Mela (That), Ashray Raga, Raga Lakshana, Shrutii, , Alankar, Gamak	August-September	Practical
	Vadi-Samvadi- Anuvadi-Vivadi, Vakra Swara, Varjit Swar Biography & contribution of Pt, Jaidev, Ustad Abdul	September-October	Lecture/ practical
2	Biographies and contributions of , Ustad Abdul Karim Khan, Pt. Bhatkhande, Pt. Ravi Shankar	October-November	Lecture/ practical
3	Study of following Ragas&Tala:- Raga- Yaman, Bhoopali,Bihag Tala:-Ektal,Jhaptal	November-Feb	Lecture/ practical
	Revision	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher  
Dr.Sanjay Verma

Principal

Dr. Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan BA 1<sup>ST</sup> Year(2023-2024)**  
**MUSA 104PR**  
**TITTLE- VIVA-VOCE**

SECTION	TOPIC	MONTH	METHOD OF TEACHING
	Practice of Alankars	August	Practical
	,Introduction of raga Yaman,Alankar&Drut khyal/Razakhani Gat in yaman,	September-October	Lecture/ practical
	Jhala and Tarana in Yaman,Raga bhoopali Alankar &Drut khyal/Razakhani Gat,Jhala -Trana, Introduction of Raga Bihag	October-November	Lecture/ practical
	Alankar & Drut khyal/razakhani Gat in Raga Bihag,Jhala/ Trana, Ability to recite the following Thekas with Tali and khali:-Ektal, Jhaptal Practice the talas on hands	November-Feb	Lecture/ practical
	Revision, Annual Practice	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher  
Dr.Sanjay Verma

Dr. Monika Thakur

Principal

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan BA 2<sup>nd</sup> Year(2023-2024)**  
**MUSA201TH- Unit-1**

**TITLE- Theory of Indian Music, Ancient Granthas& Contribution of musicologists**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Definition of the following terms:- khyal,maseetkhani-Razakhani gat, Meend, Soot, Murki,kan, khatka,Krintan	August-September	Lecture/Practical
	Tarana,Dhrupad, Harmony, Comparative study of Bhatkhande & Vishnudigamber Paddhati Writing of Talas & Compositions in Notation, Study of Ragas:- Raga-Maru- Bihag, Malkauns, Vrindavani Sarang&Talas prescribed in syllabus.	September- October	Lecture/ practical
2	comparative study of Ragas with the Ragas of the previous semester, Essay:- Shastriya Sangeet & Sugam Sangeet, Study of Granths:- NtyaShastra,Sangeet Ratnakar	October- November	Lecture/ practical
3	Granth Vrihdeshi Life & Contribution of the following:- Pt. V. D. Paluskar, Swami Tyagraja, Pt.Sharangdev	November-Feb	Lecture/ practical
	Revision	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Dr.Sanjay Verma

Dr. Monika Thakur

Principal

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan BA 2ndYear(2023-2024)**  
**MUSA202PR (UNIT-2)**  
**TITTLE- STAGE PERFORMANCE**

SECTION	TOPIC	MONTH	METHOD OF TEACHING
	Introduction of Syllabus, practice of Alankars, Introduction of Raga Malkauns	August	Practical
	alankar in malkauns, Vilambit Khyal/Maseetkhani Gat / Mdhya laya khyal/Razakhani Gat	September-October	Lecture/ practical
	Jhala and Tarana in Malkauns ,Raga Maru Bihag Alankar &Drut khyal/Razakhani /Madhya Lay Gat,Jhala - Trana, Introduction of Raga Vrindavani Sarang	October-November	Lecture/ practical
	Alankar & Drut khyal/razakhani Gat in Raga Vrindavani Sarang ,Jhala-Trana, Ability to recite the Thekas, Dugun, chaugun of Chautal,dhamar,Roopak Taal Practice on hands	November-Feb	Lecture/ practical
	Revision, Annual Practice	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session

Name of the teacher

Dr.Sanjay Verma

Dr.monika Thakur

Principal

**Govt. College Una**  
**Department of Music (Instrumental &Vocal)**  
**Teaching Plan BA 2nd Year(2023-2024)**

**MUSA203TH**

**TITLE-** Theory of Indian Music, Medieval Granthas &  
Contribution of Musicians & Musicologists.

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Definition of Alap- Jor- Jhala, Thumri, Dadra, Tappa	August-September	Practical
	Sandhi parkash raga Parmel parveshak raga, Detail study of Raga Bageshree, Jaunpuri, Miyan Malhar	September-October	Lecture/ practical
2	Study of Talas:-Chaalaa , Rupak, Kherva Essay on Raga ka Samay Siddhant, Study of Granthas:- Sangeet-Parijat, Swarmel Kalanidhi, Chaturdandi Prakshika.	October-November	Lecture/ practical
3	Life and Contribution of :-Vidushi kishori Amonkar, Py. Nikhil Banerjee,Ustad Vilayat Khan	November-Feb	Lecture/ practical
	Revision	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

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**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA 2ndYear) (2023-2024)**

**MUSA204PR**  
**TITTLE- VIVA VOCE**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	,Introduction of raga Bageshavri alankar,	August-September	Practical
	Raga Bageshavri Vilambit /Drut Khyal/Maseetkhani / Razakhani Gat	September-October	Lecture/ practical
	Jhala and Tarana in Bageshavri,Raga Jaunpuri Alankar &Madhya lay khyal/Razakhani Gat,Jhala -Trana, Introduction of Raga Miyan Malhar	October-November	Lecture/ practical
	Alankar & Drut khyal/razakhani Gat in Miyan Malhar Jhala-Trana, Ability to recite the Thekas, Dugun, chaugun of Chautal,dhamar,Roopak ,Taal Practice on hands	November-Feb	Lecture/ practical
	Knowledge of playing National Anthem or Himachali Folk songs on Harmonium/Sitar,Revision, Annual Practice	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma  
Dr.Monika Thakur

**Govt. College Una**  
**Department of (Music Instrumental&Vocal)**  
**Teaching Plan(BA 2ndYear) (2023-2024)**

**SEC-1 MUSA205PR**

**TITTLE- Title-Presentation and Documentation-I**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Understanding various parts of Tanpura/Sitar Technique of tuning Sitar/ Tanpura	August- September	Practical
	Alankars on Sitar/Harmonium, Practice of tunning the Instruments	October- November	Lecture/ practical
	Presentation on Tribal music, Light Music	December-Feb	Lecture/ practical
	Classical raag based on filmy songs, Report Making on District Fairs, Revision.	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma  
Dr.Monika Thakur

**Govt. College Una**  
**Department of Music Instrumental&Vocal)**  
**Teaching Plan(BA 2ndYear) (2023-2024)**

**SEC-2 MUSA207PR**  
**TITTLE- Title-Presentation and Documentation-II**

<b>SECTION/UNIT</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Knowledge of Tabla, Taal, Introduction of Teentala,	August-September	Practical
	Practice of Teentala on tabla, Introduction of Kehrwa tala,Practice of kehrwa on Tabla	October-November	Lecture/ practical
	Knowledge of Operating Sound System, Report Making on Classical Concert	December-Feb	Lecture/ practical
	Report Making on Music Festival, Revision	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma  
Dr.Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA3rdYear) (2023-2024)**

**SEC-3 MUSA301PR**  
**TITTLE- Title-Presentation and Documentation-II**

<b>SECTION/UNIT</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Power point Presentation on the contemporary classic music performance	August-September	Practical
	Basic Techniques of Tabla and Harmonium,	October-November	Lecture/ practical
	Visit to All India Radio/ Doordarshan	December-Feb	Lecture/ practical
	Visit to State Festival/ T.V. Channel	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma  
Dr.Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA3rdYear) (2023-2024)**

**SEC-3 MUSA301PR**

**TITTLE- Title-Presentation and Documentation-II**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Composing Music For Patriotic song	August-September	Practical
	PPT on the life and the Contribution of Great Musicians	October-November	Lecture/ practical
	Attending Music Conferences/Listening of Radio Sangeet Sammelans and listening of Audio/Visual adds,National Programmes of Music	December-Feb	Lecture/ practical
	Attending Music Conferences/Listening of Radio Sangeet Sammelans and listening of Audio/Visual adds National Programmes of Music	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma

Dr.Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA 3<sup>rd</sup> Year) (2023-2024)**

**MUSA303TH**

**TITLE-** Theory of Indian Music and study of ancient granthas and Rāgas.

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Essays on Folk music of H.P., Modern trends in music, The relevance of time theory in Hindustani Classical Music	August- September	Lecture/Practical
2	Biographies of Pt. BhimSen Joshi, Lata Mangeshkar, Study of Gram, Murchanna and Jati as treated in Natyashastra. Study of Gram Murchna and jati as treated in Natyashastra, Discuss Avirbhav-Tirobhav, Gayak ke Gun-Avgun	September- October	Lecture/ practical
3	Margi-Desi Sangeet, Taal and Dus Pran, Basic Knowledge of stringed instrument used in Hindustani Classical Music,	October- November	Lecture/ practical
	Write the Theka of Teental along with dugun, tigon and Chaugun Make a diagram of Taanpura/Sitar and level its sections	November- Feb	Lecture/ practical
	Revision	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Dr.Sanjay Verma  
Dr.Monika Thakur

Principal

**Govt. College Una**  
**Department of Music( Instrumental&Vocal)**  
**Teaching Plan(BA 3<sup>rd</sup> Year) (2023-2024)**

**MUSA304PR**  
**TITTLE:- PRACTICAL**

<b>SECTION/UNIT</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	,Introduction of raga Todi alankar,	August-September	Practical
	Raga Todi Vilambit/Drut Khyal/ Maseetkhani / Razakhani Gat	September-October	Lecture/ practical
	Jhala and Tarana inTodi, Raga Bhairavi Alankar &Madhya lay khyal/Razakhani Gat,Jhala -Trana, Introduction of Raga Darbari Kanada	October-November	Lecture/ practical
	Alankar & Drut khyal/razakhani Gat in Darbari Kanada Jhala-Trana, Ability to recite the Thekas, Dugun, chaugun of Teen tala ,Ek Taal, Chau tala, Dadra,The Taal Practice on hands	November-Feb	Lecture/ practical
	Innovative singing/playing to enhance the musical ability of the students in the class room,Guided listening session on the practical aspects of music.	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Dr.Sanjay Verma

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**Govt College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA 3<sup>rd</sup> Year) (2023-2024)**

**MUSA305TH**

**TITLE- Theory of Indian Music and Ghrarana  
tradition**

<b>SECTION</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
1	Defination of Nibadh,Anibadha,Prabandha,Kaku Sthaya	August-September	Practical
2	Varna,Vadyavrind,Vrindgana,Basic knowledge of percussion instruments used in classical music Tabla & Pakhawaj Dus Thaats, Gharana prampara of Hindustani Music	September-October	Lecture/ practical
3	Thumri, Tappa, Dadra, Chaturung, Write the Thekas of EkTaal, Chautal, Deepchandi Dhamar with Dugun, Tigonand Chaugun	October-November	Lecture/ practical
	Classical Music and Film Music,Music and Aesthetics	November-Feb	Lecture/ practical
	Revision	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

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Dr.Monika Thakur

**Govt.College Una**  
**Department of Music (Instrumental&Vocal)**  
**Teaching Plan(BA 3<sup>rd</sup> Year)**  
**MUSA306PR**  
**TITTLE:- VIVA-VOCE**

SECTION/UNIT	TOPIC	MONTH	METHOD OF TEACHING
	,Introduction of raga Bhimplasi alankar,	August-September	Practical
	Raga Bhimplasi Vilambit/Drut Khyal/Maseetkhani / Razakhani Gat	September-October	Lecture/ practical
	Jhala and Tarana in Bhimplasi,Raga Des Alankar &Madhya lay khyal/Razakhani Gat,Jhala -Trana, Introduction of Raga Puriya Dhanashree	October-November	Lecture/ practical
	Alankar & Drut khyal/razakhani Gat in Puriya Dhanashree Jhala-Trana,Ability to recite the thekas of Tilwada,Jhaptal,Dhamar,Roopak,Kehrava,The Taal Practice on hands Singing/playing Devotional songs Shabad/Bhajan with Harmonium	November-Feb	Lecture/ practical
	5 film songs in Raags, "Bhairavi and Malkauns", Guided listening sessions on the performing aspects of Music	March	Lecture/Practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma

Dr.Monika Thakur

**Govt. College Una**  
**Department of (Music Instrumental)**  
**Teaching Plan BA 3<sup>rd</sup> Year (2023-2024)**

**GE-1MUSA307TH**

**TITTLE- Theory of Indian Music and Folk Music of  
Himachal Pradesh**

<b>SECTION/UNIT</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Folk songs of Himachal Pradesh, knowledge of Folk instruments, Ransingha, Nagara,	August-September	Practical
	Shehnai, Karnal Biographies of Musicians of H.P., Pt. Somdutt Battu, Hemant Kanwar, Kashmiri Lal	October-November	Lecture/ practical
	Introduction of Raga Yaman And Bhoopali, Introduction of Teentala and Dadra	December-Feb	Lecture/ practical
	Essay on Music and Culture, Impact of Music in Human life, Revision	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma

Dr.Monika Thakur

**Govt. College Una**  
**Department of Music (Instrumental &Vocal)**  
**Teaching PlanBA 3<sup>rd</sup> Year (2023-2024)**

**GE-2 MUSA308PR**

**TITTLE- Theory of Indian Music and Folk Music of  
Himachal Pradesh**

<b>SECTION/UNIT</b>	<b>TOPIC</b>	<b>MONTH</b>	<b>METHOD OF TEACHING</b>
	Basic strokes of sitar, Practice of Alankars on stroke Patterns	August-September	Practical
	Aroh-Avroh in raga Yaman and Bhairav, Drut Gat/ khyal in both the ragas	October-November	Lecture/ practical
	Knowledge of Jhala Playing, practice of Teentala & Dadra on hands, variety of Taan Patterns,	December-Feb	Lecture/ practical
	Guided listening sessions of classical vocal/instrumental music, Revision	Feb-March	Lecture/ practical

Note: Class test, assignments and mid term test will be taken during the session.

Name of the teacher

Principal

Dr.Sanjay Verma

Dr.Monika Thakur



**Govt. College Una**  
**(Utkarish Mahavidyalaya by H.P. Govt.)**  
**Lesson Plan**  
**Sept 2023-Dec 2023**

<b>Name Of Teacher</b>	Assistant. Prof. Rajni Kaushal	<b>Department</b>	MCA
<b>Subject Name</b>	Discrete Mathematics	<b>Subject Code</b>	MCA-304
<b>Semester</b>	3 <sup>rd</sup>	<b>Academic year</b>	2023-24
<b>Lesson Plan</b>			
<b>S. No.</b>	<b>Name of the Topics</b>	<b>No. of Lectures</b>	
<b>Unit-I</b>			
1	<b>Organization and Information Systems-</b> data and information, Information system and types, components of Information System	01	
2	managing information systems in organizations, challenges for managers	01	
3	ethical and Social issues concerning Information Systems	01	
4	<b>Management Information System (MIS):</b> Components of MIS, functions, applications of MIS, Limitations of MIS	01	
5	<b>Decision Making and MIS:</b> Decision making, types of decisions, decision Support System (DSS). Types of DSS,	03	
6	Components and functions of DSS, GDSS, Information system for decision making.	02	
<b>Unit-II</b>			
6	<b>Development of MIS system-need for MIS Planning:</b> objectives, process and techniques of MIS	01	
7	<b>Approaches of System development:</b> Top down, bottom up and integrative methods, System Development Life Cycle(SDLC),	02	
8	Prototyping, Rapid Application Development, End User Development;	02	
9	<b>System Analysis:</b> feasibility study, requirement analysis, structured analysis;	02	
10	<b>System Design Conceptual and detailed design:</b> Implementation and post implementation issuer for MIS	02	
11	<b>System Development Life Cycle:</b> Sequential Process of software development, Computer Aided Software Engineering (CASE); Information system audit.	02	
<b>Unit-III</b>			
11	<b>Enterprise Systems:</b> Enterprise Resources Planning (ERP): Features, selection criteria, merits issues and challenges in Implementation.	03	
12	<b>ERP: System Perspective:</b> Management Information System, Operations Support System, DSS Transaction Processing System.	03	
13	Network Structure of ERP System, ERP Work Bow, and Process modelling for ERP Systems.	03	
		02	
<b>Unit-IV</b>			
14	<b>ERP: Resource Management Perspective:</b> Business Process Reengineering, Relationship between ERP & BPR, ERP.	02	
15	Implementation Life Cycle, Implementation methodology, ERP Project Management & Monitoring.	02	
16	<b>Security and Ethical Challenges:</b> Ethical responsibilities of Business Professionals	03	
17	Business technology; Computer crime - Hacking, cyber theft, unauthorized use at work; Piracy-software and intellectual property; Privacy-Issues and the Internet Privacy	03	
<b>Total</b>			<b>41</b>



**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए./बी.कॉम. प्रथम वर्ष (2023–2024)**  
**(SKT/HINDI-I, HIND 101)**

शीर्षक : प्रयोजन मूलक हिन्दी

अनुभाग	विषय	माह	शिक्षण विधि
1	पत्र लेखन, टिप्पणी, प्रतिवेदन, पत्राचार, अर्थ एवं प्रकार, व्यावहारिक, व्यावसायिक एवं सरकारी पत्र लेखन, अनुवाद परिभाषा एवं उपयोगिता	अगस्त–सितम्बर	व्याख्यान विधि
2	मुहावरे और लोकोक्तियाँ, अर्थ, परिभाषा एवं विभिन्न मुहावरे तथा लोकोक्तियाँ	सितम्बर–अक्टूबर	व्याख्यान विधि
3	पर्यायवाची, विलोम शब्द, अनेकार्थी, वाक्य या वाक्यांश के लिए एक शब्द अथवा अनेक शब्दों के लिए एक शब्द	अक्टूबर–नवंबर	व्याख्यान विधि
4	कम्प्यूटर में हिन्दी प्रयोग : कम्प्यूटर की संरचना, वर्तनी संशोधन एवं इन्टरनेट कार्यप्रणाली, पारिभाषिक शब्दावली कार्यालयी हिन्दी और और अनुवाद : विशेषताएँ, अनुवाद–प्रक्रिया, समस्याएँ एवं कठिनाइयाँ	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. प्रथम वर्ष (2023–2024)**  
**(AECC-2, HIND 104)**

शीर्षक : हिंदी भाषा और संप्रेषण

अनुभाग	विषय	माह	शिक्षण विधि
1	भाषा की परिभाषा, प्रकृति एवं विविध रूप। हिन्दी भाषा की विशेषताएँ : क्रिया, विभक्ति, सर्वनाम, विश्लेषण एवं अव्यय संबंधी। उपसर्ग, प्रत्यय, समास	अगस्त–सितम्बर	व्याख्यान विधि
2	पर्यायवाची शब्द, विलोम शब्द, अनेक शब्दों के लिए एक शब्द, शब्द शुद्धि, वाक्य शुद्धि, मुहावरे और लोकोक्ति	सितम्बर–अक्टूबर	व्याख्यान विधि
3	वर्ण–व्यवस्था = स्वर, व्यंजन स्वर के प्रकार, व्यंजन के प्रकार, वर्ण का उच्चारण स्थान, बलाघात, संगम, अनुतान संधि।	अक्टूबर–नवंबर	व्याख्यान विधि
4	भाषा संप्रेषण, हिन्दी वाक्य रचना, वाक्य भेद, वाक्य रूपांतर विविध प्रकार के पत्र लेखन	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. प्रथम वर्ष (2023–2024)**  
**(DSC-1A, HIND 102)**

शीर्षक : हिन्दी साहित्य का इतिहास

अनुभाग	विषय	माह	शिक्षण विधि
1	काल विभाजन एवं नामकरण, आदिकालीन काव्य धाराएँ—सिद्ध, नाथ एवं जैन साहित्य, प्रमुख रासो काव्य, आदिकालीन हिन्दी साहित्य की सामान्य विशेषताएँ	अगस्त—सितम्बर	व्याख्यान विधि
2	भक्ति आन्दोलन : सामाजिक—सांस्कृतिक पृष्ठभूमि प्रमुख निर्गुण कवि, प्रमुख सगुण कवि भक्तिकाल की सामान्य विशेषताएँ	सितम्बर—अक्टूबर	व्याख्यान विधि
3	रीतिकाल की ऐतिहासिक पृष्ठभूमि, रीतिबद्ध, रीतिसिद्ध, रीतिमुक्त कवि	अक्टूबर—नवंबर	व्याख्यान विधि
4	1857 का स्वतंत्रता संघर्ष और हिन्दी नवजागरण, भारतेन्दु युगीन साहित्य की विशेषताएँ। महावीर प्रसाद द्विवेदी और उनका युग, द्विवेदी युग के प्रमुख गद्य लेखक, कवि मैथिलीशरण गुप्त और राष्ट्रीय काव्यधारा छायावाद, प्रगतिवाद, प्रयोगवाद और नई कविता एवं हिन्दी में गहन विधाओं का उद्भव और विकास—उपन्यास, कहानी, नाटक निबंध	नवंबर—फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** — क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. प्रथम वर्ष (2023–2024)**  
**(DSC-1B, HIND 103)**

शीर्षक : मध्यकालीन हिन्दी कविता

अनुभाग	विषय	माह	शिक्षण विधि
1	कबीर तथा सूरदास का सामान्य परिचय, काव्यगत विशेषताएँ, कबीर की साखियाँ (कबीर ग्रंथावली सं०-श्यामसुन्दरदास) सूरदास के पद (भ्रमरगीत सार से)	अगस्त-सितम्बर	व्याख्यान विधि
2	तुलसीदास तथा मीराबाई का सामान्य परिचय, काव्यगत विशेषताएँ, कवितावली (बालकाण्ड तथा उत्तरकाण्ड), विनय पत्रिका के पद। मीराबाई के पद (मीराबाई की पदावली-सं० परशुराम चतुर्वेदी)	सितम्बर-अक्टूबर	व्याख्यान विधि
3	रसखान तथा बिहारी का सामान्य परिचय एवं काव्यगत विशेषताएँ। रसखान के पद (रसखान रचनावली-सं० विद्यानिवास मिश्र) बिहारी के दोहे (बिहारी रत्नाकर-सं० जगन्नाथ रत्नाकर)	अक्टूबर-नवंबर	व्याख्यान विधि
4	भूषण तथा घनानंद का सामान्य परिचय एवं काव्यगत विशेषताएँ, शिवराज भूषण के पद (भूषण ग्रंथावली-ना० प्र० स० काशी) घनानंद के छंद (घनानन्द कवित्त - सं० विश्वनाथ प्रसाद मिश्र)	नवंबर-फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(DSC-1C, HIND 202)**

शीर्षक : आधुनिक हिन्दी कविता

अनुभाग	विषय	माह	शिक्षण विधि
1	भारतेन्दु तथा हरिऔध का सामान्य परिचय एवं काव्यगत विशेषताएँ भारतेन्दु की कविताएँ—भारत दुर्दशा, वर्षा विनोद, प्रेम शालिका, प्रेमाश्रु वर्णन हरिऔध की कविताएँ—प्रियप्रवास, दुखिया के आँसू, एक बूँद, कांटा और फूल	अगस्त — सितम्बर	व्याख्यान विधि
2	मैथलीशरण गुप्त तथा जयशंकर प्रसाद का सामान्य परिचय एवं काव्यगत विशेषताएँ मैथिलीशरण गुप्त की कविताएँ—भारत भारती, मातृभूमि, आशा, संदेश जयशंकर की कविताएँ—ले चल वहाँ भुलावा देकर, बीती बिभावरी जाग री, अरुण यह मधुमय देश हमारा, हृदय का सौन्दर्य	सितम्बर — अक्टूबर	व्याख्यान विधि
3	निराला, अज्ञेय का सामान्य परिचय तथा काव्यगत विशेषताएँ निराला की कविताएँ—वर दे वीणा वादिनी वर दे, तोड़ती पत्थर, स्नेह निर्झर बह गया है, विधवा अज्ञेय की कविताएँ—उड़चल हारिल, कलगी बाजरे की, साँप, नया कवि : आत्म स्वीकार	अक्टूबर — नवंबर	व्याख्यान विधि
4	नागार्जुन तथा नरेश मेहता का सामान्य परिचय तथा काव्यगत विशेषताएँ नागार्जुन की कविताएँ—यह दन्तुरित मुस्कान, प्रेत का बयान नरेश मेहता की कविताएँ—तीर्थ जल, पीले फूल कनेर के, मेघ में	नवंबर— फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** — क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

श्रेयसी सिंह

प्रधानाचार्य

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(SKT HIND-2, HIND 201)**

शीर्षक : अनिवार्य हिन्दी 'रचना पुंज'

अनुभाग	विषय	माह	शिक्षण विधि
1	कबीर, घनानंद, निराला तथा बालकृष्ण शर्मा 'नवीन' का सामान्य परिचय। कबीर के पन्द्रह दोहे, घनानंद के 3 कवित्त, 3-सवैये, तोड़ती पत्थर-निराला, बालकृष्ण-विप्लव गायन	अगस्त-सितम्बर	व्याख्यान विधि
2	अज्ञेय, मुक्तिबोध तथा धूमिल का सामान्य परिचय, अज्ञेय-कितनी नावों में कितनी बार, दूर्वाचल, मुक्तिबोध-मुझे तुम्हारा साथ मिला है, ओ मेघ धूमिल-दस्तक, रोटी और संसद	सितम्बर-अक्टूबर	व्याख्यान विधि
3	प्रेमचन्द, मोहन राकेश, काशीनाथ सिंह, उदय प्रकाश का सामान्य परिचय, ईदगाह, मलबे का मालिक, अपना रास्ता लो बाबा, छप्पन तोले का करधन	अक्टूबर-नवंबर	व्याख्यान विधि
4	महादेवी वर्मा, दिनकर, श्रीलाल शुक्ल का सामान्य परिचय महादेवी-जीने की कला, दिनकर-नेता नहीं नागरिक चाहिए, श्रीलाल शुक्ला-अंगद का पाँव	नवंबर-फरवरी	व्याख्यान विधि
		मार्च	

उपर्युक्त कविताएं 'रचना पुंज' -सं० प्रोफेसर कुमार कृष्ण के संकलन से सम्बन्धित हैं।

**टिप्पणी** - क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम-

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(DSC-1D, HIND 203)**

शीर्षक : हिन्दी गद्य साहित्य

अनुभाग	विषय	माह	शिक्षण विधि
1	जैनेन्द्र कुमार का व्यक्तित्व एवं कृतित्व उपन्यास—त्यागपत्र का पाठपरक अध्ययन एवं तात्विक समीक्षा, प्रेमचन्द, जयशंकर प्रसाद, यशपाल, उषा प्रियंवदा, का व्यक्तित्व एवं कृतित्व	अगस्त— सितम्बर	व्याख्यान विधि
2	निम्न कहानियों का पाठपरक अध्ययन तथा तात्विक समीक्षा—नमक का दरोगा—प्रेमचंद, आकाशदीप—जयशंकर प्रसाद, परदा—यशपाल, वापसी—उषा प्रियंवदा	सितम्बर— अक्टूबर	व्याख्यान विधि
3	आ० शुक्ल तथा हजारीप्रसाद का व्यक्तित्व एवं कृतित्व निम्न—निबंधों का पाठपरक अध्ययन तथा तात्विक समीक्षा—लोभ और प्रीति—आ० रामचन्द शुक्ल कुटज—हजारी प्रसाद द्विवेदी	अक्टूबर—नवंबर	व्याख्यान विधि
4	महादेवी वर्मा तथा प्रभा खेतान का व्यक्तित्व एवं कृतित्व निम्न निबंधों का पाठपरक अध्ययन एवं तात्विक समीक्षा संस्कृति और शिक्षा—महादेवी वर्मा भूमण्डलीकरण, धार्मिक समाज और पूँजीवाद—प्रभा खेतान	नवंबर—फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(SEC-1, HIND 204)**

शीर्षक : कार्यालयी हिन्दी

अनुभाग	विषय	माह	शिक्षण विधि
1	हिन्दी भाषा के विभिन्न रूप—राष्ट्रभाषा, राजभाषा, जनभाषा, शिक्षण माध्यम भाषा, संचार भाषा, सर्जनात्मक भाषा, यांत्रिक भाषा।	अगस्त— सितम्बर	व्याख्यान विधि
2	राजभाषा का स्वरूप, भारतीय संविधान में राजभाषा संबंधी परिनियमावली का सामान्य परिचय, राजभाषा के रूप में हिन्दी के समक्ष व्यावहारिक कठिनाइयाँ एवं संभावित समाधान	सितम्बर— अक्टूबर	व्याख्यान विधि
3	टिप्पणी (नोटिंग), प्रारूपण/आलेखन (ड्राफ्टिंग), पल्लवन, संक्षेपण। विभिन्न प्रकार के पत्राचार, प्रशासनिक पत्रावली की निष्पादन प्रक्रिया।	अक्टूबर—नवंबर	व्याख्यान विधि
4	पारिभाषिक शब्दावली, कार्यालयी प्रयोजनों में विभिन्न यांत्रिक उपकरणों का अनुप्रयोग कम्प्यूटर, लैपटॉप, टैबलेट, टेलीप्रिंटर, टेलेक्स, वीडियो, कान्फ्रेंसिंग।	नवंबर—फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(SEC-3, HIND 301)**

शीर्षक : रंग आलेख एवं रंगमंच

अनुभाग	विषय	माह	शिक्षण विधि
1	नाटक के प्रमुख प्रकार और उनका रचना विधान—पूर्णाकी, एकांकी, लोकनाटक, प्रहसन, काव्यनाटक, नुक्कड़ नाटक, प्रतीकनाटक, भावनाटक, पाठ्यनाटक, रेडियो नाटक, टीवी नाटक	अगस्त— सितम्बर	व्याख्यान विधि
2	हिन्दी नाट्यशास्त्र और नाट्य लेखन का इतिहास, हिन्दी नाटक की प्रमुख प्रवृत्तियाँ— सामाजिक, सांस्कृतिक, ऐतिहासिक समस्यामूलक तथा एबसर्ड नाटक	सितम्बर— अक्टूबर	व्याख्यान विधि
3	हिन्दी के प्रमुख नाटक और नाटककार, हिन्दी रंगमंच के प्रमुख रूप, हिन्दी क्षेत्र की प्रसिद्ध रंगशालाएं तथा संस्थाएं।	अक्टूबर—नवंबर	व्याख्यान विधि
4	रंग शिल्प प्रशिक्षण, रंग स्थापत्य, रंग सज्जा, रंग दीपन, ध्वनि व्यवस्था एवं प्रसाधन, निर्देशन एवं अभिनय, रंगमंचीय भाषा की विशेषताएं, रंग आलेख की प्रविधि—वस्तुविधान, पात्र परिकल्पना, परिस्थिति योजना, संवाद लेखन का वैशिष्ट्य, रंग निर्देशों की उपयोगिता, रंग समीक्षा का महत्त्व	नवंबर—फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** — क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

श्रेयसी सिंह

प्रधानाचार्य

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(SEC-1, HIND 205)**

शीर्षक : हिन्दी भाषा शिक्षण

अनुभाग	विषय	माह	शिक्षण विधि
1	भाषा शिक्षण के संदर्भ : राष्ट्रीय, सामाजिक, शैक्षिक और भाषिक। भाषा शिक्षण की आधारभूत संकल्पनाएँ – प्रथम भाषा / मातृभाषा तथा अन्य भाषा की संकल्पना, अन्य भाषा के अंतर्गत द्वितीय तथा विदेशी भाषा की संकल्पना, मातृभाषा, द्वितीय भाषा और विदेशी भाषा के शिक्षण में अंतर, सामान्य और विशिष्ट प्रयोजन के लिए भाषा शिक्षण	अगस्त– सितम्बर	व्याख्यान विधि
2	भाषा शिक्षण की विधियाँ (i)–भाषा कौशल, भाषा का कौशल के रूप में शिक्षण; भाषा कौशलों के विकास की तकनीक और अभ्यास (ii)–अन्य भाषा शिक्षण की प्रमुख विधियाँ व्याकरण– अनुवाद विधि, प्रत्यक्ष विधि, मौखिक वार्तालाप विधि, संरचनात्मक विधि, द्विभाषिक शिक्षण विधि।	सितम्बर– अक्टूबर	व्याख्यान विधि
3	हिंदी शिक्षण– हिंदी का मातृभाषा के रूप में शिक्षण, द्वितीय भाषा के रूप में सजातीय और विजातीय भाषा वर्गों के संदर्भ में हिंदी शिक्षण, विदेशी भाषा के रूप में विदेशों में हिंदी शिक्षण	अक्टूबर–नवंबर	व्याख्यान विधि
4	भाषा परीक्षण और मूल्यांकन भाषा परीक्षण और मूल्यांकन की संकल्पना, भाषा परीक्षण के प्रकार, मूल्यांकन के प्रकार	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम–

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(SEC-3, HIND 302)**

शीर्षक : भाषा कम्प्यूटिंग

अनुभाग	विषय	माह	शिक्षण विधि
1	(i)–कम्प्यूटर प्रबंधन हार्डवेयर सॉफ्टवेयर प्रमुख एसीडेशन पैकेज, वेबसाइट, ई–मेल, वेब सर्फिंग (ii) – इलेक्ट्रॉनिक मीडिया, सी.डी. मोबाइल और किंडल, मैग्जीन का निर्माण ।	अगस्त– सितम्बर	व्याख्यान विधि
2	मल्टीमीडिया की कार्य प्रणाली, कम्प्यूटर में डाटा प्रविष्टि, स्मृति (मेमोरी), सूचना संग्रहण, कम्प्यूटर मुद्रण ।	सितम्बर– अक्टूबर	व्याख्यान विधि
3	सूचना प्रौद्योगिकी का स्वरूप, संचार प्रौद्योगिकी की प्रयोजनीय शब्दावली, संचार भाषा के रूप में हिन्दी की उपलब्धियाँ ।	अक्टूबर–नवंबर	व्याख्यान विधि
4	कम्प्यूटर में हिन्दी के विभिन्न अनुप्रयोग, कम्प्यूटर अनुवाद, रेडियो और टेलीविजन के कम्प्यूटर साधित कार्यक्रम ।	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. द्वितीय वर्ष (2023–2024)**  
**(SEC-2, HIND 207)**

शीर्षक : संभाषण कला

अनुभाग	विषय	माह	शिक्षण विधि
1	संभाषण का अर्थ एवं विभिन्न रूप, जनसम्पर्क में वाक्कला की उपयोगिता	अगस्त– सितम्बर	व्याख्यान विधि
2	संभाषण कला के प्रमुख उपादान, संभाषण कला के विभिन्न रूप, वाचन कला	सितम्बर– अक्टूबर	व्याख्यान विधि
3	वाद–विवाद प्रतियोगिता एवं समूह संवाद, लोक प्रशासन, जनसम्पर्क एवं विपणन के विकास में संभाषण कला का योगदान	अक्टूबर–नवंबर	व्याख्यान विधि
4	संवादी भाषा ( कनवर्सेशनल लैंग्वेज) के रूप में हिन्दी की भाषिक संवेदना की विवेचना	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

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श्रेयसी सिंह

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**(SEC-2, HIND 206)**

शीर्षक : अनुवाद विज्ञान

अनुभाग	विषय	माह	शिक्षण विधि
1	अनुवाद का तात्पर्य, अनुवाद के विभिन्न प्रकार, अनुवाद के शिल्पगत भेद	अगस्त– सितम्बर	व्याख्यान विधि
2	साहित्यिक अनुवाद के प्रमुख रूप, अनुवाद में पर्यवेक्षण (वेटिंग) की भूमिका	सितम्बर– अक्टूबर	व्याख्यान विधि
3	वैज्ञानिक तकनीकी शब्दावली का अनुवाद, मुहावरों / लोकोक्तियों का अनुवाद, संक्षिप्ताक्षरों तथा कूटपदों का अनुवाद, आंचलिक शब्दावली का अनुवाद, व्यंजनापरक लाक्षणिक पद प्रयोगों का अनुवाद, अनुवाद की सम्पादन प्रविधि, अनुवादक की अर्हता और सफल अनुवाद के अभिलक्षण।	अक्टूबर–नवंबर	व्याख्यान विधि
4	इकाई 4 – विश्व भाषाओं की प्रमुख कृतियों के हिन्दी अनुवाद एवं हिन्दी की प्रमुख कृतियों के विश्वभाषाओं में किये गये अनुवाद, भारत में अनुवाद प्रशिक्षण के प्रमुख केन्द्र, प्रमुख अनुवाद के राष्ट्रीय प्राधिकरण के गठन की आवश्यकता, हिन्दी अनुवाद का भविष्य।	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

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श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(DSE-1B, HIND 306)**

शीर्षक : छायावादोत्तर हिंदी कविता

अनुभाग	विषय	माह	शिक्षण विधि
1	अज्ञेय तथा मुक्तिबोध का व्यक्तित्व एवं कृतित्व औरत काव्यगत विशेषताएँ अज्ञेय की कविताएँ— कलगी बाजरे की, यह दीप अकेला मुक्तिबोध कविताएँ—भूल गलती, एक रंग का राग	अगस्त— सितम्बर	व्याख्यान विधि
2	नागार्जुन तथा शमशेर बहादुर सिंह का व्यक्तित्व एवं कृतित्व और काव्यगत विशेषताएँ नागार्जुन की कविताएँ—अकाल और उसके बाद, कालिदास, शमशेर बहादुर सिंह कविताएँ—सूना सूना पथ है, उदास झरना, वह सलोना जिस्म	सितम्बर—अक्टूबर	व्याख्यान विधि
3	भवानी प्रसाद मिश्र तथा कुँवर नारायण का व्यक्तित्व एवं कृतित्व और काव्यगत विशेषताएँ, भवानी प्रसाद मिश्र कविताएँ— कहीं नहीं बचे, गीत फरोश, कुँवर नारायण कविताएँ—नचिकेता	अक्टूबर—नवंबर	व्याख्यान विधि
4	सर्वेश्वरदयाल सक्सेना तथा केदारनाथ सिंह का व्यक्तित्व एवं कृतित्व और काव्यगत विशेषताएँ, सर्वेश्वरदयाल सक्सेना की कविताएँ— मैंने कब कहा, हम ले चलेंगे, केदारनाथ सिंह की कविताएँ— रचना की आधी रात, फर्क नहीं पड़ता	नवंबर—फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

टिप्पणी – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

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**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(DSE-1A, HIND 305)**

शीर्षक : लोक साहित्य

अनुभाग	विषय	माह	शिक्षण विधि
1	लोक साहित्य, लोक साहित्य के विशिष्ट अध्येता, लोक संस्कृति, लोक संस्कृति और साहित्य, लोक साहित्य के अध्ययन की प्रक्रिया, लोक साहित्य के संकलन की समस्याएँ, लोक साहित्य के प्रमुख रूप।	अगस्त– सितम्बर	व्याख्यान विधि
2	लोकगीत–संस्कार गीत, व्रतगीत, श्रम परिहार गीत, ऋतुगीत, लोकनाट्य–रामलीला, स्वांग, यक्षगान, भवाई, माच, तमाशा, नौटंकी, जात्रा, कथकली।	सितम्बर–अक्टूबर	व्याख्यान विधि
3	लोककथा– व्रतकथा, परीकथा, नागकथा, बोधकथा, कथानक रूढ़ियाँ एवं अभिप्राय, लोककथा निर्माण में अभिप्राय, लोकगाथा – लोकगाथा की भारतीय परम्परा, लोकगाथा की सामान्य प्रवृत्तियाँ, लोकनाचा प्रस्तुति।	अक्टूबर–नवंबर	व्याख्यान विधि
4	प्रसिद्ध लोकगाथाएँ–भरथरी (राजा भर्तृहरि), गूगा गाथा, गढ़ मलौण, मदना की – हार, महासती सूरमी, मोहणा, नूरपुर का राजा जगत सिंह, सुन्नी भूंकू, कुंजू–चंचलो, रानी सुनैना।	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम–

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**हिन्दी विभाग**  
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**(SEC-4, HIND 304)**

शीर्षक : समाचार संकलन और लेखन

अनुभाग	विषय	माह	शिक्षण विधि
1	समाचार : अवधारणा, परिभाषा, बुनियादी तत्त्व, समाचार और संवाद, संरचना (घटक), समाचार मूल्य, समाचार के स्रोत समाचार संग्रह-पद्धति और लेखन प्रक्रिया : सिद्धान्त और मार्गदर्शक बातें, विकासशील और जनरुचि की दृष्टियाँ।	अगस्त- सितम्बर	व्याख्यान विधि
2	2-समाचार का वर्गीकरण, संवाददाता, रिपोर्टिंग के क्षेत्र और प्रकार	सितम्बर-अक्टूबर	व्याख्यान विधि
3	इलेक्ट्रॉनिक माध्यमों से प्राप्त समाचारों का पुनर्लेखन, लीड : अर्थ, प्रकार, विशेषता, महत्त्व।	अक्टूबर-नवंबर	व्याख्यान विधि
4	शीर्षक: अर्थ, प्रकार, लिखने की कला, महत्त्व, रिपोर्टिंग : कला और विज्ञान के रूप में विश्लेषण, वस्तुपरकता और भाषाशैली	नवंबर-फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(SEC-4, HIND 303)**

शीर्षक : चलचित्र लेखन

अनुभाग	विषय	माह	शिक्षण विधि
1	भारतीय सिनेमा का इतिहास, हिन्दी की आरंभिक मूक और सवाक् फिल्में, विगत शताब्दी की लोकप्रिय हिन्दी फिल्में, गीत प्रसिद्ध संवाद।	अगस्त– सितम्बर	व्याख्यान विधि
2	प्रमुख निर्देशक एवं अभिनेता, हॉलीवुड फिल्मों की हिन्दी डबिंग, बॉलीवुड का हिन्दी फिल्मी उद्योग।	सितम्बर–अक्टूबर	व्याख्यान विधि
3	फिल्म निर्माण की प्रक्रिया, हिन्दी पटकथा लेखन का क्रमिक विकास, संवाद लेखन–प्रणाली, रीमेक फिल्मों का भाषिक पक्ष, समकालीन हिन्दी फिल्मों की भाषिक संरचना	अक्टूबर–नवंबर	व्याख्यान विधि
4	वृत्त चित्र की निर्माण पद्धति, फीचर, एड्–फिल्में फिल्मी अभिनेताओं द्वारा उच्चारित संवादों का स्वनिम के आधार पर विश्लेषण, हिन्दी की विश्व व्याप्ति में फिल्मों की भूमिका, हिन्दी की प्रमुख फिल्मों के आधार पर भाषिक संरचना का व्यावहारिक प्रशिक्षण – देवदास (तीनों निर्मितियाँ) तथा शोले।	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम–

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(GE-1, HIND 307)**

शीर्षक : आधुनिक भारतीय साहित्य

अनुभाग	विषय	माह	शिक्षण विधि
1	स्वाधीनता संग्राम और भारतीय नवजागरण तथा उसका भारतीय साहित्य पर प्रभाव, भारतीय साहित्य और राष्ट्रियता	अगस्त– सितम्बर	व्याख्यान विधि
2	महात्मा गांधी और महर्षि अरविंद का भारतीय साहित्य पर प्रभाव मार्क्सवाद एवं अस्तित्त्ववाद का भारतीय साहित्य पर प्रभाव	सितम्बर–अक्टूबर	व्याख्यान विधि
3	अनन्तमूर्ति : 'संस्कार' उपन्यास	अक्टूबर–नवंबर	व्याख्यान विधि
4	रवीन्द्रनाथ टैगोर : गीतांजलि 4 – विजय तेन्दुलकर घासीराम कोतवाल	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम—

श्रेयसी सिंह

प्रधानाचार्य

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(GE-1, HIND 307)**

शीर्षक : आधुनिक भारतीय साहित्य

अनुभाग	विषय	माह	शिक्षण विधि
1	स्वाधीनता संग्राम और भारतीय नवजागरण तथा उसका भारतीय साहित्य पर प्रभाव, भारतीय साहित्य और राष्ट्रीयता	अगस्त– सितम्बर	व्याख्यान विधि
2	महात्मा गांधी और महर्षि अरविंद का भारतीय साहित्य पर प्रभाव मार्क्सवाद एवं अस्तित्ववाद का भारतीय साहित्य पर प्रभाव	सितम्बर–अक्टूबर	व्याख्यान विधि
3	अनन्तमूर्ति : संस्कार उपन्यास	अक्टूबर–नवंबर	व्याख्यान विधि
4	रवीन्द्रनाथ टैगोर : गीतांजलि 4 – विजय तेन्दुलकर घासीराम कोतवाल	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे।

शिक्षक का नाम–

प्रधानाचार्य

श्रेयसी सिंह

**राजकीय महाविद्यालय, ऊना**  
**हिन्दी विभाग**  
**शिक्षण योजना बी.ए. तृतीय वर्ष (2023–2024)**  
**(GE-2, HIND 308)**

शीर्षक : सर्जनात्मक लेखन के विविध क्षेत्र

अनुभाग	विषय	माह	शिक्षण विधि
1	रिपोर्टाज, रिपोर्टाज एवं अन्य गद्य रूप, रिपोर्टाज और फीचर लेखन प्रविधि । फीचर लेखन, सामाजिक, आर्थिक, सांस्कृतिक, विज्ञान, पर्यावरण, खेलकूद से सम्बद्ध विषयों पर फीचर लेखन ।	अगस्त– सितम्बर	व्याख्यान विधि
2	साक्षात्कार, उद्देश्य, प्रकार, साक्षात्कार – प्रविधि, महत्त्व, स्तंभ लेखनरूप समाचार पत्र के विविध स्तंभ लेखन की विशेषताएँ, समाचार पत्र और सावधि पत्रिकाओं के लिए समसामयिक, ज्ञानवधर्क और मनोरंजक सामग्री का लेखन, सप्ताहांत अतिरिक्त सामग्री और परिशिष्ट ।	सितम्बर–अक्टूबर	व्याख्यान विधि
3	दृश्य–सामग्री ( छायाचित्र, कार्टून, रेखाचित्र, ग्राफिक्स आदि) से संबन्धित लेखन ।	अक्टूबर–नवंबर	व्याख्यान विधि
4	बाजार, खेलकूद, फिल्म, पुस्तक और कला समीक्षा, आर्थिक पत्रकारिता, खेल पत्रकारिता, ग्रामीण और विकास पत्रकारिता, फोटो पत्रकारिता ।	नवंबर–फरवरी	व्याख्यान विधि
	रिवीजन	मार्च	

**टिप्पणी** – क्लास टेस्ट, असाइनमेंट्स और मिड टर्म टेस्ट सेशन के दौरान लिए जायेंगे ।

शिक्षक का नाम—

प्रधानाचार्य

श्रेयसी सिंह

**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- B.A. 2<sup>nd</sup> Year

Course title- Principles of Macroeconomics-I (DSC-III)

Course code- ECONA 201 (Credits-6)

Nature of the course- Discipline Specific Compulsory (DSC)

Methodology to be adopted - Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Introduction to Macroeconomics and National Income Accounting	What is macroeconomics? Macroeconomic issues in an economy. National Income Accounting: Concepts of GDP and National Income; measurement of national income and related aggregates; nominal and real income; limitations of the GDP concept	August 4 weeks	Understanding of Macroeconomic concepts and measurement of National Income
2	Classical and Keynesian Theory of Macroeconomics	Classical assumptions, Say's Law of Market, Classical theory of employment, output, prices and interest, Limitations of Classical Theories. Keynesian theory of employment: Determination of effective demand, Comparison and contrast between Classical and Keynesian contribution, Relevance of Keynesian economics to developing countries.	September 4 weeks	Knowledge of unemployment issues-causes and solutions
3	Consumption, Saving and Investment Functions	Concepts of MPS, APS, MPC, APC, MPI, API. Keynes Psychological Law of Consumption. Determinants of Consumption. Saving and Investment: Equality between saving and investment. Factors determining Investment. Marginal Efficiency of Capital (MEC), Business expectations and secular stagnation.	October- November 6 weeks	Adept about explaining determinants of consumption and investment

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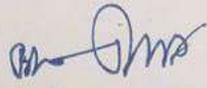
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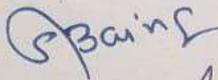
4	Money in a Modern Economy	Concept of money in modern economy; monetary aggregates; demand for money; quantity theory of money; liquidity preference and rate of interest; money supply; credit creation; monetary policy.	February-March 6 weeks	Competency in defining the role of money in modern economic system
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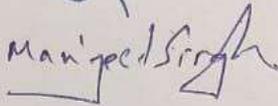
1. Asstt. Prof. (Dr.) Bhagwan Dass



2. Asstt. Prof. (Dr.) Sham Singh



3. Asstt. Prof. Manjeet Singh




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**Department of Economics**  
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**Teaching Plan**

**Class- B.A. 2<sup>nd</sup> Year**

**Course title- Principles of Macroeconomics-II (DSC-IV)**

**Course code- ECONA 202 (Credits-6)**

**Nature of the course- Discipline Specific Compulsory (DSC)**

**Methodology to be adopted** Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Multiplier and Accelerator	Investment Multiplier: Its working and leakages, Importance and critique. Acceleration Principle: contribution of Samuelson's and Hicks; Super Multiplier; Basic Concept of Business Cycle (excluding theories).	August 4 weeks	Understanding of multiplier and acceleration effect on income determination
2	Theories of Money and Inflation	Value of money, Fisher's equation, Cambridge equation, Keynesian theory of money and prices, Milton Friedman's Restatement of Quantity theory of money. Inflation and Unemployment: Concept of inflation; determinants of inflation; relationship between inflation and unemployment: Phillips Curve in short run and long run	September 4 weeks	Able to define the value of money and causes and remedies of inflation
3	IS-LM Analysis	Equilibrium of monetary and real sector: Classical and Keynesian Dichotomy; Derivation, Properties, Shifts of IS and LM Curves; Simultaneous Equilibrium in monetary and real sector.	October- November 6 weeks	Expertise in derivation of IS and LM Curves
4	Balance of Payments and Exchange Rate	Balance of payments: Capital and Current Accounts, Causes and Consequences of Disequilibrium in Balance of Payments. Market for foreign exchange: determination of exchange rate under Fixed and Flexible	February- March 6 weeks	Knowledge of Balance of payment account and exchange rate system

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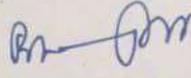
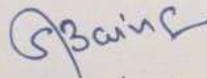
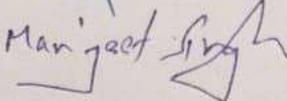
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		Exchange Rates. Balance of Payments Adjustment under Fixed and Flexible Exchange Rates.		
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- 2. Asstt. Prof. (Dr.) Sham Singh 
- 3. Asstt. Prof. Manjeet Singh 

  
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**Department of Economics**  
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**Teaching Plan**

Class- B.A. 3<sup>rd</sup> Year

Course title- Public Finance (SEC-III)

Course code- ECONA 310 (Credits-4)

Nature of the course- Skill Enhancement Compulsory (SEC)

Methodology to be adopted -Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Public Finance: An Introduction	Meaning and definition of public finance – Public finance and private finance – the principle of Maximum Social advantage. Market Failure; Private Goods, Public Goods and Merit Goods. Overview of Different Role of Government: Allocation, Stabilization and Distribution.	August 4 weeks	Able to examine the concept of maximum social advantage
2	Taxation	Revenue-Meaning, source, tax and non-tax revenue and importance – Canons of Taxation. Types of tax: Direct and indirect taxes, Progressive, proportional and regressive taxation, single and multiple taxation. Current Issues of India's Tax System. Effects of taxation. Taxable Capacity: Determinants of taxable capacity. Shifting and incidence of taxes. Distinction between impact and incidence of taxation. Factors affecting incidence of tax. Tax evasion	September 4 weeks	Understanding of taxation system.
3	Public Expenditure and Public Debt	Public Expenditure: classification of public expenditure. Causes and growth of public expenditure. Effects of public expenditure on production, employment and distribution. Growth of public expenditure. Public Debt: Meaning and classification. Need for public borrowing – Effects of public debt on production, consumption and distribution. Burden of public debt.	October- November 6 weeks	Proficient to the concepts and meaning of public debt and public expenditure in India.

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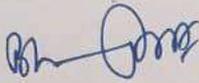
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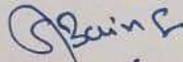
		Redemption of public debt. Growth of public debt.		
4	Public Finance in India	Indian Fiscal Policy, Budget: Concepts, instruments and objectives Types of Government Budgets: Revenue Account, Capital Account and Different Concepts of Budgetary Deficits in the Indian Context. Economic and Functional Classification of Central Govt. Budgets. Fiscal Federalism in India; Center State Financial Relations and Evaluation of Previous and Features of Latest Finance Commission. State and Local Finances.	February-March 6 weeks	Accomplished in defining the issues of federal finance

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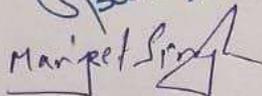
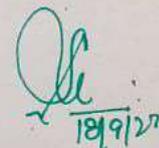
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3. Asstt. Prof. Manjeet Singh

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Govt. College, HAA  
(H.P.) Pin-174003

**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- B.A. 3<sup>rd</sup> Year

Course title- Money and Banking (SEC-IV)

Course code- ECONA 311 (Credits-4)

Nature of the course- Skill Enhancement Compulsory (SEC)

**Methodology to be adopted** Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Money: Theory and Approaches	Money: Meaning, functions and classification, Role of money in capitalist, socialist and mixed economies, Monetary standards – Metallic and paper standards, Principles and System of Note Issue. Qualities of Good Monetary Standard. Gresham's law. Measures of Money Supply	August 4 weeks	Familiarity with various approaches related to money
2	Financial Markets: Money Market and Capital Market	Financial markets and institutions; Money and capital markets: organization, structure, importance and role in economic development of India; financial crises.	September 4 weeks	Knowledge of financial system
3	Commercial Banking	Banking: Meaning and types of Banks. Indian banking system: Changing role and structure; banking sector reforms. Functions of Commercial banks. Process of credit creation. Purpose and limitations. Commercial banking in India. Nationalization of commercial banks in India. Recent reforms in banking sector in India.	October- November 6 weeks	Understanding of commercial banking
4	Central Banking and Monetary Policy	Central Bank: Functions of Central Bank. Quantitative and qualitative methods of credit control. Role and functions of the Reserve Bank of India. Monetary Policy: goals, targets,	February- March 6 weeks	Learning of central banking and monetary policy

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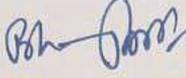
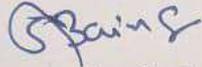
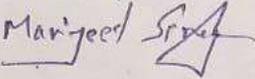
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	indicators and instruments of monetary control; success and limitation of monetary policy in India.		instruments
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**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- M.A. 1<sup>st</sup> Sem.

Course title- International Economics (DSC)

Course code- ECON 113 (Credits-6)

Nature of the course- Discipline Specific Compulsory (DSC)

**Methodology to be adopted** - Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Theories of International Trade	Need for a separate theory of international trade. Theories of international trade classical, Neo-classical, Heckscher-Ohlin and Factor price equalization theories. Empirical verification of Classical and Heckscher-Ohlin theories, Factors reversal and Leontief paradox. Emmanuel's theory of unequal exchange.	September 3 weeks	Able to explain theories of international trade and their applications
2	Impact of Dynamic Factors on International Trade	Impact of dynamic factors on international trade changes in tastes, technology, factor endowments. Rybeznski theorem and transportation costs. Derivation of offer curves- Marshall-Edgeworth, Mill and Meade. Terms of trade and measurement of gains from trade. Secular deterioration in the terms of trade of developing countries. Aid versus trade controversy.	September -October 3 weeks	Proficiency to outline the impact of dynamic factors on international trade
3	Commercial Policy and Theories of Custom Union	Commercial Policy: Free trade versus protection. Theory of tariffs; partial effects and effects on income distribution. Stolpher-Samuelson theorem. Optimum tariff, nominal and effective tariffs, infant industry tariff. Quotas and other quantitative restrictions. State trading. Multiple exchange rates. Trade policies of developing countries. Theory of custom union –trade creation and trade diversion. The SAARC, NAFTA, BRICS, G8, EU and the WTO framework. The WTO's and the developing countries.	October- November 3 weeks	Capable to analyze various policies and role of international organizations to international trade

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*[Handwritten Signature]* Manjeet Singh

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4	Balance of Payments and Exchange Rate Determination	International Monetary Theory: Balance of payments and its adjustment. Maintenance of internal balance-Elasticity and absorption approaches. Exchange rate determination and adjustments. Foreign trade multiplier. Foreign repercussions and stability problem. Flexible versus fixed exchange rate system.	November 3 weeks	Skilled to illustrate balance of payment account and explain determination of exchange rates
5	International Monetary System	Capital requirements of developing countries. Development of International Monetary system since the 1970s and its reform, international reserves and problems of liquidity, IMF and the SDRs, ADB, IFC, IDA Short-term International finance-its nature and magnitude; its merits and demerits for the developing countries.	December 3 weeks	Adept to identify long and short run capital requirements of developing countries. Understanding the role of financial institutions like IMF, ADB, IFC and IDA.

Department of Economics

1. Asstt. Prof. (Dr.) Bhagwan Dass

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*Bhagwan Dass*  
*Sham Singh*  
*Manjeet Singh*

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**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- M.A. 3rd Sem.

Course title- Research Methodology (DSC)

Course code- ECON 233 (Credits-6)

Nature of the course- Discipline Specific Compulsory (DSC)

**Methodology to be adopted** - Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Scientific Methods of Research	Definition of research, assumptions, operations and aims of scientific research. The research process; conceptual, empirical and analytical phases of research. Essential criteria for scientific methods. Research designs: observational Studies; descriptive, explanatory, exploratory and evaluative studies. Experimental studies; pre-test design, post- test design, follow-up or longitudinal design. Action research studies and panel studies.	September 3 weeks	Knowledge of Scientific Methods of Research
2	Methods of Data Collection:	Collection of primary data. Selection of appropriate method for data collection; interview schedule, questionnaire, case history and case study method. Tools of Data Collection: schedule and questionnaire, construction of schedule and questionnaire, qualities of a good schedule and questionnaire. Guidelines for successful interviewing. Collection of secondary data - population (sex wise data) labour force, occupational, educational and vital statistics. Focus Group discussion (FGD), content analysis, social mapping, social networking and mystery client technique.	September -October 3 weeks	Knowledge of the various methods of data collection, tools and techniques.
3	Sampling Techniques	Complete enumeration versus sampling. Concept of Sampling unit, Sampling frame and sampling design. Sampling methods: simple random sampling, stratified sampling, Systematic	October- November 3 weeks	Understanding of the sampling techniques and sampling procedures.

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**Principal,**  
**Govt. College, Una**  
**(H.P.) Pin-174303**

		sampling, cluster Sampling and purposive sampling. Multistage sampling in large-scale surveys, self-weighting 40 designs, stratification in multistage sampling. Sampling and non-sampling errors, calculation of weights, sample size determination.		
4	Measurement	Reliability and validity of measurement: Face, Content, Construct, convergent, concurrent and predictive validity. Scaling techniques: attitude scales, point scales, ranking scales, rating scales, limitations of attitude scales. Techniques of scale construction: Bogardus, Guttman, Likert, Semantic and Thurstone Scale. Data collection, processing and analysis: editing, coding, data entry, validation and analysis.	November 3 weeks	Knowledge of the reliability and validity of measurement of scaling.
5	Writing Research Proposal and Report	Purpose of a proposal/ report. Content of proposal/ report: introductory section, methodology adopted, analysis and inferences, summary, Conclusion and recommendations. References/ Bibliography, appendices, footnotes. Examples of some hypothetical proposals.	December 3 weeks	Understanding the purpose of project proposal and project report.

Department of Economics

1. Asstt. Prof. (Dr.) Bhagwan Dass

2. Asstt. Prof. (Dr.) Sham Singh

3. Asstt. Prof. Manjeet Singh

*Bhagwan Dass*  
*Sham Singh*  
*Manjeet Singh*

*[Signature]*  
18/9/23  
Principal,  
Govt. College, Una  
(G.P.) Ph-174303

**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- M.A. 3rd Sem.

Course title- Economics of Population (DSE-1)

Course code- ECON 234 (Credits-6)

Nature of the course- Discipline Specific Compulsory (DSC)

**Methodology to be adopted** - Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

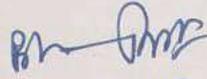
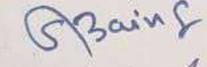
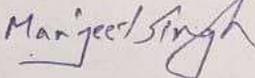
Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Early theories of population	Early theories of population (Malthus, Ricardo, Marx, J.M. Keynes and others). Effect of Pre-industrial technological and institutional changes on population. Demographic transition. The concept of optimum population	September 3 weeks	Analytical insights and knowledge of population processes, structure and distribution
2	Economics and population	Economic determinants of fertility: new household economics (Leibenstein theory and Gary Becker's Theory). Alternative economic approaches to fertility theory (Easterlin's and Caldwell's theories).	September -October 3 weeks	General awareness of the relationship between economics and population
3	Cost and values of children	Cost and values of children and their effects on fertility, Supply of children and elements of uncertainty for the parents. Economic determinants of Nuptiality (marriages and divorce), Gary Becker's model. Economic determinants of mortality.	October- November 3 weeks	Analytical insights and knowledge of population processes, structure and distribution
4	Economic determinants of migration	Economic determinants of migration (Regenstein's, Lee's and Todaro's Model). Economic consequences of population growth (General views of Malthus, Marx, Simon Kuznets). Economic consequences of population growth (Dual sector models of Lewis, Ranis Fei and Jorgenson's).	November 3 weeks	Identify facts of economic push and pulls in the causation of population growth.
5	Effects of population growth on Savings and	Effects of population growth on Savings and investment, population growth and Labour supply, population growth and distribution of income. Effects of 42 population growth on	December 3 weeks	Examine and analyze gross and per capital output and able to analyse deep insights

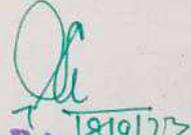
*Dr. Dinesh Sharma*      *Dr. G. B. Singh*      *Manjeet Singh*

  
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(H.P.) Pin-174303

	investment	educational and human capital input facilities. Economic consequences of slowing population growth and population decline. Policy issues related to population and economic growth.	into economic inequalities
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Department of Economics

- 1. Asstt. Prof. (Dr.) Bhagwan Dass 
- 2. Asstt. Prof. (Dr.) Sham Singh 
- 3. Asstt. Prof. Manjeet Singh 

  
 18/9/20  
 Principal,  
 Govt. College, Una  
 (H.P.) Pin-174001  
 Govt. College Una

**Department of Economics**  
**Govt. College Una, Distt. Una (H.P.)**

**Teaching Plan**

Class- M.A. 3rd Sem.

Course title- Contemporary Economic Issues and Data Handling

Course code- ECON 236 (Credits-4)

Nature of the course- Ability Enhancement Compulsory (AEC)

Methodology to be adopted - Lecture, tutorial, student seminar, open online sources, assignments, group discussion, presentations, class test, quiz and term examination

Unit	Topic	Contents	Month and Duration	Expected Course outcomes
1	Basics of Microsoft Excel	Basics of Microsoft Excel: Opening of Excel File-Workbook and worksheet- Rename of the workbook and worksheet. Brief history of Excel workbook- Advantages and disadvantages of the use of excel for statistical analysis. Location of heading/title bar- menu bar, tool bar- Formulae and functionformula space- cell-cell formatting-data entry-data clearing-copy-cut-paste, paste special – paste value-paste formula-paste transpose of the data set.	September 3 weeks	Understanding the basics of Microsoft Excel
2	Data Management using Excel	Data Management: Data transformation: arithmetic operation- addition, subtraction, multiplication, log transformation, exponential, squaring and square root, indices. Use of 'If' function- nested if, sum, sum if, count, count if, average if, text to numeric and numeric to text using if function, max, min, large value of the data set, concatenate. Sort - ascending and descending, A-Z, sort row wise /column wise. Filter of the data set and create sub sample-filter according to text filter data according to numeric values or conditions, saving the filtered data in separate worksheet. Lookup functions.	September -October 3 weeks	Handling data and solve basic algebraic problems using Excel.
3	Measurement of Central Tendency and Variability	Descriptive Statistics: (i) Univariate Data: Measures of Central Tendency: mean, median, mode, Trim mean, geometric mean, harmonic mean, Measures of Dispersion: Range, quartile	October- November 3 weeks	Using of different logical and statistical functions in Excel to compute descriptive

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Govt. College, Una  
(H.P.) Pin-174303

		deviation, SD, CV, Gini coefficient, Moments and Order statistics: skewness, kurtosis, rank and percentile (ii) Multivariate Data: Covariance and correlation matrix, partial correlation, rank correlation. Graphical Presentation of Data: Different types of charts and their applications, Scatter diagram and Curve fitting		statistics of a univariate and multivariate data set. Present data using different types of graphs Using solver in excel student will be able to solve linear equation system and LPP and NLPP.
4	Project Writing	Guidance for project writing: Identifying the topic, Review of Literature, Writing Project Report – Referencing Styles and use of referencing software.	November 3 weeks	Able to present and analysis the data in the form of a written report.
5	Presentation of Economic Data	Analysing economics in the news Writing article about contemporary economic event (National &/or Global) using knowledge of economic theory, Analysis of contemporary Indian Economic Data and Policies Economic survey, budget, annual policy data, RBI, Monthly Economic Data - Ministry of Finance	December 3 weeks	Develop the capacity of analyse and appreciate contemporary economic issues and policy pronouncements.

Department of Economics

1. Asstt. Prof. (Dr.) Bhagwan Dass

*Bhagwan Dass*

2. Asstt. Prof. (Dr.) Sham Singh

*Sham Singh*

3. Asstt. Prof. Manjeet Singh

*Manjeet Singh*

*[Signature]*  
18/9/20

Principal,  
Govt. College, Una  
Govt. College Una  
Pin-174303

	Govt. College Una	Teaching plan Dr. Ruchy Sharma ruchy4sidh@rediffmail.com 9816364977
	H.P. 174303 Department of Commerce Session 2023-24	

Class : B.com 1st year SUBJECT: Business Statistics and Mathematics (BC1.4)

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Uni-Variate Analysis	Introduction to Statistics:- Meaning and Concept, Collection, Classification, Tabulation and Presentation of data, Measures of Central Tendency including arithmetic mean, geometric mean and harmonic mean; properties and applications; mode and median. Partition values - quartiles, deciles, and percentiles. Measures of Variation: absolute and relative. Range, quartile deviation and mean deviation; Variance and Standard deviation: calculation and properties.	August (4 weeks)  September (2 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 2	Bi-variate Analysis	Simple Linear Correlation Analysis: Meaning, and measurement. Karl Pearson's co-efficient and Spearman's rank correlation Simple Linear Regression Analysis: Regression equations and estimation. Relationship between correlation and regression coefficients.	September (2 weeks)  October (2 Weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 3	Index Numbers	Meaning and uses of index numbers; Construction of index numbers: Aggregative and average of relatives – simple and weighted, Tests of adequacy of index numbers, Construction of consumer price indices.	October (2 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 4	Time Series Analysis	Components of time series; additive and multiplicative models; Trend analysis: Finding trend by moving average method and Fitting of linear trend line using principle of least squares.	November (2 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 5	Business Mathematics	A) Matrices Definition of a matrix. Types of matrices; Algebra of matrices. Calculation of values of determinants up to third order; Adjoint of a matrix; Finding inverse of a matrix through ad joint; Applications of matrices to solution of simple business and economic problems B) Basic Mathematics of Finance Simple and compound interest Rates of interest – nominal, effective and continuous – their interrelationships: Compounding and discounting of a sum using different types of rates	November (2 weeks)  February (3 weeks)	PPT/Lectures/ Solving questions on Blackboard with students

Note: Assignments, Class tests & mid term tests will be taken during the session.



  
18/9/23  
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UNA (H.P.)



Govt. College Una  
H.P. 174303  
Department of Commerce  
Session 2023-24

Teaching plan  
Dr. Ruchy Sharma  
ruchy4sidh@rediffmail.com  
9816364977

Class :B.com IInd year Subject: E-Commerce

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Introduction	Meaning, nature, concepts, advantages, disadvantages and reasons for transacting online, types of E-Commerce, e-commerce business models (introduction , key elements of a business model and Categorizing major E-commerce business models), forces behind ecommerce. Technology used in E-commerce: The dynamics of world wide web and internet( meaning, evolution and features) ; Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing vs. in-house development of a website)	August (4 weeks)	PPT/Lectures/videos
Unit 2	Security and Encryption & IT Act 2000 and Cyber Crimes	Need and concepts, the e-commerce security environment (dimensions, definition and scope of e-security), security threats in the E-commerce environment (security instructions and breaches, attacking methods like hacking, sniffing, cyber-vandalism etc.), technology solutions (Encryption, security channels of communication, protecting networks and protecting servers as well as clients). IT Act 2000: Definitions, Digital signature, Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities, Digital signatures certificates, Duties of subscribers, Penalties and adjudication, Appellate Tribunal, Offences and Cyber-crimes.	September (4weeks)	PPT/Lectures/videos
Unit 3	E-payment System	Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures (procedure, working and legal position), payment gateways, online banking (meaning, concepts, importance, electronic fund transfer, automated clearing house, automated ledger posting), risks involved in e-payments.	October (4 weeks)	PPT/Lectures/videos
Unit 4	On-line Business Transactions	Meaning, purpose, advantages and disadvantages of transacting online, E-commerce applications in various industries like {banking, insurance, payment of utility bills, online marketing, e-tailing (popularity, benefits, problems and features), online services (financial, travel and career), auctions, online portal, online learning, publishing and entertainment} Online shopping (amazon, snapdeal,	November (4 weeks)	PPT/Lectures/videos
Practical	Website designing / E-business Management	Introduction to HTML; tags and attributes: Text Formatting, Fonts, Hypertext Links, Tables, Images, Lists, Forms, Frames, Cascading Style Sheets/ E-payment system and online business transactions. and Making of webpages/Developing website	February (3 weeks)	PPT/Lectures/videos

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UNA (H.P.)



Govt. College Una  
H.P. 174303  
Department of Commerce  
Session 2023-24

Teaching plan  
Dr. Ruchy Sharma  
ruchy4sidh@rediffmail.com  
9816364977

Class – B.com IInd year SUBJECT- COMPUTER APPLICATIONS IN BUSINESS (BC 2.3)

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Word Processing	Introduction to word Processing, Word processing concepts, Use of Templates, Working with word document: Editing text, Find and replace text, Formatting, spell check, Autocorrect, Auto text; Bullets and numbering, Tabs, Paragraph Formatting, Indent, Page Formatting, Header and footer, Tables: Inserting, filling and formatting a table; Inserting Pictures and Video; Mail Merge: including linking with Database; Printing documents Creating Business Documents using the above facilities	August (4 weeks)	PPT/Lectures/ videos
Unit 2	Preparing Presentations	Basics of presentations: Slides, Fonts, Drawing, Editing; Inserting: Tables, Images, texts, Symbols, Media; Design; Transition; Animation; and Slideshow. Creating Business Presentations using above facilities	September (4 weeks)	PPT/Lectures/ videos
Unit 3	Spreadsheet and its Business Applications	Spreadsheet concepts, Managing worksheets; Formatting, Entering data, Editing, and Printing a worksheet; Handling operators in formula, Project involving multiple spreadsheets, Organizing Charts and graphs Generally used Spreadsheet functions: Mathematical, Statistical, Financial, Logical, Date and Time, Lookup and reference, Database, and Text functions.	October (4 weeks)  November (2 weeks)	PPT/Lectures/ videos  Practicals
Unit 4	Creating Business Spreadsheet	Creating spreadsheet in the area of: Loan and Lease statement; Ratio Analysis; Payroll statements; Capital Budgeting; Depreciation Accounting; Graphical representation of data; Frequency distribution and its statistical parameters; Correlation and Regression	November (2 weeks)  February (3 weeks)	PPT/Lectures/ videos  Practicals

Note: Assignments, Class tests & midterm tests will be taken during the session.

  
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Govt. College  
UNA (H.P.)



Govt. College Una  
H.P. 174303  
Department of Commerce  
Session 2023-24

Teaching plan  
Dr. Ruchy Sharma  
ruchy4sidh@rediffmail.com  
9816364977

B.Com: IIIrd Year

Subject: PERSONAL SELLING AND SALESMANSHIP (BC 3.7)

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Introduction to Personal Selling	Nature and importance of personal selling, myths of selling, Difference between Personal Selling, Salesmanship and Sales Management, Characteristics of a good salesman, Types of selling situations, types of salespersons, Career opportunities in selling, Measures for making selling an attractive career.	August (4 weeks)	PPT/Lectures/videos
Unit 2	Buying Motives	Buying Motives: Concept of motivation, Maslow's theory of need hierarchy; Dynamic nature of motivation; Buying motives and their uses in personal selling.	September (4 weeks)	PPT/Lectures/videos
Unit 3	Selling Process	Selling Process: Prospecting and qualifying; Pre-approach; Approach; Presentation and demonstration; handling of objections; Closing the sale; Post sales activities.	October (4 weeks)	PPT/Lectures/videos
Unit 4	Sales Reports	Sales Reports: reports and documents; sales manual, Order Book, Cash Memo; Tour Diary, Daily and Periodical Reports; Ethical aspects of Selling	November (4 weeks)	PPT/Lectures/videos
Unit 5	Personal Selling and Merchandising	AIDA Model of selling, Distribution Networks relationship, Advertisement and Personal Selling	February (3 weeks)	PPT/Lectures/videos

Note: 1. Assignments, Class tests, midterm tests & revision sessions will be taken during the session.  
2. PPT presentation is taken by students during revision sessions.

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Govt. College  
UNA (H.P.)



Govt. College Una  
H.P. 174303  
Department of Commerce  
Session 2023-24

Teaching plan  
Dr. Ruchy Sharma  
ruchy4sidh@rediffmail.com  
9816364977

Class: M.Com: Ist Semester Subject: Business Environment (MC102)(DSC) (Odd session)

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Introduction & Economic Planning	Business Environment; Nature and Importance, Interaction Matrix of different Environment Factors Environmental Scanning Economic Planning in India, Objectives, Strategies and Problems of Economic Planning Privatization, Globalization, Disinvestment in Public Sector Units, NITI Ayog	September (1week)	PPT/Lectures/videos
Unit 2	Policies	Fiscal Policy Monetary Policy Industrial Policy Industrial Licensing Policy Foreign Trade Policy.	September (2weeks)	PPT/Lectures/videos
Unit 3	Industrial Sickness	Industrial sickness, Development and Protection of Small-Scale Industry.  The Environment (Protection) Act, Right to Information Act.	September (1week)  October (1week)	PPT/Lectures/videos
Unit 4	Foreign Investment	Foreign Investment, Types of Foreign Investment Foreign Direct Investment (FDI), Foreign Portfolio Investment (FPI), FDI in India Balance of Trade and Balance of Payment, Structure of BOP, Disequilibrium in BOP.	October (3weeks)  November (1 week)	PPT/Lectures/videos
Unit 5	WTO	Regulatory framework of WTO, its Basic Principles and Charter, Provisions relating to Preferential Treatment to Developing Countries, Regional Groupings, Anti- dumping Duties and other NTBs.	November (2 week)	PPT/Lectures/videos

Note: 1. Assignments, Class tests, midterm & revision sessions or remedial classes tests will be taken during the session.

2. PPT presentation is taken by students during revision sessions.

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UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
 Session 2023-24

Teaching plan  
 Dr. Gagandeep  
 ppagandeepsingh@gmail.com  
 9418505903

**B. COM 1<sup>ST</sup> YEAR SUBJECT: BC 1.1-FINANCIAL ACCOUNTING**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	(a) Theoretical Framework	i. Accounting as an information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting information. Functions, advantages and limitations of accounting. Branches of accounting. Bases of accounting; cash basis and accrual basis. ii. The nature of financial accounting principles – Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures. iii. Financial accounting standards: Concept, benefits, procedure for issuing accounting standards in India. Salient features of First-Time Adoption of Indian Accounting Standard (IND-AS) 101. International Financial Reporting Standards (IFRS): -	July 2023 (2 weeks)
	(b) Accounting Process	Need and procedures. From recording of a business transaction to preparation of trial balance. <b>Computerised Accounting Systems:</b> Computerized Accounts by using any popular accounting software: Creating a Company; Configure and Features settings; Creating Accounting Ledgers and Groups; Creating Stock Items and Groups; Vouchers Entry; Generating Reports – Cash Book, Ledger Accounts, Trial Balance, Profit and Loss Account, Balance Sheet, Funds Flow Statement, Cash Flow Statement Selecting and shutting a Company; Backup and Restore data of a Company	August 2023 (4 weeks)
	(c) Practical/ Live Projects Computerised Accounting Systems		March 2024 (4 weeks)
Unit 2	(a) Business Income	i. Measurement of business income-Net income: the accounting period, the continuity doctrine and matching concept. Objectives of measurement. ii. Revenue recognition: Recognition of expenses. iii. The nature of depreciation. The accounting concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straight line method and diminishing balance method; Disposal of depreciable assets-change of method. iv. Inventories: Meaning. Significance of inventory valuation. Inventory Record Systems: periodic and perpetual. Methods: FIFO, LIFO and Weighted Average. Salient features of Indian Accounting	September (2 Weeks)
	(b) Final Accounts	Capital and revenue expenditures and receipts: general introduction only. Preparation of financial statements of non-corporate business entities	September-October (2+2 Weeks)
Unit 3	Accounting for Hire Purchase and Instalment Systems, Consignment, and Joint Venture	i) Accounting for Hire-Purchase Transactions, Journal entries and ledger accounts in the books of Hire Vendors and Hire purchaser for large value items including Default and repossession. ii) Consignment: Features, Accounting treatment in the books of the consignor and consignee. iii) Joint Venture: Accounting procedures: Joint Bank Account, Records Maintained by Co-venturer of (a) all transactions (b) only his own transactions. (Memorandum joint venture account).	October (4 weeks) November (2 weeks)
Unit 4	Accounting for Inland Branches and Accounting for Dissolution of Partnership Firm	Accounting for Inland Branches Concept of dependent branches; accounting aspects; debtors system, stock and debtors system, branch final accounts system and whole sale basis system. Independent branches: concept accounting treatment: important adjustment entries and preparation of consolidated profit and loss account and balance sheet. Accounting for Dissolution of Partnership Firm Accounting of Dissolution of the Partnership Firm Including Insolvency of partners, sale to a limited company and piecemeal distribution	November (2 weeks) December (2 weeks) February (4 week)

- NOTE:
- Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, and What's Group
  - Assignments & Class tests will be conduct on weekly basis to both A & B Sections.
  - Midterm tests of the class will be taken by the Midterm Test Committee of the College may be held in the month of December.

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 Principal  
 Govt. College  
 UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
[ppgagandeepsingh@gmail.com](mailto:ppgagandeepsingh@gmail.com)  
9418505903

**B. COM 2<sup>ND</sup> YEAR**

**SUBJECT: BC 2.5 COST ACCOUNTING**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Introduction	Meaning, objectives and advantages of cost accounting; Relationship between cost accounting and financial accounting; Cost concepts and classifications; Elements of cost; Cost Sheet, Installation of a costing system; Role of a cost accountant in an organisation.	July (2 weeks) August (4 week)
Unit 2	Elements of Cost: Material	Material/inventory control techniques. Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues — FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard Cost. Treatment of Material Losses.	September (4 weeks)
Unit 3	Elements of Cost: Labour	Accounting and Control of labour cost. Time keeping and time booking. Concept and treatment of idle time, over time, labour turnover and fringe benefits. Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage	October (4 weeks)
Unit 4	Elements of Cost: Overheads. Book Keeping in Cost Accounting	Classification, allocation, apportionment and absorption of overheads; Under- and over-absorption; Capacity Levels and Costs; Treatments of certain items in costing like interest on capital, packing expenses, bad debts, research and development expenses; Activity based Costing & Service Costing (brief overview). Reconciliation of cost and financial accounts	November (4 weeks)
Unit 5	Methods of Costing	Job costing, Contract costing, Process costing (process losses, valuation of work-in-progress, joint and by-products)	February (4 weeks) March (2 Week)

**NOTE:**

- Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, and What's Group
- Assignments & Class tests will be conduct on weekly basis to both A & B Sections.
- Midterm tests of the class will be taken by the Midterm Test Committee of the College may be held in the month of December.

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Govt. College  
UNA (H.P.)



Govt. College Una  
H.P. 174303  
Department of Commerce  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
ppgagandeepstugh@gmail.com  
9418505903

B. COM 3<sup>RD</sup> YEAR SUBJECT CODE AND TITLE: BC3.6(C) FUNDAMENTALS OF INVESTMENT

UNIT	TOPIC	DETAILS	MONTH
Unit 1	The Investment Environment	The investment decision process, Types of Investments - Commodities, Real Estate and Financial Assets, the Indian securities market, the market participants and trading of securities, security market indices, sources of financial information, Concept of return and risk, Impact of Taxes and Inflation on return	July (2 Week) August (4 weeks)
Unit 2	Fixed Income Securities	Bond features, types of bonds, estimating bond yields, Bond Valuation types of bond risks, default risk and credit rating	September (4 weeks)
Unit 3	Approaches to Equity Analysis	Introductions to Fundamental Analysis, Technical Analysis and Efficient Market Hypothesis, dividend capitalisation models, and price-earnings multiple approach to equity valuation.	October (4 weeks)
Unit 4	Portfolio Analysis and Financial Analysis	Portfolio and Diversification, Portfolio Risk and Return; Mutual Funds; Introduction to Financial Derivatives; Financial Derivatives Markets in India	November (4 weeks)
Unit 5	Investor Protection	Role of SEBI and stock exchanges in investor protection; Investor grievances and their redressal system, insider trading, investors' awareness and activism	February (3 weeks) March (1 Week)

**NOTE:**

- Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, problems solving through making student's group and What's Group
- Assignments & Class tests will be conduct on weekly basis to both A & B Sections.
- Midterm tests of the class will be taken by the Midterm Test Committee of the College may be held in the month of December.

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**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
[ppgagandeepsingh@gmail.com](mailto:ppgagandeepsingh@gmail.com)  
9418505903

**B. COM IIIrd YEAR**

**SUBJECT: BC 3.3 ENTREPRENEURSHIP**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Introduction	Meaning, elements, determinants and importance of entrepreneurship and creative behaviour; Entrepreneurship and creative response to the society's problems and at work; Dimensions of entrepreneurship: intrapreneurship, technopreneurship, cultural entrepreneurship, international entrepreneurship, netpreneurship, ecopreneurship and social entrepreneurship	<i>July (2 Week)</i> <i>August (4 weeks)</i>
Unit 2	Entrepreneurship and Micro, Small and Medium Enterprises	Concept of business groups and role of business houses and family business in India; The contemporary role models in Indian business: their values, business philosophy and behavioural orientations; Conflict in family business and its resolution	<i>September (4weeks)</i>
Unit 3	Public and private system	Public and private system of stimulation, support and sustainability of entrepreneurship. Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of industries/entrepreneur's associations and self-help groups, The concept, role and functions of business incubators, angel investors, venture capital and private equity fund.	<i>October (4 weeks)</i>
Unit 4	Sources of business ideas and tests of feasibility	Significance of writing the business plan/ project proposal; Contents of business plan/ project proposal; Designing business processes, location, layout, operation, planning & control; preparation of project report (various aspects of the project report such as size of investment, nature of product, market potential may be covered); Project submission/ presentation and appraisal thereof by external agencies, such as financial/non-financial institutions	<i>November (4 weeks)</i>
Unit 5	Mobilising Resources	Mobilising resources for start-up. Accommodation and utilities; Preliminary contracts with the vendors, suppliers, bankers, principal customers; Contract management: Basic start-up problems	<i>February (3 weeks)</i> <i>March (1 Week)</i>

**NOTE:**

- *Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, problems solving through making student's group and What's Group*
- *Assignments & Class tests will be conduct on weekly basis to both A & B Sections.*
- *Midterm tests of the class will be taken by the Midterm Test Committee of the College may be held in the month of December.*

18/9/23  
Principal  
Govt. College  
Una (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
[ppgagandeepsingh@gmail.com](mailto:ppgagandeepsingh@gmail.com)  
9418505903

**M.COM 1<sup>ST</sup> SEMESTER Subject: MC 101 MANAGEMENT THEORIES AND PRACTICES (DSC)**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Management Process	Meaning, Nature, Scope and Functions of Management. Development of Management Thought; F.W. Taylor and Scientific Management, Contribution of Henry Fayol in Management, Hawthorne Experiments and Human Relations Management, Contribution of Peter F. Drucker in Management, Systems Theory of Management and Behavioral Scientists & Situational Theory of Management. Schools of Management Thought; Empirical Approach, Human Relations Approach, Social Systems Approach, Socio-technical Systems Approach, Decision Theory Approach, Systems Approach and Contemporary Situational Approach.	September (2 week)
Unit 2	Planning	Concept, Process, Type, Importance, Mission and Objectives, Strategic and Operational Plans, Planning and Premises and Forecasting. Decision making: types of Decision, Process of decision making, Models & Issues.	September (2 weeks)
Unit 3	Fundamentals of Organising	Design of Organisation structure, forms of Organisation structure, Authority and Responsibility, Conflict and Coordination. Fundamentals of Staffing, Recruitment and selection, training and Development, Performance Appraisal	October (2 week)
Unit 4	Fundamentals of Directing:	Concept, principles, Direction and Supervision, Techniques, Motivation: Concept and Theories, Leadership: Concept and Theories, Communication: Concept, Process, types, Barriers.	October (2 week)
Unit 5	Fundamentals of Controlling	concept, function, types and process, Operational Control techniques: Financial Control, Budgetary Control, Break-even Analysis, Responsibility Analysis, Internal Audit, Quality Control, ABC Analysis, PERT/CPM, Economic Order Quantity Overall Control Techniques: Financial Ration Analysis, Control through ROI, Management and Social Audit, HRA, MIS.	November (2 week)

- NOTE:**
- *Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, problems solving through making student's group, Group Discussion etc.*
  - *Assignments & Class tests will be conduct on weekly basis.*

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Govt. College  
Una (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
ppgagandeepsingh@gmail.com  
9418505903

**M.COM IIIrd SEMESTER SUBJECT: MC301 ADVANCED COST ACCOUNTING (DSE)**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Nature and Scope of Cost Accounting;  Cost Terms and Purposes	Introduction, meaning of cost accounting, scope of cost accounting, objectives of cost accounting, advantages of cost accounting, financial accounting v/s. cost accounting, limitations of cost accounting, general principles of cost accounting, cost system characteristics of an ideal cost system, installations of a cost system. Cost in general, cost objectives, cost system, cost behaviour pattern, variable cost and fixed cost, shut down cost, average cost, total cost, product cost, period cost, inventoriable cost, fringe cost. Classification of cost; Preparation of Statement of Cost. Collection of cost for Tenders or Quotations.	September (2 week)
Unit 2	Classification of Cost;	Preparation of Statement of Cost, Collection of cost for Tenders or Quotations. Inventory Planning, Control and Costing: Techniques of Inventory Control; Level Setting, Economic Order Quantity, Just- in Time Inventory System, ABC Analysis, VED Analysis and Perpetual Inventory System, Methods of Valuing Material Issues	September (2 weeks)
Unit 3	Accounting for Pay-Roll	Methods of Wage Payment and Incentive Plans, Overheads Allocation, Apportionment, Re-apportionment and Absorption	October (2 week)
Unit 4	Reconciliation of Cost and Financial Accounts	Need for Reconciliation, Reasons for disagreement between the profits disclosed by financial accounts and cost accounts. Service or Operating Costing; Transport Costing, Hospital Costing, Hotel Costing and Power House Costing. Contract Costing: Recording of Cost value and profit of contract.	October (2 week)
Unit 5	Process Costing  Standard Costing and Variance Analysis	Features of Process Costing, Application of Process Costing, Elements of Production Cost, Process Losses, Inter-process Profits, Meaning of Standard Costing, Preliminaries to the cost of Standard cost, Analysis of Material, Labour, Overheads and Sales Variance.	November (2 week)

**NOTE:**

- *Mode of Teaching would be: Lectures, Use of Blackboard, PPT/Live Presentations, problems solving through making student's group. Group Discussion etc.*
- *Assignments & Class tests will be conduct on weekly basis.*

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Govt. College  
(H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
[ppgagandeepsingh@gmail.com](mailto:ppgagandeepsingh@gmail.com)  
9418505903

**M.Com IIIrd Semester Subject: MC305(a): DIGITAL MARKETING AND E-COMMERCE (DSE)**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Introduction to Digital Marketing	Evolution of digital Marketing, Traditional vs Digital Marketing, Digital Marketing Channels, Digital Marketing Plan, Digital Marketing Strategy, Digital Marketing Application and Benefits, Digital Marketing in India	September (2 week)
Unit 2	The Consumer and Digital Marketing	Consumer Behaviour on internet, Impact of Digital Technology on Consumer Behaviour, Attributes of online buying behavior, Marketing Intelligence from user's online data understanding consumer demands, brand building on web.	September (2 weeks)
Unit 3	Social Media Marketing	Social Networking, Objectives of Social Media Strategy , Building social media strategy, Types of Social media marketing , Facebook marketing , LinkedIn marketing, Instagram marketing , You tube Marketing, Twitter Marketing	October (2 week)
Unit 4	Emerging Platforms of digital marketing	E-mail marketing, Mobile marketing, Video Marketing, Artificial intelligence and virtual Reality in Digital Marketing.	October (2 week)
Unit 5	Introduction to E-Commerce	Meaning of electronic commerce, business applications of e-commerce, comparison with traditional commerce. Business Models in E-Commerce-e-shops, e-procurement, e-auctions, value chain integrators, information brokerage, telecommunication, collaboration platforms, etc.; Electronic payment system; E-Banking-Concept, operations, online fund transfer-RTGC, ATM, etc.,	November (2 week)

- NOTE:**
- *Mode of Teaching would be: Lectures, Use of Blackboard, Online Classes through Google Meet, PPT/Live Presentations, problems solving through making student's group. Group Discussion etc.*
  - *Assignments & Class tests will be conduct on weekly basis.*

**Principal**  
**Govt. College**  
**UNA (H.P.)**



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Gagandeep  
[ppgagandeepsingh@gmail.com](mailto:ppgagandeepsingh@gmail.com)  
9418505903

**M.Com IIIrd Semester Subject: MC 307 COMPUTER APPLICATIONS IN BUSINESS (AECC)**

UNIT	TOPIC	DETAILS	MONTH
Unit 1	Modern Information Technology Introduction to Windows	Basic idea of Local Area Networks (LAN), Wide Net Works (WAN), E-mail, internet, Multimedia. Write, Paintbrush, File Manager, Print Manager, Control Panel etc	September (2 week)
Unit 2	Introduction and working with MS-Word in MS-OFFICE, Working with EXCEL	Word basics Commands, Formatting; Text and documents; Sorting, Working with graphics; Introduction to mailmerge. Excel basics; formatting, functions, chart feature; Working with graphics in Excel, Using worksheets as databases.	September (2 weeks)
Unit 3	Presentation with Power – Point:	Power point basics; Creating presentations the easy way; Working with graphics in Power-Point; Show time; Introduction to Lotus smart suite for Data Sheet Analysis. Spreadsheets and their uses in business.	October (2 week)
Unit 4	Introduction to Tally:	Maintenance of Accounting books along with financial statement analysis	October (2 week)
Unit 5	Statistical Packages Useful in Business:	Usage of statistical packages for analysis	November (2 week)

- NOTE:**
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  - *Assignments & Class tests will be conduct on weekly basis.*

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
mrityunjayvashisht@gmail.com  
9816784541

B.Com: Year I

**SUBJECT- BUSINESS ORGANISATION AND MANAGEMENT(B.C1.2)**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Foundation of Indian Business	Manufacturing and service sectors; Small and medium enterprises; Problems and government policy. India's experience of liberalisation and globalisation. Technological innovations and skill development. 'Make in India' Movement. Corporate Social responsibility and ethics Emerging opportunities in business; Franchising, Outsourcing, and E-Commerce	August (4 weeks)	PPT/Lecture s/videos
Unit 2	Business Enterprises	Forms of Business Organisation: Sole Proprietorship, Joint Hindu Family Firm, Partnership firm, Joint Stock Company, Cooperative society; Limited Liability Partnership; Choice of Form of Organisation. Government - Business Interface; Rationale and Forms of Public Enterprises. International Business. Multinational Corporations	September (4 weeks)	PPT/Lecture s/videos
Unit 3	Management and Organisation	The Process of Management: Planning; Decision-making; Strategy Formulation. Indian Philosophy of Management: The Gita and Management, Gandhian Philosophy. Organizing: Basic Considerations; Departmentation – Functional, Project, Matrix and Network; Delegation and Decentralisation of Authority; Groups and Teams.	October (4 weeks) November (2weeks)	PPT/Lecture s/videos
Unit 4	Leadership, Motivation and Control	Leadership: Concept and Styles; Trait and Situational Theory of Leadership. Motivation: Concept and Importance; Maslow Need Hierarchy Theory; Herzberg Two Factors Theory. Communication: Process and Barriers; Control: Concept and Process.	November (2weeks) December (1 weeks)	PPT/Lecture s/videos
Unit 5	Functional Areas of Management	Marketing Management: Marketing Concept; Marketing Mix; Product Life Cycle; Pricing Policies and Practices Financial Management: Concept and Objectives; Sources of Funds – Equity Shares, Debentures, Venture Capital and Lease Finance. Securities Market, Role of SEBI. Human Resource Management: Concept and Functions; Basic Dynamics of Employer – Employee Relations.	February (3 weeks)	

**Note: Assignments, Class tests & midterm tests will be taken during the session.**

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
mrityunjayvashisht@gmail.com  
9816784541

B.Com: Year II

SUBJECT: CORPORATE ACCOUNTING(BC 2.4)

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Accounting for Share Capital & Debentures	Issue, forfeiture and reissue of forfeited shares: concept & process of book building; Issue of rights and bonus shares; Buy back of shares; Redemption of preference shares; Issue and Redemption of Debentures	August (4 weeks)	PPT/Lectures/ videos
Unit 2	Final Accounts, Valuation of Goodwill and Valuation of Shares	Preparation of profit and loss account and balance sheet of corporate entities, excluding calculation of managerial remuneration, Disposal of company profits. Concepts and calculation of valuation of goodwill and shares: simple problems only.	September (4weeks)	PPT/Lectures/ videos
Unit 3	Amalgamation of Companies	Concepts and accounting treatment as per Accounting Standard: 14 (ICAI) (excluding intercompany holdings). Internal reconstruction: concepts and accounting treatment excluding scheme of reconstruction.	October (4 weeks)	PPT/Lectures/ videos
Unit 4	Accounting of Holding Companies	Preparation of consolidated balance sheet with one subsidiary company; Relevant provisions of Accounting Standard: 21 (ICAI).	November (3 weeks)	PPT/Lectures/ videos
Practical	Accounting of Banking Companies and Cash Flow Statement	Difference between balance sheet of banking and non-banking companies; Prudential norms; Asset structure of a commercial bank; Non-performing assets (NPA). Concept of funds, Preparation of cash flow statement as per Indian Accounting Standard (Ind- AS): 7.	February (3 weeks)	PPT/Lectures/ videos

Note: Assignments, Class tests & midterm tests will be taken during the session.

  
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Principal  
Govt. College  
UNA (H.P.)





**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
[mrityunjayvashisht@gmail.com](mailto:mrityunjayvashisht@gmail.com)  
9816784541

**B.com III Subject : Management Accounting**

Unit	Topic	Details	Month	Method of teaching
1.	Introduction Introduction and Contemporary Issues	Meaning, Objectives, Nature and Scope of management accounting, Difference between cost accounting and management accounting, Cost control and Cost reduction, Cost management. Responsibility Accounting: Concept, Significance, Different Responsibility Centres, Divisional Performance Measurement: Financial and Non-Financial measures. Transfer Pricing	September  (2 Weeks)	Lectures And PPT
2.	Budgetary Control	Budgeting and Budgetary Control: Concept of budget, budgeting and budgetary control, objectives, merits, and limitations. Budget administration. Functional budgets. Fixed and flexible budgets. Zero base budgeting. Programme and performance budgeting.	October  (2Weeks)	Lectures And PPT
3.	Standard Costing	Standard Costing and Variance Analysis: Meaning of standard cost and standard costing, advantages, limitations and applications. Variance Analysis – material, labour, overheads and sales variances. Disposition of Variances, Control Ratios.	October  (2Weeks)	Lectures And PPT
4.	Marginal Costing	Absorption versus Variable Costing: Distinctive features and income determination. Cost-Volume-Profit Analysis, Profit / Volume ratio. Break-even analysis-algebraic and graphic methods. Angle of incidence, margin of safety, Key factor, determination of cost indifference point.	November  (2 Weeks)	Lectures And PPT
5.	Decision Making	Steps in Decision Making Process, Concept of Relevant Costs and Benefits, Various short term decision making situations – profitable product mix, Acceptance or Rejection of special/ export offers, Make or buy, Addition or Elimination of a product line, sell or process further, operate or shut down. Pricing Decisions: Major factors influencing pricing decisions, various methods of pricing	November  (2 Weeks)	Lectures And PPT

Note:- Assignments and class test will be taken. Presentations by students will be taken during revision sessions.

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
mrityunjayvashisht@gmail.com  
9816784541

**B.Com: Year III**  
**SUBJECT: CORPORATE GOVERNANCE AND AUDITING(BC3.1) (c)**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	<b>CORPORATE GOVERNANCE AND AUDITING</b>	Evolution of Corporate Governance; Developments in India, Regulatory Framework of Corporate Governance in India, SEBI Guidelines on Corporate Governance; Reforms in Companies Act, Clause 49 and Listing Agreement. Corporate management vs. Governance; Internal constituents of the Corporate Governance. 42 Theories & Models, Broad Committees; Major Corporate Scandals in India and Abroad- Relevant case Studies; Common Governance Problems Noticed in various Corporate Failures. Codes & Standards on Corporate Governance.	August (4 weeks) September (2weeks)	PPT/Lectures
Unit 2	<b>Business Ethics</b>	Introduction to Business Ethics; The concept, nature and growing significance of Ethics in Business, Ethical principles in Business, Ethics in Management, Theories of Business Ethics. Codes of ethics, ethics committee Morality and ethics, business values and ethics. Ethical Issues in Business: Ethics in various Functional Areas of Business: Ethics in Finance, Ethics in HRM, Ethics in Marketing, Environmental Ethics.	September (2weeks) October (2 Weeks)	PPT/Lectures
Unit 3	<b>Corporate Social Responsibility (CSR)</b>	Concept of CSR, Corporate Philanthropy, CSR and Corporate Sustainability; CSR and Business Ethics, CSR provisions under the Companies Act 2013; CSR Committee; CSR Models, Codes, and Standards on CSR. Rating Agencies; Green Governance; Concept of Whistle blower.	October (2weeks)	PPT/Lectures
Unit 4	<b>Introduction to Auditing</b>	Introduction, Meaning, Objectives, Basic Principles and Techniques; Classification of Audit, Audit Planning, Internal Control – Internal Check and Internal Audit; Audit Procedure – Vouching and verification of Assets & Liabilities	November (2 weeks)	PPT/Lectures
Unit 5	<b>Company Audit &amp; Special Areas of Audit</b>	Audit of Limited Companies:- Company Auditor- Qualifications and disqualifications, Appointment, Rotation, Removal, Remuneration, Rights and Duties Auditor's Report- Contents and Types. Liabilities of Statutory Auditors under the Companies Act 2013. Special Areas of Audit:- Special features of Cost audit, Tax audit, and Management audit; Auditing Standards. Relevant case Studies/problems.	November (2 weeks) February (3 weeks)	PPT/Lectures

**Note:** Assignments, Class tests, midterm & revision sessions or remedial classes tests will be taken during the session.

  
18/9/23

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
[mrityonjayvashisht@gmail.com](mailto:mrityonjayvashisht@gmail.com)  
9816784541

**M.Com: I Semester**  
**Subject: MC 106 CORPORATE LEGAL FRAMEWORK (DSC)**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Scope and Functions of Management	Organizational change and Development; Objectives of Planned Change, Process of Planned Change, Human Reactions to Change, Resistance to Change, Overcoming Resistance to Change, Change Agents, Organisational Growth and Change Process, Organizational Development, Steps in Organizational Development and Organizational Development Interventions. Conflicts in Organization.	September (1week)	PPT/Lectures/videos
Unit 2	Memorandum and Articles of Association and the Doctrine of Indoor Management	Memorandum and Articles of Association and the Doctrine of Indoor Management, Doctrine of Ultra-vires. Prospectus; Meaning, requirements and contents of prospectus, provisions regarding effect of omission and mis-statements in prospectus.	September (2weeks)	PPT/Lectures/videos
Unit 3	Different Types of Securities	Different types of securities including shares and 18 debentures. Meaning and nature of Shares, Share Capital, and stock. Provisions regarding purchase and loan of own shares by company, provisions regarding buyingback of own securities.	September (1week) October (1week)	PPT/Lectures/videos
Unit 4	Membership of Company	Different conditions of becoming member for shareholder and other members. Modes and process of getting membership, rights and liabilities of members and termination of membership including provisions when surrender of shares.	October (3weeks) November (1 week)	PPT/Lectures/videos
Unit 5	Managerial Personnel	Conditions for appointment to key Managerial Personnel including Chief Executive Officer or Managing Director, Company Secretary, Whole-Time Directors and Chief Financial Officer	November (2 week)	PPT/Lectures/videos

**Note:** 1. Assignments, Class tests, midterm & revision sessions or remedial classes tests will be taken during the session.  
2. PPT presentation is taken by students during revision sessions.

*Alka*

18/9/24  
Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
[mrityunjayvashisht@gmail.com](mailto:mrityunjayvashisht@gmail.com)  
9816784541

M.Com III<sup>rd</sup> Sem

MC304(a): MANAGEMENT CONTROL TECHNIQUES (DSE)

Unit	Topic	Details	Month	Methods of Teaching
1.	Introduction to Accounting: Management Accounting as a field of Accounting.	Introduction to Accounting: Management Accounting as a field of Accounting. The concepts of Management Accounting-objective: Nature and Scope. Financial Accounting, Cost Accounting and Management Accounting Account's position as a member of the management team.	September (2Weeks)	Lectues And PPT
2.	Financial Statement Analysis	Financial Statement Analysis: Ratio Analysis, Accounting Plan and Responsibility Centres: Meaning and significance of Accounting. Responsibility Centre-Cost centre, profit centres, and investment centres, problem of transfer pricing, Objective and determinants of Responsibility Centres.	October (2 weeks)	Lectues And PPT
3.	Analysis of Fund Flow Statement and Cash Flow Statements.	Analysis of Fund Flow Statement and Cash Flow Statements.	October (2 weeks)	Lectues And PPT
4.	Budget and Budgetary Control:	Budget and Budgetary Control: Definition of budget. Essentials of budgetary Control, Kinds of budgetsoperating budget, Master Budget Flexible budget. Budgetary control, Zero Base Budgeting and Performance budgeting.	November (2 Weeks)	Lectues And PPT
5.	Marginal costing and Break-even analysis:	Marginal costing and Break-even analysis: Concept of marginal cost, Practical application of Marginal Marginal costing and Break-even analysis: Concept of marginal cost. Practical application of Marginal and practical application of Break-even-analysis: Decision regarding sales-mix, make or buy and discontinuation of a product line, Marginal costing versus Direct Costing	November (2 Weeks)	Lectues And PPT

Note:- Assignments and class test will be taken. Presentations by students will be taken during revision sessions.

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Dr. Alka Rani  
[mrityunjayvashisht@gmail.com](mailto:mrityunjayvashisht@gmail.com)  
9816784541

M.com III<sup>rd</sup> Sem

MC306(b): STRATEGIC HUMAN RESOURCE MANAGEMENT (DSE)

Unit	Topic	Details	Month	Method of teaching
1.	Introduction: Evolution of Strategic Human Resource Management (SHRM);	Introduction: Evolution of Strategic Human Resource Management (SHRM); HR, SHRM & Corporate Strategy; Challenges in SHRM; Resource based view of a firm; Investment perspective of SHRM; HR architecture; HR competencies.	September (2 Weeks)	Lectures And PPT
2.	HR Strategies	HR Strategies: Importance of HR in strategy formulation, Strategic approach to HR functions (planning, acquisition, training, development, reward and compensation); Managing workforce diversity.	October (2 Weeks)	Lectures And PPT
3.	SHRM in Practice	SHRM in Practice: - Identifying strategic positions; Managing employee relations - Unions and strategic collective bargaining; Strategic change, Restructuring and SHRM; Employee engagement and wellbeing; Matching culture with strategy; Behavioral issues in strategy implementation.	October (2 Weeks)	Lectures And PPT
4.	SHRM and Business Performance	SHRM and Business Performance: SHRM for competitive advantage; High performance work systems and SHRM, HRM and firm performance, Evaluating SHRM effectiveness, HRM and customer outcomes, HR metrics; HC bridge Framework model.	November (2 Weeks)	Lectures And PPT
5.	Trends and Issues in SHRM	Trends and Issues in SHRM: HR implications of mergers and acquisitions; Outsourcing and its HR implications; Human resource strategy in international context; HRM in developing countries; Technology and HRM, Corporate Ethics, Values and SHRM; Future of SHRM.	November (2 Weeks)	Lectures And PPT

Note:- Assignments and class test will be taken. Presentations by students will be taken during revision sessions.

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**B.Com 1<sup>st</sup> year SUBJECT: Business Law (BC1.3)**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
<b>Unit 1</b>	The Indian Contract Act, 1872: General Principles of Contract	a) Contract – meaning, characteristics and kinds b) Essentials of a valid contract - Offer and acceptance, consideration, contractual capacity, free consent, legality of objects. c) Void agreements d) Discharge of a contract – modes of discharge, breach and remedies against breach of contract. e) Contingent contracts f) Quasi – contracts	<b>August (4 weeks)</b> <b>September (2 weeks)</b>	<b>PPT/Lectures/ Solving points on Blackboard with cases</b>
<b>Unit 2</b>	The Indian Contract Act, 1872: Specific Contracts	a) Contract of Indemnity and Guarantee b) Contract of Bailment c) Contract of Agency	<b>September (2 weeks)</b> <b>October (2 Weeks)</b>	<b>PPT/Lectures/ Solving points on Blackboard with cases</b>
<b>Unit 3</b>	The Sale of Goods Act, 1930	The Sale of Goods Act, 1930 a) Contract of sale, meaning and difference between sale and agreement to sell. b) Conditions and warranties c) Transfer of ownership in goods including sale by a non-owner d) Performance of contract of sale e) Unpaid seller – meaning, rights of an unpaid seller against the goods and the buyer.	<b>October (2 weeks)</b>	<b>PPT/Lectures/ Solving points on Blackboard with cases</b>
<b>Unit 4</b>	The Negotiable Instruments Act, 1881	The Negotiable Instruments Act 1881 a) Meaning, Characteristics, and Types of Negotiable Instruments : Promissory Note, Bill of Exchange, Cheque b) Holder and Holder in Due Course, Privileges of Holder in Due Course. c) Negotiation: Types of Endorsements d) Crossing of Cheque e) Bouncing of Cheque	<b>November (2 weeks)</b>	<b>PPT/Lectures/ Solving points on Blackboard with cases</b>
<b>Unit 5</b>	Partnership Laws	A) The Partnership Act, 1932 a. Nature and Characteristics of Partnership b. Registration of a Partnership Firms c. Types of Partners d. Rights and Duties of Partners e. Implied Authority of a Partner f. Incoming and outgoing Partners g. Mode of Dissolution of Partnership B) The Limited Liability Partnership Act, 2008 a) Salient Features of LLP b) Differences between LLP and Partnership, LLP and Company c) LLP Agreement, d) Partners and Designated Partners e) Incorporation Document f) Incorporation by Registration g) Partners and their Relationship	<b>November (2 weeks)</b> <b>February (3 weeks)</b>	<b>PPT/Lectures/ Solving points on Blackboard with cases</b>

**Note: Assignments, Class tests , midterm & revision sessions or remedial classes tests will be taken during the session.**

Principal  
Govt. College  
UNA (H.P.)



**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**B.Com 2<sup>nd</sup> year SUBJECT- BC 2.2: INCOME TAX LAW AND PRACTICE**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Introduction	Basic concepts: Income, agricultural income, person, assessee, assessment year, previous year, gross total income, total income, maximum marginal rate of tax; Permanent Account Number (PAN) Residential status; Scope of total income on the basis of residential status Exempted income under section 10	August (4 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 2	Computation of Income under different heads-1	a) Income from Salaries b) Income from house property	September (4 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 3	Computation of Income under different heads-2	c) Profits and gains of business or profession d) Capital gains e) Income from other sources	October (4 weeks)	PPT/Lectures/ Solving questions on Blackboard with students
Unit 4	Computation of Total Income and Tax Liability  Preparation of Return of Income	Income of other persons included in assessee's total income; Aggregation of income and set-off and carry forward of losses; Deductions from gross total income; Rebates and reliefs. Computation of total income of individuals and firms; Tax liability of an individual and a firm; Five leading cases decided by the Supreme Court  Filing of returns: Manually, On-line filing of Returns of Income & TDS; Provision & Procedures of Compulsory On-Line filing of returns for specified assesses.	November (4 weeks)  February (4 weeks)	PPT/Lectures/ Solving questions on Blackboard with students  Online ITR Demo, Videos

**Note: Assignments, Class tests & midterm tests will be taken during the session.**

  
1/18/19/23

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**Govt. College Una**  
**H.P. 174303**  
**Department of Commerce**  
Session 2023-24

Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**B.Com: IInd year SUBJECT- BC 2.1: COMPANY LAW**

UNIT	TOPIC	DETAILS	MONTH	Mode OF TEACHING
Unit 1	Introduction	Administration of Company Law [including National Company Law Tribunal (NCLT), National Company Law Appellate Tribunal (NCLAT), Special Courts]; Characteristics of a company; lifting of corporate veil; types of companies including one-person company, small company and dormant company; association not for profit; illegal association; formation of company, on-line filing of documents, promoters, their legal position, pre-incorporation contract; on-line registration of a company.	August (4 weeks)	PPT/ Lectures/ videos
Unit 2	Documents	Memorandum of association, Articles of association, Doctrine of constructive notice and indoor management prospectus-shelf and red herring prospectus, Misstatement in prospectus, GDR; Book building; Issue, allotment and forfeiture of share, Transmission of shares, Buyback and provisions regarding buyback; Issue of bonus shares.	September (4 weeks)	PPT/Lectures/videos
Unit 3	Computation of Income under different heads-2	c) Profits and gains of business or profession d) Capital gains e) Income from other sources	October (4 weeks)	PPT/Lectures/videos
Unit 4	Management	Classification of directors, women directors, independent director, small shareholder's director; Disqualifications, director identity number (DIN); Appointment; Legal positions, powers and duties; removal of directors; Key managerial personnel, managing director, manager. Meetings of shareholders and board; Types of meeting, convening and conduct of meetings, postal ballot, meeting through video conferencing, e-voting; Committees of Board of Directors-Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Corporate Social Responsibility Committee.	November (4 weeks)	PPT/Lectures/videos
Unit 5	Dividends, Accounts, Audit	Provisions relating to payment of Dividend, Provisions relating to Books of Account, Provisions relating to Audit, Auditors' Appointment, Rotation of Auditors, Auditors' Report, Secretarial Audit	February (4 weeks)	PPT/Lectures/videos

**Note: Assignments, Class tests & midterm tests will be taken during the session.**

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Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**B.COM 3<sup>rd</sup> Year SUBJECT: BC 3.1(c): FUNDAMENTALS OF FINANCIAL MANAGEMENT**

UNIT	TOPIC	DETAILS	MONTH	Method Of Teaching
Unit 1	Introduction	Nature, scope and objective of Financial Management, Time value of money, Risk and return (including Capital Asset Pricing Model), Valuation of securities – Bonds and Equities.	July 2 week August (4 weeks)	PPT/Lectures/videos
Unit 2	Investment Decisions	The Capital Budgeting Process, Cash flow Estimation, Payback Period Method, Accounting Rate of Return, Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index, Capital budgeting under Risk – Certainty Equivalent Approach and Risk- Adjusted Discount Rate.	September (4weeks)	PPT/Lectures/videos
Unit 3	Financing Decisions	Cost of Capital and Financing Decision: Sources of long-term financing Estimation of components of cost of capital. Methods for Calculating cost of equity capital, Cost of Retained Earnings, Cost of Debt and Cost of Preference Capital, Weighted Average cost of capital (WACC) and Marginal cost of capital. Leverage- Operating, Financial & Degree of Leverage. Capital structure –Theories of Capital Structure (Net Income, Net Operating Income, Traditional Approach and MM Hypothesis). Determinants of capital structure.	October (4 weeks)	PPT/Lectures/videos
Unit 4	Dividend Decisions	Theories for Relevance and irrelevance of dividend decision for corporate valuation; Cash and stock dividends; Dividend policies in practice.	November (3 week)	PPT/Lectures/videos
Unit 5	Working Capital Decisions	Concepts of working capital, the risk-return trade off, sources of short-term finance, working capital estimation, cash management, receivables management, inventory management and payables management.	February (3 weeks)	PPT/Lectures/videos

**Note: Assignments, Class tests & midterm tests will be taken during the session.**

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Session 2023-24

Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**M.Com 1<sup>st</sup> semester**

**Subject: MC 105 TAXATION LAWS AND ADMINISTRATION(DSC)**

UNIT	TOPIC	DETAILS	MONTH	METHOD OF TEACHING
Unit 1	Basic Concepts	Meaning, concepts, Latest Provisions, Agriculture Income, Basis of Charges	September (1 week)	PPT/ Lectures/ videos
Unit 2	Income from Salary and House Property	Income from Salary. Income from House Property.	September (3 weeks)	PPT/ Lectures/ videos
Unit 3	Income from Business and Profession	Profits and Gains from Business or Profession. Capital Gains. Income from Other Sources..	October (3 week)	PPT/ Lectures/ videos
Unit 4	Set-off and carry forward of losses	Set-off and Carry Forward of Losses, Tax Deductions and Collection at Source. Advance Payment of Tax. Income Tax Authorities. Procedure of E-filing.	October (1 weeks) November (2 week)	PPT/ Lectures/ videos
Unit 5	Assessment of Persons	Assessment of Individual – Computation of Taxable Income and Tax Liabilities of Individual. Assessment of Companies – Computation of Taxable Income and Tax Liabilities of Companies	November (2 week)	PPT/ Lectures/ videos

**Note: 1. Assignments, Class tests, midterm & revision sessions or remedial classes tests will be taken during the session.**

**2. PPT presentation is taken by students during revision sessions.**

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**Govt. College Una**  
**H.P. 174303**  
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Session 2023-24

Teaching plan  
Prof. Parveen Saini  
Parveensaini513@gmail.com  
7018492285

**M.Com 3<sup>rd</sup> semester Subject: MC303: FINANCIAL INSTITUTIONS AND MARKETS (DSC)**

UNIT	TOPIC	DETAILS	MONTH	Mode of TEACHING
Unit 1	Introductory	Nature and role of financial system – Financial System and financial markets. An economic analysis of financial system in India. Indian financial system – A critical analysis. Financial Markets: Money and capital markets. Money market Instruments: Call money, treasury bills, certificates of deposits, commercial bills, trade bills, etc. Capital market: Government securities market, Industrial security market,	September (2 week)	PPT/ Lectures/ videos
Unit 2	Money Market Institutions	Central bank: Functions and its role in money creation, Commercial banks; Present structure.	September (2 weeks)	PPT/ Lectures/ videos
Unit 3	International and Multinational banking	Introduction to International and Multinational banking. Non-Banking Institutions: Concept, role of financial institutions, sources of funds, Functions and types of non-banking financial institutions.	October (4 week)	PPT/ Lectures/ videos
Unit 4	Mutual Funds	The evaluation of mutual funds, regulation of mutual funds (with special reference to SEBI guidelines), Performance evaluation, Design and marketing of mutual funds scheme; Latest mutual fund schemes in India – An overview. Evaluating of mutual funds. Merchant Banking: Concept, function, growth, government policy regarding Merchant banking business and future of merchant banking in India.	November (4 week)	PPT/ Lectures/ videos
Unit 5	Role of Financial Institutions	Role of banking, financial sector reforms, financial and promotional role of financial institutions, universal banking; concept and consequences	December (4 weeks)	PPT/ Lectures/ videos

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**2. PPT presentation is taken by students during revision sessions.**

  
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Principal  
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**Govt. College Una**  
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Teaching plan  
 Prof. Parveen Saini  
 Parveensaini513@gmail.com  
 7018492285

**M.Com 3<sup>rd</sup> Semester MC 302: INTERNATIONAL FINANCIAL MANAGEMENT AND POLICY**

UNIT	TOPIC	DETAILS	MONTH	Mode of TEACHING
<b>Unit 1</b>	International Financial Management	Significance and contemporary issues in International Financial Management. Cross-border investment decisions – concept and types. Green field investment Vs. cross-border mergers and acquisitions. Valuations techniques – Net Present Value Model and Adjusted Net Present Value Model. Risks in cross-border investment decisions. Foreign Direct Investment: Concept, Types, Theories, Significance, Limitations, FDI trends and Policy in India.	<b>September</b> (2 week)	<b>PPT/ Lectures/ videos</b>
<b>Unit 2</b>	International Trade and Policy	Trade and Development, Significance of International Trade, Theories of International Trade - including gravity model theory. Free trade Vs. Protection. Trade barriers and non-trade barriers and their implications. India's Trade Policy	<b>September</b> (2 weeks)	<b>PPT/ Lectures/ videos</b>
<b>Unit 3</b>	Regional Economic Integration	Concept and Rationale Levels of regional economic integration- free trade, custom union, economic union, common market, political union. Trade creation and trade diversion effects. Regionalism Vs. Multilateralism. India's trade and economic relations with SAARC, BIMSTEC, ASEAN, EU, GCC and BRICS.	<b>October</b> (4 week)	<b>PPT/ Lectures/ videos</b>
<b>Unit 4</b>	Foreign Exchange and Terms of Trade	Foreign Exchange Market – Functions, International Payment, Transactions in the foreign exchange market, Exchange control objectives, Exchange rate systems. Convertibility of rupee. Devaluation- Approaches, Significance and Devaluation of Indian rupee.	<b>November</b> (4 week)	<b>PPT/ Lectures/ videos</b>
<b>Unit 5</b>	Currency Derivatives	Currency Forward Market, Currency Future Market, Currency Options Market, Currency Call Options, Currency Put Options and Financial Swaps.	December (4 weeks)	<b>PPT/ Lectures/ videos</b>

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**Department of Botany**  
**Teaching Plan Session-2023-24**

**Class: BSc.-I**

**DSC: Botany Paper I (BOTA 101 ) Course (UG)**

**Biodiversity (Microbes, Algae, Fungi and Archegoniates)**

<b>Units</b>	<b>Details of Topic</b>	<b>Methodology used</b>	<b>Time &amp; Duration</b>
<b>Unit 1: Microbes</b>	Viruses – Discovery, general structure, replication (general account), DNA virus (T-phage); Lytic and lysogenic cycle, RNA virus (TMV); Economic importance; Bacteria – Discovery, General characteristics and cell structure; Reproduction – vegetative, asexual and recombination (conjugation, transformation and transduction); Economic importance.	Lecture/ PPT/ Videos	November (2-weeks)
<b>Unit 2: Algae</b>	General characteristics; Ecology and distribution; Range of thallus organization and reproduction; Brief account of classification of algae; Morphology and life-cycles of the following: <i>Nostoc</i> , <i>Oedogonium</i> , <i>Vaucheria</i> , <i>Ectocarpus</i> , <i>Polysiphonia</i> . Economic importance of algae	Lecture/ PPT/ Videos/ Field visits	July/August (4-weeks)
<b>Unit 3: Fungi</b>	Introduction- General characteristics, ecology and significance, range of thallus organization, cell wall composition , nutrition, reproduction and classification; Morphology and life cycles of <i>Phytophthora</i> , <i>Rhizopus</i> (Zygomycota) <i>Penicillium</i> , <i>Venturia</i> (Ascomycota), <i>Puccinia</i> , <i>Agaricus</i> (Basidiomycota); Symbiotic Associations-Lichens: General account, reproduction and significance.	Lecture/ PPT/ Videos	October (4-weeks)
<b>Unit 4: Bryophytes</b>	General characteristics, adaptations to land habit, Range of thallus organization. Classification (up to family), morphology, anatomy and reproduction of <i>Marchantia</i> and <i>Funaria</i> . (Developmental details not to be included). Ecology and economic importance of bryophytes with special mention of <i>Sphagnum</i> .	Lecture/ PPT/ Videos/ Field visits	August (2-weeks)

<b>Unit 5: Pteridophytes</b>	General characteristics, Early land plants ( <i>Cooksonia</i> and <i>Rhynia</i> ). Classification (up to family), morphology, anatomy and reproduction of <i>Selaginella</i> , <i>Equisetum</i> and <i>Adiantum</i> . (Developmental details not to be included). Heterospory and seed habit, stelar evolution. Ecological and economical importance.	Lecture/ PPT/ Videos/ Field visits	September (2-weeks)
<b>Unit 6: Gymnosperms</b>	General characteristics, Classification (up to family), Morphology, anatomy and reproduction of <i>Cycas</i> and <i>Pinus</i> (Developmental details not to be included). Economic importance.	Lecture/ PPT/ Videos/ Field visits	February (2-weeks)

**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

Sanjay K.Sharma  
(Assistant Prof. Botany)

Principal  
Govt. College Una H.P.

# Govt. College Una H.P.

## Department of Botany

### Teaching Plan

**Class: BSc.-I**  
**DSC Botany –Paper II**  
**Plant Ecology and Taxonomy (BOTA 102)**

<b>Units</b>	<b>Details of Topic</b>	<b>Methodology used</b>	<b>Time &amp; Duration</b>
<b>Unit 1:</b> Introduction  <b>Unit 2:</b> Ecological Factors  <b>Unit 3:</b> Plant communities	<b>Definition and scope</b>  <b>Soil:</b> Origin, formation, composition, soil profile. <b>Water:</b> States of water in the environment, precipitation types. Light and temperature, Shelford law of tolerance. General account of adaptations in xerophytes and hydrophytes. <b>Characters; Ecotone and edge effect; Succession; Processes and types (Hydrosere and Xerosere)</b>	Lecture/ PPT/ Videos	August (4-weeks)
<b>Unit 4:</b> Ecosystem  <b>Unit 5:</b> Introduction to plant taxonomy	Structure; energy flow trophic organisation; Food chains and food webs, Ecological pyramids production and productivity; Biogeochemical cycling- Cycling of Nitrogen and Phosphorus.  Identification, Classification, Nomenclature.	Lecture/ PPT/ Videos/ Field visits	November (4-weeks)

<p><b>Unit 6 : Identification</b></p> <p><b>Unit 7 :</b></p> <p><b>Unit 8: Taxonomic hierarchy</b></p>	<p>Functions of Herbarium, important herbaria and botanical gardens of the world and India; Documentation: Flora, Keys: single access and multi-access.</p> <p>Taxonomic evidences from cytology, phyto-chemistry and molecular data.</p> <p>Ranks, categories and taxonomic groups</p>	<p>Lecture/ PPT/ Videos</p>	<p>September (4-weeks)</p>
<p><b>Unit 9: Botanical nomenclature</b></p> <p><b>Unit 10: Classification</b></p>	<p>Principles and rules (ICN); ranks and names; binominal system, typification, author citation, valid publication, rejection of names, principle of priority and its limitations.</p> <p>Types of classification-artificial, natural and phylogenetic. Bentham and Hooker (upto series), Engler and Prantl (upto series), Angiosperm Phylogeny Group (APG) - general introduction</p>	<p>Lecture/ PPT/ Videos/</p>	<p>July/ August (4-weeks)</p>
<p><b>Unit 11: Biometrics, numerical taxonomy and cladistics</b></p>	<p>Characters; variations; OTUs, character weighting and coding; cluster analysis; phenograms, cladograms (definitions and differences).</p>	<p>Lecture/ PPT/ Videos/</p>	<p>February (3-weeks)</p>

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Sanjay K.Sharma  
(Assistant Prof. Botany)

Principal  
Govt. College Una H.P.

# Govt. College Una H.P.

## Department of Physics

### Teaching Plan

**Class: BSc.-I**

**DSC: Physics Paper I (PHYS 101 ) Course (UG)**

**MECHANICS**

Units	Details of Topic	Methodology used	Time & Duration
<b>Unit 1:</b>	<p><b>Ordinary Differential Equations:</b> 1<sup>st</sup> order homogeneous differential equations. 2<sup>nd</sup> order homogeneous differential equations with constant coefficients.</p> <p><b>Coordinate systems and motion of a particle:</b> Volume, velocity and acceleration in Cartesian and Spherical co-ordinate systems, Solid angle.</p> <p><b>Space Time Symmetry and Conservation Laws:</b> Relationship of conservation laws and symmetries of space and time.</p> <p><b>Frames of Reference:</b> Inertial frames of reference, Galilean transformation and Galilean invariance. Non-inertial frames, Coriolis force and its applications; Foucault's pendulum.</p>	Lecture/ PPT/ Videos	August (6-weeks)
<b>Unit 2:</b>	<p><b>Gravitation and Inverse Square Force Law:</b> Newton's Law of Gravitation, Various forces in nature (qualitative). Central and non-central forces, Inverse square force, Centre of mass. Equivalent one body problem. Reduced mass, angular momentum in central force field. Equation of motion under a force law. Equation of orbit and turning points. relationship between eccentricity and energy, Kepler's laws., Basic idea of global positioning system (GPS).</p>	Lecture/ PPT/ Videos/ Practicals	September - (4-weeks)
<b>Unit 3:</b>	<p><b>Rotational Motion and Kinematics of Elastic and Inelastic Collisions :</b> Angular velocity, angular momentum, Torque, Conservation of angular momentum,; Elastic and inelastic collisions, coefficient of restitution, Elastic collisions in laboratory and C.M. systems, Velocities, angle and energies in elastic collisions in C.M. and lab. Systems, Classical Scattering: Cross- section for elastic scattering, Rutherford scattering (with derivation).</p>	Lecture/ PPT/ Videos /Practicals	October (4-weeks)
	<p><b>Special Theory of Relativity:</b> Concept of stationary universal frame of reference and search</p>	Lecture/ PPT/ Videos	November

<b>Unit 4:</b>	for ether. Michelson- Morley experiment, postulates of special theory of relativity. Lorentz transformations. Observer in relativity. Relativity of simultaneity. <b>Effects of Relativity:</b> Length contraction. Time dilation. Relativistic addition of velocities. Relativistic Doppler effect. Variation of mass with velocity and mass energy equivalence. Increase of mass in an inelastic collision, Relativistic momentum and energies. Transformation of momentum, energy. Minkowsky space		(4-weeks)
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**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

Vivek Kumar  
(Assistant Prof. Physics)

Principal  
Govt. College Una H.P.

# Govt. College Una H.P.

## Department of Physics

### Teaching Plan

**Class: BSc.-I**

**DSC Physics –Paper II**

**ELECTRICITY, MAGNETISM AND EMT (PHYS 102)**

Units	Details of Topic	Methodology used	Time & Duration
<b>Unit 1:</b>	<p><b>Vector Analysis:</b> Review of vector algebra (Scalar and Vector product), gradient, divergence, Curl and their significance, Vector Integration, Line, surface and volume integrals of Vector fields, Gauss-divergence theorem, Stokes's theorem, Green's theorem.</p> <p><b>Electrostatics:</b> Significance of electrostatic force, Electrostatic Field, electric flux, Gauss's theorem of electrostatics. Applications of Gauss theorem- Electric field due to point charge, infinite line of charge, uniformly charged spherical shell and solid sphere, plane charged sheet, charged conductor, electrostatic potential, electrostatic potential energy. Electric potential due to a dipole and quadrupole, long uniformly charged wire, charged disc. Electric potential energy.</p> <p><b>Electric field as a gradient of a scalar potential.</b> Calculation of electric field due to a point charge and a dipole from potential. Method of Electrical Images. Poisson and Laplace equations. Electric Current and Fields of Moving charges: Current and current density. Continuity equation. Microscopic form of Ohm's law (<math>J \propto E</math>) and conductivity. Failure of Ohm's law and its explanation. Invariance of charge.</p>	Lecture/ PPT/ Videos	August (6-weeks)
<b>Unit 2:</b>	<p><b>Magnetism:</b> Ampere circuital law and its applications. Hall Effect, Expression for Hall constant and its significance. Divergence and curl of magnetic field B. Vector potential: Definition of vector potential A and derivation. (5 Lectures) Field of Moving Charges: E in different frames of reference. Field of a point charge moving with constant velocity. Field of charge that starts or stops (qualitative). Interaction between moving charge and force between parallel currents.</p> <p><b>Surface current density:</b> Definition. and its use in calculation of change in magnetic field at a current</p>	Lecture/ PPT/ Videos/ Practicals	September - October (6-weeks)

	sheet. Transformation equations of E and B from one frame of reference to another. Dielectrics, parallel plate capacitor with a dielectric, dielectric constant, polarization and polarization vector, displacement vector D, molecular interpretation of Clausius - Mossotti equation, boundary conditions satisfied by E and D at the interface between two homogenous dielectrics, illustration through a simple example.		
<b>Unit 3:</b>	<b>Electrostatic Fields in Dielectrics:</b> Polarization of matter. Atomic and molecular dipoles, induced. Dipole moment and atomic polarizability. Electric susceptibility and polarization vector Capacity of a capacitor filled with Dielectrics. Dielectrics and Gauss's law Displacement vector Establishment of relation $\nabla \cdot \mathbf{D} = \rho_{\text{free}}$ . Energy stored in a dielectric medium. <b>Magnetic Fields in Matter:</b> Behavior of various substances in magnetic fields. Definition of M and H and their relation to free and bound currents. Magnetic permeability and susceptibility and their interrelation. Orbital motion of electrons and diamagnetism. Electron spin and paramagnetic. Ferromagnetism. Domain theory of ferromagnetism, magnetization curve, hysteresis loss, ferrites.	Lecture/ PPT/ Videos /Practicals	October- November (4-weeks)
<b>Unit 4:</b>	<b>Maxwell's equations and Electromagnetic wave propagation:</b> Displacement current, Maxwell's equations and its physical interpretation, EM waves and wave equation in a medium having finite permeability and permittivity but with conductivity. Poynting vector, Poynting theorem, Impedence of a dielectric to EM waves, EM waves in conducting medium and skin depth. EM waves velocity in a conductor and anomalous dispersion. Reflection and Transmission of EM waves at a boundary of two dielectric media for normal and oblique incidence of reflection of EM waves from the surface of a conductor at normal incidence	Lecture/ PPT/ Videos	November- February (4-weeks)

**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

Vivek Kumar  
(Assistant Prof. Physics)

Principal  
Govt. College Una H.P.

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-23**  
**DEPARTMENT OF ENGLISH**  
**B.A/B.COM 1<sup>ST</sup> CE-101 (COMPULSORY ENGLISH)**

MONTH	TOPIC/UNIT	WEEK	ASSIGNMENT	PRESENTATION
JULY	INTRODUCTION OF THE SYLLABUS/ PATTERN OF TESTING	WEEK 1		
	OZYMANDIAS	WEEK-1		4-6
	BLOW BLOW THOU WINTER WIND	WEEK-2	3-4(D)	
	VALUE OF SILENCE	WEEK 3		4-6
	DISCUSSION ON QUERIES	WEEK-4		
AUGUST	THE MAN HE KILLED	WEEK 1		6
	DISCUSSION ON QUERIES	WEEK 1		
	LINES WRITTEN IN EARLY SPRING	WEEK 2	4-5	
	QUESTION & CRITICAL ANALYSIS	WEEK 2		
	At The Himalyas	WEEK 3		3
	CRITICSL ANALYSIS & REVISION	WEEK 4		5-6
SEPTEMBER	THE PARROT IN THE CAGE	WEEK 1		5-6
	RETELLIG OF THE TALE & DISCUSSION	WEEK 1	3-4	
	THE REDDENING TREE	WEEK 2		4-6
	CRITICAL ANALYSIS	WEEK 2		
	THE DINNER FOR THE BOSS	WEEK 3	CLASS TEST ( 5-6)	
	DISCUSSION & REVISION	WEEK4		
OCTOBER	GOOD MORROW	WEEK 1		5-6
	REVISION OF POETRY	WEEK 2	4-6	
	THE USE OF ARTICLES	WEEK 3		1-6
	PRACTICE	WEEK 4		
NOVEMBER	THE USE OF PREPOSITIONS	WEEK 1	5-6	3-4
	PRACTICE	WEEK 2		
	CLASS TESTS	WEEK 3		
	COMPREHENSION	WEEK 4	5-6	
DECEMBER	HOUSE TESTS	WEEK 1& 2		
	VERB FORMS	WEEK 3		3-4
	PRACTICE	WEEK 4		5-6
FEBRUARY	PHRASAL VERBS	WEEK 2	3-4	5-6
	PRACTICE	WEEK 3	1-2	3-6
	CAPSULE REVISION	WEEK 4		
MARCH	CLASS TESTS	WEEK 1 & 2		4-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

**DEPARTMENT OF ENGLISH**

**B.A/B.COM/B.SC 1<sup>ST</sup> AECC-104(Writing Skills)**

Month	Topic	Week	Assignment	Presentation
<b>JULY</b>	<b>Introduction of the</b>	Week 2	-	-
	Diary Writing	Week 2-3	-	-
	Practice and Doubt clearance	Week 4	1-3	4-6
<b>AUGUST</b>	Paragraph Writing	Week 1		
	Practice/ Writing	Week 2-4	1-3	4-6
<b>SEPTEMBER</b>	Summary/Note-making	Week 1		
	Practice Writing/Speaking	Week 2-4	4-6	1-3
<b>OCTOBER</b>	Formal and Informal Letter Writing	Week 1	6	4-5
	Writing practice/ tests	Week 2-4	1-3	4-6
<b>NOVEMBER</b>	Resume Writing	Week 1	-	5-6
	House test	Week 2-3	-	-
	Capsule revision	Week 4	1-3	4-6
<b>DECEMBER</b>	Interview/Feature Article	Week 1		
	Interview practice	Week 2-4	1-3	4-6
<b>FEBRUARY</b>	Notice Writing	Week 2	6	-
	Practice/ Queries	Week 3-4	1-3	4-6
<b>MARCH</b>	Class Tests	Week 1-2		

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24**

**DEPARTMENT OF ENGLISH**

**Creative Writing, Book and Media Reviews  
Translation Studies & Principles of Translation  
BA 2<sup>ND</sup> ENG AECC/ SEC 204-205 AECC/SEC – 1**

MONTH	TOPIC	WEEK	ASSIGNMENT	PRESENTATION
<b>JULY</b>	UNIT-I Literary Forms Poetry):	WEEK 1		
	Lyric, Sonnet, Epic, Ode, Ballad	WEEK1	5	6
	Drama: Tragedy and Comedy	WEEK 2	5	6
	Fiction: Short Story and Novel	WEEK 3	5	6
	CRITICAL ANALYSIS/QUERIES	WEEK 4	1-3	4-6
<b>AUGUST</b>	Prose: Essay, Periodicals UNIT-I Introduction to Translation Definition of Translation	Week 1	6	5
	Article (Newspaper, Article and Blog)	Week 2	6	5
	1.Queries/Revision. 2.Purpose of Translation— Translation as a literary, cultural, and knowledge bridge, self-other interaction	WEEK 3	1-3	4-6
	UNIT-II Literary Terms: Plot, Characterization, Dialogue, Monologue, Alliteration	WEEK 4	-	5-6

<b>SEPTEMBER</b>	UNIT-II Approaches to Translation: 1. Domestication: Readability in the target language	Week 1	-	5-6
	Soliloquy, Aside, Narrator, Persona, Irony	Week 2	5-6	
	Rhyme 2. Foreignisation: Faithfulness to the source language text	WEEK 3		5-6
	Metaphor, Simile, Metonymy	WEEK 4	5-6	
<b>OCTOBER</b>	UNIT-III Reading Literature: Creativity and Imagination	Week 1	5-6	
	: "Gift of the Magi" by O' Henry	Week 2	5	6
	Story Telling by Students UNIT-III Methods of Translation: 1. Meta-phrase—sense translation based on difference	WEEK 3	4-6	1-3
	Writing stories/Critical Analysis 2. Paraphrase—word-to-word translation based on equivalence	WEEK 4	-	5-6
<b>NOVEMBER</b>	"Daffodils" by William Wordsworth • 3. Imitation—regulated transformation 4. Interpretation and Adaptation	Week 1	-	5-6
	House Exams	Week 2-3	1-2	5-6
	The Dark Room by R. K. Narayan Reading: "Preface to Ovid's Epistles" – (1680) by John Dryden	Week 3	6	
	Test and doubt clearance UNIT-IV (Problems of Translation) Cultural Gap, Untranslatability, Translation as appropriation of indigenous languages by English	Week 4	-	5-6
<b>DECEMBER</b>	<b>UNIT II</b> Onomatopoeia, Oxymoron, Point of View, Theme	Week 1	6	5
	Reading: "Translation of Poetry" by Sri Aurobindo. Letters on Poetry, Literature and Art.	Week 2	6	-
	UNIT-V Translation in India: Definition Anuvad, Bhashantar, Roopantar	Week 3	5-6	
	Queries/ Tests	Week 4	4-6	
<b>FEBRUARY</b>	UNIT-IV Media Reviews Key Terms: Rasa, Dhvani, Auchitya	Week 2	6	
	Book Reviews Reading Translation: Cultural Difference, Contexts and Language	Week 2	5-6	3-4
	Film Reviews, Garden of Spice	Week 3	5-6	3-4
	TV Programme Reviews, The Inner Eye	Week 4	5-6	3-4
<b>MARCH</b>	<b>Class test</b>	Week 1 & 2	1-3	5-6

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24  
DEPARTMENT OF ENGLISH**

**ENG CE 201 English-2 Core English (Compulsory) for B.A & B.Com**

Month	topic	week	assignment	presentation
July	UNIT-I Essays			
	The Power of Prayer	Week 1	3-4	5-6
	Vivekananda: The Great Journey to the West/ Revision	Week 2	5-6	4
	More Than 100 Million Women are Missing/ Revision	Week3	4-5	6
	On the ignorance of Learned	Week 4	-	-
	Class test	Week 4		
August	Simply Living			
	“Towards Creating a Poverty-Free World	Week 1		5-6
	“Climatic Change and Human Strategy	Week 2	5-6	
	UNIT-II Poetry. i. —A Psalm of Life/ Revision	Week3	5-6	
	1) Animals   by Walt Whitman	Week 4		5-6
September	—The Lake Isle of Innisfree by W.B. Yeats	Week 1		5-6
	The Olive Tree   by Mark O' Conner	Week 2	3-4	4
	Refugee Mother and Child   by Chinua Achebe	Week3		5-6
	UNIT-III: Applied Grammar 1. One Word Substitution	Week 4		5-6
November	Homonyms, Homographs and Homophones	WEEK 1		5-6
	HOUSE TESTS	WEEK 2	-	-
	QUERIES			
December	2) When I am Dead My Dearest   by Christina Rossetti	WEEK 1	3	4-6
	STORY TELLING/SPEAKING	WEEK 2	3	4-6
	REVISION	WEEK 3-4	-	-
February	Words Used as Nouns and Verbs	WEEK 2-3		5-6
	QUERIES	WEEK 4	-	1-3
March	TESTS	WEEK &2	-	-

**MONTH WISE TEACHING PLAN FOR THE SESSION 2023-24  
DEPARTMENT OF ENGLISH**

**Creative Writing, Book and Media Reviews**

**BA 3rd ENG DSC 303-304**

**ENG DSE 303 DSE –1A Soft Skills**

**&**

**ENG DSE 304 DSE-1B Academic Writing and Composition**

MONTH	TOPIC	WEEK	ASSIGNMENT	PRESENTATION
JULY	Listening Skills: Comprehending	WEEK 1		
	Retaining & Responding	WEEK1	5	6
	Barriers to Listening•	WEEK 2	5	6
	Overcoming Barriers to Listening	WEEK 3	5	6
	CRITICAL ANALYSIS/QUERIES	WEEK 4	1-3	4-6
AUGUST	Types of Academic Writing: Descriptive•	Week 1	6	5

	Analytical Writing	Week 2	6	5
	1.Queries/Revision. & Persuasive Writing	WEEK 3	1-3	4-6
	Critical Writing	WEEK 4	-	5-6
<b>SEPTEMBER</b>	Teamwork: Teamwork involves building relationships and working with other people using a number of important skills and habits: Working Cooperatively Contributing to groups with ideas, suggestions, and effort	Week 1-2	-	5-6
	• Communication (both giving and receiving)	WEEK 3	5-6	
	• Sense of Responsibility • Healthy respect for different opinions, customs, and individual preferences • Ability to participate in group decision-making	Week 4		
<b>OCTOBER</b>	Features and Conventions of Academic Writing: (a) Clear, Concise, Objective, Accurate Writing	Week 1	5-6	
	Grammar: Subject-Verb Agreement, Punctuation, Use of Apostrophe, Common Abbreviations	Week 2	5	6
	Emotional Intelligence: Characteristics of Emotional Intelligence	WEEK 3	4-6	1-3
	Self-Awareness • Self-Regulation • Motivation • Empathy • Social and Cultural Sensitivity Ways to Improve Emotional Intelligence	WEEK 4	-	5-6
<b>NOVEMBER</b>	" Problem Solving: Four basic steps in solving a Problem: • Defining the Problem •	Week 1	-	5-6
	House Exams	Week 2-3	1-2	5-6
	Generating Alternatives • Evaluating and Selecting Alternatives • Implementing Solutions	Week 3	6	
	Test and doubt clearance Common Errors: Colloquialisms, Jargon, Clichés, Contraction, Repetition, Emotive Language, Spelling and Grammatical Errors	Week 4	-	5-6
<b>DECEMBER</b>	F) Interview Skills: Preparation• Self-evaluation-SWOT•	Week 1	6	5
	Punctuality• First Impressions: Professional Dressing, Body• Language and Non-verbal Cues Listening and Speaking•	Week 2	6	-
	Etiquette and Courtesy•	Week 3	5-6	
	Queries/ Tests	Week 4	4-6	
<b>FEBRUARY</b>	) (c) 3. Process of Academic Writing: Pre-Drafting – Research and Brainstorm• Drafting – Headings, Sub-headings and• Development of the Idea Revising – Making Changes & Correcting	Week 2	6	
	Rewriting Editing – Removing Errors, Proof Readings,• Polishing	Week 2	5-6	3-4
	Critical Thinking: Analysis• Evaluation• Synthesis•	Week 3	5-6	3-4
	Paragraph Writing: Topic Sentence, Elaborative Sentences –•	Week 4	5-6	3-4
<b>MARCH</b>	<b>Class test</b>	Week 1 & 2	1-3	5-6



**Mathematics**

**Govt. Degree College Una (H.P.)**

**Lesson Plan (2023-2024)**

**Name of teacher: Dr. Ranju Banota**

**Class: B.A. / B.Sc. 2<sup>nd</sup> year**

**Subject: Algebra MATH 202TH (Core Course)**

Unit	Topics	Details	Month	Method of teaching
1	Groups	Definition of group, abelian and non-abelian groups, its examples, order of an element of a group, some important theorems of order of an element of group, group of integers modulo $n$ , cube roots and fourth roots of unity, cyclic groups, permutations.	July-September (8 weeks)	White board/LED panel
2	Subgroups	Definition of subgroup, basic theorems, Centre of a group, cosets, Index of a subgroup, Lagrange theorem	October - November(6 weeks)	White board/LED panel
3	Normal Subgroups and Homomorphism	Definition of normal subgroup, Quotient group, Kernel of a subgroup, Homomorphism, basic theorems of homomorphism, first theorem of homomorphism	November-December (4weeks)	White board/LED panel
4	Rings	Definition of Rings, some examples of rings, Commutative and non-commutative rings, subrings, ideals, integral domains and fields	February (3 weeks)	White board/LED panel

Note: Assignments, class tests and mid-term exams will be taken during the session.

Dr. Ranju Banota

Assistant Professor

Department of Mathematics

GC Una

Principal

**Mathematics**

**Govt. Degree College Una (H.P.)**

**Lesson Plan (2023-2024)**

**Name of teacher: Dr. Ranju Banota**

**Class: B.Sc. 1<sup>st</sup> Year**

**Subject: Differential Equations MATH 102TH (Core Course)**

Unit	Topics	Details	Month	Method of teaching
1	Basic theory of linear differential equations	Wronskian and its properties, first order exact differential equations. Integrating factors, rules to find an integrating factor, first order higher degree equations solvable for x, y, p. Clairaut's form.	July-August (6weeks)	White board/LED panel
2	Higher order differential equations	Methods for solving higher order differential equations. Solving a differential equation by reducing its order. Linear homogeneous equations with constant coefficients, Linear non-homogeneous equations.	September-October (6 weeks)	White board/LED panel
3	Variation of parameters	The method of variation of parameters with constant coefficients. The Cauchy-Euler equations and Legendre equations. Simultaneous differential equations, total differential equations.	October-December(8weeks)	White board/LED panel
4	Partial differential equations	Order and degree of PDE, concept of linear and non-linear PDE, formation of first order PDE, Linear PDE of first order, Lagrange's method. Classification of second order PDE into elliptic, parabolic and hyperbolic.	February (3 weeks)	White board/LED panel

Note: Assignments, class tests and mid-term exams will be taken during the session.

Dr. Ranju Banota

Principal

Assistant Professor

Department of Mathematics

GC Una

**Mathematics**

**Govt. Degree College Una (H.P.)**

**Lesson Plan (2023-2024)**

**Name of teacher: Dr. Ranju Banota**

**Class: B.A./B.Sc.3<sup>rd</sup> year**

**Subject: Probability and Statistics MATH 313 TH (SEC)**

Unit	Topics	Details	Month	Method of teaching
1	Theory of probability	Sample space, probability axioms, real random variables (discrete and continuous), cumulative distribution function, probability mass/density functions	July-September (8 weeks)	White board/LED Panel
2	Mathematical expectations	Mathematical expectations, moments, moment generating function, characteristic function, discrete distribution	September-October (6 weeks)	White board/LED Panel
3	Distributions	Binomial, Poisson, continuous distributions, uniform, normal exponential	November-December (5 weeks)	White board/LED Panel
4	Joint cumulative functions	Joint cumulative distribution function and its properties, joint probability density functions, marginal and conditional distribution, expectation of function of two random variables, conditional expectations, independent random variables.	February (3 weeks)	White board/LED Panel

Note: Assignments, class tests and mid-term exams will be taken during the session.

Dr. Ranju Banota

Assistant Professor

Department of Mathematics

GC Una

Principal

**BCA**  
**GOVT COLLEGE UNA**

**TEACHING PLAN**

**BCA 1st SEM**

**SUBJECT : Mathematics (BCA0101)**

<b>Unit</b>	<b>Topic /Details</b>	<b>Month</b>	<b>Method of Teaching</b>
1	Set theory, quadratic equations, sequence & series, binomial theorems, determinants, matrices.☐	July	Lectures
2	Rectangular co-ordinates, length of a line segment, section ratio, area of a triangle, equations of a straight line circles.	August	Lecture/PPT/Practical
3.	Trigonometric functions, trigonometrical ratios of negative and associated angles, trigonometrical ratios of compound angles, multiple and sub multiple angles, Heights and distances. ☐	September	Lectures//PPT/practical
4.	limits and continuity, Derivative of functions, Maxima & Minima, Indefinite integrals and definite integrals.☐	October	Lectures//PPT/practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION

BCA

GOVT COLLEGE UNA

TEACHING PLAN

BCA 3rd SEM

SUBJECT : Mathematics (BCA0301)

Unit	Topic /Details	Month	Method of Teaching
1	Order, degree, solution and formation of a differential equation. Standard techniques of solving linear differential equations with constant coefficients, Cauchy's and Legendres.☐	July	Lectures
2	Complex numbers and their representation in a plane. Argand diagram, algebra of complex numbers, modulus and arguments of a complex number, square root of a complex number and cube roots of unity, triangle inequality, De-Moivre's theorem, roots of complex numbers.	August	Lecture/PPT/Practical
3.	Primes, Primarily testing, Factorization, Chinese Remainder Theorem, Quadratic congruence, Exponentiation and Algorithm☐	September	Lectures//PPT/practical
4.	Finite fields, GF(p) fields, GF(pn) fields, Polynomials and their operations over GF(2) and GF(2n) ☐	October	Lectures//PPT/practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION

**BCA**  
**GOVT COLLEGE UNA**  
**TEACHING PLAN**  
**BCA 5th SEM**

**SUBJECT : Computer Oriented Statistical Methods (BCA0505)**

Unit	Topic /Details	Month	Method of Teaching
1	Frequency distribution, Histogram, Frequency Polygram, Arithmetic Mean, Median, mode, geometric Mean, Harmonic Mean, Dispersion, Measures of Dispersion, Coefficients of Dispersion.	July	Lectures
2	Probability, Addition and multiplication Theorems of Probability, Conditional Probability, Independent events Pointwise independent events.	August	Lecture/PPT/Practical
3.	Mathematical expectation, Expected value of function of a random variable, Properties of expectation, Properties of variance, Covariance.	September	Lectures//PPT/practical
4.	Correlation, Karl Pearson's Coefficient of correlation calculation of the correlation, coefficient for a biovariate frequency distribution, rank correlation.	October	Lectures//PPT/practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION

**B.Sc. Computer Science (1<sup>st</sup> year)**

Govt. PG College Una (HP)

**Teaching Plan****Subject: -Problem Solving Using Computer (COMP101 TH)**

<b>Unit</b>	<b>Topics/Details</b>	<b>Month</b>	<b>Method of Teaching</b>
I/II	<b>Computer Fundamentals:</b> Introduction to Computers: Characteristics of Computers, Uses of Computers, Types and generations of Computers. <b>Basic Computer Organization:</b> Units of a computer, CPU, ALU, memory hierarchy, registers, I/O devices. <b>Planning the Computer Program:</b> Concept of problem solving, Problem definition, Program design, Debugging, Types of errors in programming, Documentation	July	PPTs/ Lectures/ Videos
II/III	<b>Techniques of Problem Solving:</b> Flowcharting, decision table, algorithms, Structured programming concepts, Programming methodologies viz. top-down and bottom-up programming. <b>Overview of Programming:</b> Structure of a Python Program, Elements of Python <b>Introduction to Python:</b> Python Interpreter, Using Python as calculator, Python shell	August	PPTs/ Lectures/ Videos
III	<b>Introduction to Python :</b> Indentation. Atoms, Identifiers and keywords, Literals, Strings, Operators (Arithmetic operator, Relational operator, Logical or Boolean operator, Assignment, Operator, Ternary operator, Bit wise operator, Increment or Decrement operator). <b>Creating Python Programs:</b> Input and Output Statements, Control statements (Looping while Loop, for Loop , Loop Control, Conditional Statement-if...else, Difference between break, continue and pass).	September	PPTs/ Lectures/ Videos
IV	<b>Structures:</b> Numbers, Strings, Lists, Tuples, Dictionary, Date & Time, Modules, Defining Functions, Exit function, default arguments.	October	PPTs/ Lectures/ Videos
IV	<b>Introduction to Advanced Python:</b> Objects and Classes, Inheritance, Regular Expressions,Event Driven Programming, GUI Programming.	November	PPTs/ Lectures/ Videos
	<b>Software Lab using Python</b> Section A:- Simple Programs Section B :- Visual Python	December	PPTs/ Lectures/ Videos
	<b>Software Lab using Python</b> Section B :- Visual Python	February	PPTs/ Lectures/ Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

**B.Sc. Computer Science (1<sup>st</sup> year)****Govt. PG College Una (HP)****Teaching Plan****Subject:-Office Automation Tools(COMP102 TH)**

<b>Unit</b>	<b>Topics/Details</b>	<b>Month</b>	<b>Method of Teaching</b>
I	<b>Introduction to open office/MS office/Libre office</b> <b>MS Office Components</b> MS Word ,MS Excel,S Power Point , MS OneNote,MS Access <b>Open Office Components</b> Text Document,Spreadsheet,Presentation ,Drawing,Database,Formula <b>Libre Office Components</b> Writer - Word processing.,Calc - Spreadsheet. Impress - Presentations.Draw - Drawing. Math - Formula .Base - Database.	July	PPTs/ Lectures /Videos
II	<b>Word Processing:</b> Formatting Text, Pages, Lists, Tables	August	PPTs/ Lectures /Videos
III	<b>Spreadsheets:</b> Worksheets, Formatting data, creating charts and graphs, using formulas and functions, macros, Pivot Table)	September	PPTs/ Lectures/ Videos
IV	<b>Presentation Tools:</b> Adding and formatting text, pictures, graphic objects, including charts, objects, formatting slides, notes, hand-outs, slide shows, using transitions, animations	October	PPTs/ Lectures/ Videos
<b>Office Automation Tools Lab :- Word Processing</b>		November	PPTs/ Lectures/ Videos
<b>Office Automation Tools Lab:- Spreadsheet</b>		December	PPTs/ Lectures/ Videos
<b>Office Automation Tools Lab:-Presentation Tools</b>		February	PPTs/ Lectures/ Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (2<sup>nd</sup> year)

Govt. PG College Una (HP)

### Teaching Plan

**Subject:-**Computer System Architecture(COMP201 TH)

Unit	Topics/Details	Month	Method of Teaching
I	<b>Introduction:</b> Logic gates, Boolean algebra, combinational circuits, circuit simplification, flipflops and sequential circuits, decoders, multiplexors, registers, counters and memory units. <b>Data Representation and basic Computer Arithmetic:</b> Number systems, complements, fixed and floating point representation, character representation, addition, subtraction, magnitude comparison.	July	PPTs/Lectures/Videos
II	<b>Basic Computer Organization and Design:</b> Computer registers, bus system, instruction set, timing and control, instruction cycle, memory reference, input-output and interrupt. <b>Central Processing Unit:</b> Register organization, arithmetic and logical micro-operations, stack organization, micro programmed control.	August	PPTs/Lectures/Videos
III/IV	<b>Programming the Basic Computer:</b> Instruction formats, addressing modes, instruction codes, machine language, assembly language, input output programming. <b>Input-output Organization:</b> Peripheral devices, I/O interface, Modes of data transfer, direct memory access.	September	PPTs/Lectures/Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (2<sup>nd</sup> year)

Govt. PG College Una (HP)

### Teaching Plan

**Subject:** -Database Management System (COMP202 TH)

Unit	Topics/Details	Month	Method of Teaching
I/II	<b>Introduction to Database Management Systems:</b> Characteristics of database approach, data models, DBMS architecture and data independence. <b>Entity Relationship and Enhanced ER Modeling:</b> Entity types, relationships, SQL-99: Schema Definition, constraints, and object modeling.	September	PPTs/Lectures/Videos
III	<b>Relational Data Model :</b> Basic concepts, relational constraints, relational algebra, SQL queries.	October	PPTs/Lectures/Videos
IV	<b>Database design:</b> ER and EER to relational mapping functional dependencies, normal forms up to third normal form.	November	PPTs/Lectures/Videos
<b>Database Management System Lab</b> MYSQL		December	PPTs/Lectures/Videos
<b>Database Management System Lab</b> MYSQL		February	PPTs/Lectures/Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (2<sup>nd</sup> year)

Govt. PG College Una (HP)

### Teaching Plan

Subject: -PHP Programming (COMP203 TH)

Unit	Topics/Details	Month	Method of Teaching
I	<b>Introduction to PHP:</b> PHP introduction, inventions and versions, important tools and software requirements (like Web Server, Database, Editors etc.), PHP with other technologies, scope of PHP, Basic Syntax, PHP variables and constants, Types of data in PHP , Expressions, scopes of a variable (local, global), PHP Operators : Arithmetic, Assignment, Relational , Logical operators, Bitwise , ternary and MOD operator, PHP operator Precedence and associativity.	October	PPTs/Lectures/ Videos
II	<b>Handling HTML form with PHP:</b> Capturing Form Data, GET and POST form methods, Dealing with multi value fields, Redirecting a form after submission <b>PHP conditional events and Loops:</b> PHP IF Else conditional statements ( Nested IF and Else), Switch case, while ,For and Do While Loop, Goto , Break ,Continue and exit	November	PPTs/Lectures/ Videos
III	<b>PHP Functions:</b> Function, Need of Function, declaration and calling of a function, PHP Function with arguments, Default Arguments in Function, Function argument with call by value, call by reference, Scope of Function Global and Local <b>Array:</b> Anatomy of an Array ,Creating index based and Associative array ,Accessing array,Looping with Index based array, with associative array using each() and foreach(), Some useful Library function.	December	PPTs/Lectures/ Videos
IV	<b>String Manipulation and Regular Expression:</b> Creating and accessing String , Searching & Replacing String, Formatting, joining and splitting String , String Related Library functions, Use and advantage of regular expression over inbuilt function, Use of preg_match(), preg_replace(), preg_split() functions in regular expression	February	PPTs/Lectures/ Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (3<sup>rd</sup> year)

Govt. PG College Una (HP)

### Teaching Plan

**Subject:** -Operating System(COMP301 TH)

Unit	Topics/Details	Month	Method of Teaching
I	<b>Introduction:</b> System Software, Resource Abstraction, OS strategies. <b>Types of operating systems</b> - Multiprogramming, Batch, Time Sharing, Single user and Multiuser, Process Control & Real Time Systems.	July	PPTs/ Lectures/ Videos
II/III	<b>Operating System Organization:</b> Factors in operating system design, basic OS functions, implementation consideration; process modes, methods of requesting system services –system calls and system programs. <b>Process Management:</b> System view of the process and resources, initiating the OS, process address space, process abstraction, resource abstraction, process hierarchy, Thread model <b>Scheduling:</b> Scheduling Mechanisms, Strategy selection, non-pre-emptive and pre-emptive strategies. <b>Memory Management:</b> Mapping address space to memory space, memory allocation strategies, fixed partition, variable partition, paging, virtual memory	August	PPTs/ Lectures/ Videos
IV	<b>Shell introduction and Shell Scripting:</b> shell and various type of shell, Various editors present in Linux, Different modes of operation in vi editor, What is shell script, Writing and executing the shell script, Shell variable (user defined and system variables), System calls, Using system calls	September	PPTs/ Lectures/ Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (3<sup>rd</sup> year)

Govt. PG College Una (HP)

### Teaching Plan

**Subject:-**Data Structure and File Processing (COMP302 TH)

Unit	Topics/Details	Month	Method of Teaching
I	<b>Basic Data Structures:</b> Abstract data structures- stacks, queues, linked lists and binary trees. Binary trees, balanced trees.	September	PPTs/Lectures/Videos
II/III	<b>Searching:</b> Internal and external searching, Memory Management: Garbage collection algorithms for equal sized blocks, storage allocation for objects with mixed size. <b>Physical Devices:</b> Characteristics of storage devices such as disks and tapes, I/O buffering. Basic File System Operations: Create, open, close, extend, delete, read-block, write-block, protection mechanisms.	October	PPTs/Lectures/Videos
IV	<b>File Organizations:</b> Sequential, indexed sequential, direct, inverted, multi-list, directory systems, Indexing using B-tree, B+ tree.	November	PPTs/Lectures/Videos
<b>Data Structure and File Processing Lab</b> The use of C++ Language for programming		December	PPTs/Lectures/Videos
<b>Data Structure and File Processing Lab</b> The use of C++ Language for programming		February	PPTs/Lectures/Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

## B.Sc. Computer Science (3<sup>rd</sup> year)

### Govt. PG College Una (HP)

#### Teaching Plan

**Subject:-**Software Engineering (COMP303 TH)

Unit	Topics/Details	Month	Method of Teaching
I	<b>Software Process:</b> Introduction ,S/W Engineering Paradigm , life cycle models (water fall,incremental, spiral, evolutionary, prototyping, object oriented) , System engineering,computer based system, verification, validation, life cycle process, development process,system engineering hierarchy. <b>Software requirements:</b> Functional and non-functional , user, system, requirement engineering process, feasibility studies, requirements, elicitation, validation and management, software prototyping, prototyping in the software process, rapid prototyping techniques, user interface prototyping, S/W document. Analysis and modeling, data, functional and behavioral models, structured analysis and data dictionary.	October	PPTs/ Lectures/ Videos
II	<b>Design Concepts and Principles:</b> Design process and concepts, modular design, design heuristic, design model and document, Architectural design, software architecture, datadesign, architectural design, transform and transaction mapping, user interface design, user interface design principles. Real time systems, Real time software design, system design, realtime executives, data acquisition system, monitoring and control system.	November	PPTs/ Lectures/ Videos
III	<b>Software Configuration Management:</b> The SCM process, Version control, Change control,Configuration audit, SCM standards. <b>Software Project Management:</b> Measures and measurements, S/W complexity and science measure, size measure, data and logic structure measure, information flow measure. Estimations for Software Projects, Empirical Estimation Models, Project Scheduling.	December	PPTs/ Lectures/ Videos
IV	<b>Testing:</b> Taxonomy of software testing, levels, test activities, types of s/w test, black box testing testing boundary conditions, structural testing, test coverage criteria based on data flow, mechanisms, regression testing, testing in the large. S/W testing strategies, strategicapproach and issues, unit testing, integration testing, validation testing, system testing and debugging. <b>Trends in Software Engineering:</b> Reverse Engineering and Re-engineering – wrappers –Case Study of CASE tools.	February	PPTs/ Lectures/ Videos

**Note :-** Assignments ,Class Tests and Mid Term will be taken during the session .

# BCA

GOVT.COLLEGE UNA

## TEACHING PLAN

BCA 1<sup>st</sup> SEM

### BCA0103 Computers Fundamentals

UNIT	TOPIC/DETAIL	MONTH	METHOD OF TEACHING
1	Introduction: Characteristics of Computers, Evolution of computers, Capabilities and limitations of computers, Generations of computers, Types of computers,Block diagram of computer, Basic components of a computer system Input unit, output unit, Arithmetic logic Unit, Control unit, central processing unit, Instruction set, registers, processor speed, type of processors.	July/August	PPT/LECTURES
2	Memory: main memory organization, main memory capacity, RAM, ROM, EPROM, PROM, cache memory, PCs specifications. Secondary Storage Devices- Magnetic Tape, Magnetic Disks0Internal Hard Disk, External Hard Drives, Floppy Disks, Optical Disks-CD, VCD, CD-R, CD-RW, DVD, Flash Memory, USB Drives.	August	PPT/LECTURES
3	Input devices: Keyboard, Pointing Devices0mouse, Touch Screens, Joystick, Electronic pen, Trackball, Scanning Devices-Optical Scanners, OCR, OMR, Bar Code Readers, MICR, Digitizer, Electronic card reader, Image Capturing Devices-Digital Cameras. Output devices- Monitors, CRT, LCD/TFT, Printers- Dot matrix, Inkjet, Laser, Plotters- Drum, Flatbed, Screen image projector.	September	PPT/LECTURES
4	Computer Software: Software and its Need, Types of software,System software, Application software, System software,operating system, utility program, programming languages, introduction to operation system for PCs-DOS, file allocation table (FAT & FAT32), files & directory structure and its naming rules, application software and its types – word processing, spreadsheet, presentation graphics	October	PPT/LECTURES

**NOTE: ASSIGNMENTS,CLASS TEST & MID TERM WILL BE TAKEN DURING THE SESSION.**

BCA III<sup>rd</sup> semester

BCA0303 Computer Organization

UNIT	TOPIC/DETAIL	MONTH	METHOD OF TEACHING
1	Data representation: number systems, decimal to binary, octal and hexadecimal conversion and vice versa, binary coded decimal numbers, hamming code for error detection, alphanumeric codes, arithmetic operations, binary addition and subtraction, addition/subtraction of numbers in 1's and 2's complement notation for binary numbers and 9's and 10's complement notation for decimal numbers.	July	PPT/LECTURES
2	Register Transfer Language: Register transfer, Bus and Memory transfer , arithmetic micro-operations, Logic micro-operation , shift micro operations, arithmetic logic shift unit.	August	PPT/LECTURES
3	Instruction codes, computer registers, computer instructions, timing and control, instruction cycle (fetch and decode, types of instruction, register-reference instructions).	September	PPT/LECTURES
4	Central Processing Unit: Introduction, general register organization, stack organization, instruction formts, addressing modes, data transfer and manipulation (data transfer instructions, data manipulation instructions, arithmetic instructions, logical and bit manipulation instructions, shift instructions), Program control.	October	PPT/LECTURES

**NOTE: ASSIGNMENTS, CLASS TEST & MID TERM WILL BE TAKEN DURING THE SESSION.**

BCA V<sup>th</sup> Semester

BCA0504 ASP.Net Technologies

UNIT	TOPIC/DETAIL	MONTH	METHOD OF TEACHING
1	Introducing .NET: Microsoft web development, Move from workstation to distributed computing, Internet factor, importance of .net platform OS neutral environment, device independence, wide language support, internet based component services. .NET framework: Common language runtime(CLR), code management and execution, security support, error handling and garbage collection, .net framework class libraries System classes, data and XML classes. Features of .NET framework: ASP.NET web forms and web services Web page authoring & server controls, ASP.NET infrastructure.	July	PPT/LECTURES/Practical
2	VB.NET : Introduction, statement, lines, comments, operators, procedures, variables implicit, explicit, constants, parameters, arrays, branching, looping, objects, classes, inheritance, accessibility of inherited properties and methods, overriding methods. System class, managing arrays. Namespace and assemblies.	August	PPT/LECTURES/Practical
3	ASP.NET Web Forms: Web forms code model, web form object life cycle, handling client side events on the server, web form event handling, define and respond web form control events, automatic state management with web forms. HTML sever control: definition, Run At sever attribute, HTML control class, Table control, Input Control. Web server Control.	September	PPT/LECTURES/Practical
4	Web form List Control: Simple List controls, Template List controls. Validation Controls: Definition, properties and methods of validation controls, validation controls Required Field Validator, Compare Validator, Range Validator, Regular Expression Validator, Custom Validator, Validation Summary. User Controls	October	PPT/LECTURES/Practical

**NOTE: ASSIGNMENTS, CLASS TEST & MID TERM WILL BE TAKEN DURING THE SESSION.**

BCA

GOVT COLLEGE UNA

TEACHING PLAN

BCA 2<sup>nd</sup> SEM

SUBJECT : Mathematics (BCA0201)

Unit	Topic /Details	Month	Method of Teaching
1	Rolle's Theorem, Lagrange's Mean Value Theorem, Cauchy's Mean Value Theorem, their geometrical significance and applications. Successive differentiation and Leibnitz Theorem	Dec,January	Lectures
2	common Number system: division algorithm, greatest common divisor, Least multiple, congruence relation, Integer arithmetic, Modular arithmetic.	February	Lecture/PPT/Practical
3.	Group: definition of Group, Groups of numbers, groups of residues, groups of matrices, Groups of functions, Groups of subsets of a set, Properties of Groups, characterization of Groups, cyclic Groups.	March	Lectures//PPT/practical
4.	Group: definition of Group, Groups of numbers, groups of residues, groups of matrices, Groups of functions, Groups of subsets of a set, Properties of Groups, characterization of Groups, cyclic Groups.	April	Lectures//PPT/practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .



BCA

GOVT COLLEGE UNA

TEACHING PLAN

BCA 6<sup>TH</sup> SEM

SUBJECT : N.M. (BCA0602)

Unit	Topic /Details	Month	Method of Teaching
1	Representation of numbers: Decimal to Binary conversion, Floating point representation of numbers, Integer and real/floating point arithmetic, different types of errors, error in the approximation of a function, error in series approximation.	Dec,January	Lectures
2	Solution of algebraic and transcendental equation using Bisection method, Regula-Falsi method, Newton-Raphson method. Solution of simultaneous linear equations using Gauss Elimination method, Gauss-Jordon method, Jacobi's iterative method, Gauss- Seidel iterative method.	February	Lecture/PPT/Practical
3.	Interpolation, Finite difference and operators, Newton Forward, Newton Backward, Games forward, Games backward.	March	Lectures//PPT/practical
4.	Numerical differentiation: Differentiating a Graphical function, Differentiating a Tabulated function- Equal and Un-equal intervals, Numerical integration, Newton-Cotes formula, Trapezoidal rule, Simpson's 01/3rd and 3/8th rule, Weddle's rule.	April	Lectures//PPT/practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION

PGDCA

GOVT COLLEGE UNA

TEACHING PLAN

PGDCA 1<sup>st</sup> SEM

SUBJECT :PC SOFTWARE DCS102

Unit	Topic /Details	Month	Method of Teaching
1	<p>Operating system concept: Duties, Responsibilities and functions of an Operating system, General understanding of different Operating System Environment (Single usersystem, Multi user system, Graphical user interface system, character based system).</p> <p>Disk Operating System: Concept of Files and Directories, Internal commands,External commands, Batch Files, Filters, Redirection, Macros, Wild Card character</p> <p>Booting Process, Configuration Files (Config.Sys)</p> <p>General Understanding Of Facilities, Features Of Windows Explorer, ControlPanel Setting, Accessories, Recycle Bin.</p> <p>Computer Virus: Prevention, Detection, Cure.</p>	September, October	Lectures
2	<p>Word Processing Concepts: Definition, Benefits, Facilities &amp; Features in general.</p> <p>MS- Office 97:</p> <p>MS-Word 97:Word processing using MS-WORD, File handling, Editing,Formatting, spell checking, Mail merge &amp; Table handling &amp; Insertion, importing, exporting &amp; object linking embedding, printing operation.</p> <p>Spreadsheet: features, uses &amp; benefits in general.</p> <p>MS-Excel 97: Entering data &amp; selecting cells, editing worksheet data, formatting worksheet, creating Formulae, function &amp; charts /graphs, multi operation, data base management.</p> <p>Presentation Tools: features, uses &amp; benefits in general.</p> <p>MS Power Point: Creating &amp; saving presentation templates &amp; view (slide view, notes view, outline view, slide show) Formatting text, slides &amp; graphs, animations, slides transition, multi operation.</p>	November ,December	Lecture/PPT

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .

PGDCA

GOVT COLLEGE UNA

TEACHING PLAN

PGDCA 1<sup>st</sup> SEM

SUBJECT :operating system DCS103

Unit	Topic /Details	Month	Method of Teaching
1	<p>Introduction: Definition Of The Operating System, Functions Of An Operating System, Different Types Of Systems - Simple Batch System, Multi-Programmed BatchedSystem, Time Sharing System, Personal Computer Systems, Parallel Systems, Distributed Systems, Real Time Systems.</p> <p>Process Management: Process- Process Concept, Process Scheduling, Operation On Processes, Cooperating Processes, Threads, Inter-Process Communication, CPU Scheduling–scheduling criteria, scheduling algorithms – FCFS, SJF, priority scheduling, round robin scheduling, multilevel queue scheduling, multilevel feedback queue scheduling, multiple processor scheduling, real time scheduling.</p> <p>Deadlocks: Deadlock Characterization, Methods For Handling Deadlocks, Deadlock Prevention, Deadlock Avoidance, Deadlock Detection, Recovery From Deadlock.</p> <p>Computer Virus: Prevention, Detection, Cure.</p>	September, October	Lectures
2	<p>Memory Management: Logical &amp; physical address space, Swapping, Continuous Allocation (single partition, multiple partition), internal, external fragmentation, Paging, Segmentation, Segmentation With Paging, Virtual Memory, Demand Paging, Performance Of Demand Paging, Page Replacement, Page Replacement Algorithms– FIFO, optimal, LRU, LRU approximation algorithms, counting algorithms Thrashing, Demand Segmentation.</p> <p>File System Interface: File Concept, Access Methods–sequential, direct, index,Directory Structure–single-level, two–level, tree-structured, acyclic-graph, general graph.File System Implementation: File System Structure, Allocation Methods- contiguous allocation, linked allocation, indexed allocation, Secondary Storage Structure:Disk Structure, Disk Scheduling, FCFS, SSTF, SCAN, C-SCAN, Look Scheduling,</p> <p>Selection of A Scheduling Algorithm, Disk Management-disk formatting, boot block, badblocks.</p>	November ,December	Lecture/PPT

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .

**PGDCA**  
**GOVT COLLEGE UNA**  
**TEACHING PLAN**  
**PGDCA 1<sup>ST</sup> SEM**  
**SUBJECT: COA DCS 104**

Unit	Topic /Details	Month	Method of Teaching
1	<p>Basics: Organization &amp; Architecture, Structure &amp; Function, A brief history, mechanical &amp; electromechanical ancestors, First, Second, Third &amp; later generations, Van-Neumann Machine, Block diagrams of computer system.</p> <p>Register transfers &amp; micro-operations: Register Transfer Language, Register transfer, Bus &amp; memory transfers, Arithmetic loops, Logic loops, Shift loops, Arithmetic, logic, shift unit.</p> <p>Basic computer organization &amp; design: Instruction codes, Computer registers, Computer Instructions, Timing &amp; Control, Instruction cycle, memory reference instruction, I-O interrupt, Design of basic computer, Design of accumulator logic.</p> <p>Micro-programmed Control: Control Memory, Address sequencing, Design of control unit.</p> <p>Central Processing Unit: General Register Organization, Stack organization, Instruction formats (zero, one, two, three), Address Instructions, Addressing Modes (direct, indirect, Immediate, relative, indexed), Data transfer &amp; manipulation, Program control, RISC.</p> <p>Computer Arithmetic: Addition &amp; Subtraction, Multiplication algorithms, Division Algorithms, Floating point arithmetic operations,</p>	September, October	Lectures
2	<p>IO Organization: Peripheral devices, I/O interfaces, asynchronous data transfer, Modes of Data transfer, Priority Interrupts, DMA, I-O processors, Serial Communication. Memory Organization: Memory Hierarchy, Main Memory, Associative Memory, Cache Memory, Virtual Memory, Memory management hardware.</p> <p>Multiprocessors: Characteristics, Interconnection structures: Time shared, Common bus, Multi-port, Crossbar switch, Multistage, Inter-processor arbitration, Inter-processor communication &amp; synchronization, cache coherence, multiprocessing, vector computation, Fault tolerant systems.</p> <p>RISC: Instruction execution characteristics, Use of large register files, Computer based Register optimization, Reduced instruction set architecture, RISC pipeline.</p>	November, December	Lecture/PPT

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .



PGDCA

GOVT COLLEGE UNA

TEACHING PLAN

PGDCA 2<sup>nd</sup> SEM

SUBJECT :SYSTEM ANALYSIS AND DESIGN DCS202

Unit	Topic /Details	Month	Method of Teaching
1	Overview of system analysis and design, Business systems concepts, systems development life cycle, project selection, feasibility analysis, design, implementation, testing and evaluation .Project Selection: Source of project requests, managing project.review and selection, preliminary investigation. Feasibility Study: Technical and economic feasibilities, cost and benefit analysis..System requirement specification and analysis: Fact finding techniques, Data flow diagrams, data dictionaries, process organisation and interactions, Decision analysis, decision trees and tables.	April, may	Lectures
2	Detailed Design: Modularisation, Module Specification, File Design, System Development Involving Data Basis. Systems control and Quality Assurance: Design objectives, reliability and maintenance, software design and documentation tools, top down, bottom up and variants.Units and integration testing, testing practices and plans. System controls, Audit trails. System Administration and Training, conversion and Operating Plans. Hardware and software selection, Hardware acquisition, memory, processes,peripherals, bench-marking, vendor selection, software selection, operating systems, languages processes, performance and acceptance criteria.	June, July	Lecture/PPT

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .

PGDCA

GOVT COLLEGE UNA

TEACHING PLAN

PGDCA 2<sup>nd</sup> SEM

SUBJECT :Programming in c++ DCS203

Unit	Topic /Details	Month	Method of Teaching
1	<p>Object oriented programming: Need for OOP, the project oriented approach,characterstics of OOP language-objects, classes, Inheritance, Reusability,Polymorphism, overloading advantage of OOP, the relationship between C and C++ .</p> <p>Programming Basic- Basic program construction, output using cout,preprocessor directive, comments, integer variables, character variables, input withcin type float manipulator, type conversion, arithmetic operators, relational operators, loops and decision: loop- for, while, do, decision-if, if- else, switch, conditionaloperator, logical operator-AND, OR, NOT, other control statements-break, continue,goto.</p> <p>Structures and functions: structures, Accessing structure members, structurewithin a structure, Enumerated Data type, simple functions, passing arguments to functions, Returning values from functions, reference arguments, overloadedfunctions, variable and storage class</p>	April, may	Lectures/PPT/Practical
2	<p>Objects and classes: A simple class, classes and objects, specifying a class,using a class, C++ objects as physical objects, C++ objects as data types. Constructors, objects as function arguments, returning objects from functions.Arrays: Array fundamental-defining array, array elements, Accessing arrayelements, Initializing arrays, multidimensional arrays, passing arrays to functions,array of objects, strings-string variables, Avoiding Buffer overflow, string constants,array of strings string as class members.</p> <p>Operator overloading: Overloading unary operators-the operator keyboard,operator arguments, operator return values nameless temporary objects, limitation ofincrement operators, overloading Binary operators, data conversion, Pitfalls ofoperator overloading and conversion.</p> <p>Inheritance: Derived class and base class, specifying the derived class,accessing base class, members, derived class constructors, overriding memberfunctions, class hierarchies, public and private Inheritance, levels of inheritance,multiple inheritance.</p>	June, July	Lecture/PPT/Practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .

**PGDCA**  
**GOVT COLLEGE UNA**  
**TEACHING PLAN**  
**PGDCA 1<sup>ST</sup> SEM**  
**SUBJECT :DBMS DCS203**

Unit	Topic /Details	Month	Method of Teaching
1	Basic Concepts, Data Modeling for a Database, Records and Files, Abstraction and Data Integration, The Three-Level Architecture Proposal for DBMS, Components of a DBMS, Advantages and Disadvantages of a DBMS. Data Models, Data Associations, Data Models Classification, Entity Relationship Model, Relational Data Model, Network Data Model, Hierarchical Model. The Relational Model, Relational Database, Relational Algebra, Relational Calculus. Relational Database Manipulation, SQL, Data Manipulation, Basic Data Retrieval, Condition Specification, Arithmetic and Aggregate Operators, SQL Join: Multiple Tables Queries, Set Manipulation, Categorization, Updates, Views: SQL, QUEL, Data Definition, Data Manipulation; QUEL, Condition Specification, Renaming, Arithmetic Operators, Multiple Variable Queries, Aggregation Operators in QUEL, Retrieve into Temporary Relation, Updates, Views..	April, may	Lectures//PPT/practical
2	Relational Database Design, Relational Scheme and Relational Design, Anomalies in a Database: A Consequence of Bad Design, Universal Relation, Functional Dependency, Relational Database Design. Concurrency Management, Serializability, Concurrency Control, Locking Scheme, Timestamp-Based Order, Optimistic Scheduling, Multiversion Techniques, Deadlock and Its Resolution. Database Security, Integrity, and Control, Security and Integrity, Threats, Defense Mechanisms, Integrity	June, July	Lecture/PPT/Practical

NOTE: ASSIGNMENTS ,CLASS TEST AND MID TERM WILL BE TAKEN DURING THE SESSION .

राजकीय महाविद्यालय ँना  
हिमाचल प्रदेश  
संस्कृत विभाग

शिक्षण योजना सत्र 2023-24

**SKT- DSC-101 lLad`r dkO;**

बी ० ए० प्रथम वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० प्रथम वर्ष	<b>रघुवंशम्</b> कवि एवं काव्यपरिचय, सर्ग 1 (पद्य 1-10) सरलार्थ एवं व्याख्या, रघुवंशी राजाओं की विशेषताएं, राजा दिलीप की विशेषताएं सर्ग-1 पद्य (11-25) सरलार्थ एवं व्याख्या, प्रजा की भलाई में दिलीप का योगदान।, रघुवंश नामकरण की सार्थकता, प्रदत्त विषय का परिचय।	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी० ए० प्रथम वर्ष	<b>शिशुपालवधम्</b> कवि एवं विषय का परिचय।, शिशुपालवध नामकरण की सार्थकता, प्रदत्त विषयवस्तु का परिचय।, सर्ग-2 पद्य (26-37), व्याकरण, सरलार्थ, व्याख्या, काव्य-सौष्ठव, विषयवस्तु विश्लेषण।  सर्ग-2 पद्य (42-56), व्याकरण, सरलार्थ, काव्य-सौष्ठव, विषयवस्तु विश्लेषण माघे सन्ति त्रयो गुणाः, मघे माघे गतं वयः, तावद् भा भारवर्भाति यावन्माघस्य नोदयः (इन उक्तियों का विश्लेषण)।	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० प्रथम वर्ष	<b>नीतिशतकम्</b> पद्य 1-10, सरलार्थ, व्याख्या। पद्य 11-20, सरलार्थ, व्याख्या, भर्तृहरि के सामाजिक अनुभव, मखूँ के प्रकार	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० प्रथम वर्ष	<b>संस्कृत काव्य का इतिहास</b> अश्वघोष, कालिदास, भारवि, माघ, श्रीहर्ष, जयदेव, भर्तृहरि तथा उनकी रचनाएँ। नन्दपञ्च महाकाव्य और गीतिकाव्य का उद्भव और विकास, उपर्युक्त कवियों और उनकी रचनाओं के संदर्भ में।	फरवरी मार्च	व्याख्यान प्रणाली

**SKT- DSC-102 | Lad`r x| dkO;**

बी० ए० प्रथम वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० प्रथम वर्ष	<b>शुकनासोपदेश</b> लेखक एवं विषयवस्तु का परिचय, प्रारम्भ से लेकर— 'यथा यथा चेयं चपला दीप्यते' इस गद्य की समाप्तिपर्यन्त सरलार्थ एवं व्याख्या।	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी० ए० प्रथम वर्ष	<b>शुकनासोपदेश</b> 'उत्सारणवत्रे लता सत्पुरुशव्यवहारणाम्' इस गद्य से लेकर 'अभिषेकानन्तरं च प्रारब्ध दिग्विजय' इस गद्य की समाप्ति पर्यन्त सरलार्थ एवं व्याख्या शुकनासोपदेश में वर्णित समाज तथा राजनीतिक विचार तथा सूक्तियों का तार्किक अर्थ एवं उपयोगिता	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० प्रथम वर्ष	<b>शिवराजविजयम् (प्रथमः निःश्वास)</b> गद्य 1-20, लेखक एवं विषय वस्तु का परिचय, व्याकरण, सरलार्थ तथा व्याख्या, गद्य सौष्टव, कथावस्तु, घटनाक्रम का समय निर्धारण। नन्दपज प् गद्य 21 से समाप्ति पर्यन्त। व्याकरण, सरलार्थ व्याख्या, गद्यसौष्टव, कथावस्तु, घटनाक्रम का समय निर्धारण।	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० प्रथम वर्ष	<b>संस्कृत गद्यकाव्य का सर्वेक्षण</b> गद्यकाव्य का उद्भव और विकास तथा प्रमुख रोमांचक प्रेम-कथाएँ : सुबन्धु, बाण, दण्डी, अम्बिकादत्त व्यास। पंचतंत्र, हितोपदेश, बेतालपंचविंशतिका, का सामान्य परिचय।	फ़रवरी मार्च	व्याख्यान प्रणाली

**SKT- DSC-103** नीति साहित्य

बी० ए० प्रथम वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी ० ए० प्रथम वर्ष	<p><b>पंचतन्त्रम्</b> निम्नलिखित कथाओं का सामान्य परिचय तथा इन कथाओं का मनोवैज्ञानिक प्रभाव (क्षपणक कथा, सिंह—कारक—मूर्खब्राह्मण कथा)</p> <p>निम्नलिखित कथाओं का सामान्य परिचय तथा इन कथाओं का मनोवैज्ञानिक प्रभाव (मूर्खपण्डित—कथा, वानर—मकर—कथा तथा गंगदत्तमण्डूक कथा)</p>	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय;	बी ० ए० प्रथम वर्ष	<p><b>नीतिशतकम्</b> सरलार्थ, व्याख्या एवं आलोचनात्मक प्रश्नों के उत्तर हेतु अपेक्षित हैं। नीतिशतकम् का परिचय, पद्य 1-10—सरलार्थ</p>	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी ० ए० प्रथम वर्ष	<p><b>संस्कृत साहित्य का सामान्य परिचय</b> महाकाव्य (कालिदास तथा भारवि) गद्यकाव्य (बाण भट्ट तथा दण्डी) नाटक (भास, कालिदास एवं भवभूति)</p>	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी ० ए० प्रथम वर्ष	<p><b>अथर्ववेद का ब्रह्मचर्य सूक्त</b> अथर्ववेद के ब्रह्मचर्य सूक्तानुसार ब्रह्मचर्य का स्वरूप, आचार्य का स्वरूप, आचार्य शिष्य परम्परा</p>	फरवरी मार्च	व्याख्यान प्रणाली

बी० ए० प्रथम वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० प्रथम वर्ष	उपनिषद् : ईशावास्योपनिषद् ईशावास्योपनिषद् का परिचय ईशावास्योपनिषद् के मन्त्रों का सरलार्थ	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय;	बी० ए० प्रथम वर्ष	श्रीमद्भगवद्गीता : अध्याय- 2 श्रीमद्भगवद्गीता का सामान्य परिचय, अध्याय-2 (पद्य 1-25), सरलार्थ एवं व्याख्या नृपज प श्रीमद्भगवद्गीता अध्याय-2 (पद्य 26-72), सरलार्थ एवं व्याख्या	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० प्रथम वर्ष	औपनिषदिक दर्शन का सामान्य परिचय औपनिषदिक दर्शन का सामान्य परिचय : आत्मा, ब्रह्म, ईश्वर, कर्म और सृष्टि	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० प्रथम वर्ष	पाणिनीय शिक्षा पाणिनीय शिक्षा (1-14 पद्य) सरलार्थ एवं व्याख्या	फरवरी मार्च	व्याख्यान प्रणाली

SKT- DSC-201 संस्कृत नाटक

बी० ए० द्वितीय; वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० f}rh; वर्ष	<b>कर्णभारम् (सम्पूर्ण)</b> कर्णभार नाटक का परिचय, सरलार्थ, व्याख्या, काव्य सौष्टव और कथावस्तु। हिन्दी व्याकरण, हिन्दी से संस्कृत में सरल अनुवाद	जुलाई अगस्त	व्याख्यान प्रणाली
f}rh;	बी० ए० f}rh; वर्ष	<b>अभिज्ञानशाकुन्तलम् : चतुर्थ अंक (कालिदास) चतुर्थ अंक</b>  (क) परिचय, नांदी, प्रस्तावना, सूत्रधार, नटी, विष्कम्भक, विदूषक और कंचुकी आदि पारिभाषिक शब्दों की व्याख्या। चतुर्थ अंक (ख) व्याकरण, सरलार्थ, व्याख्या, काव्य-सौष्टव और कथावस्तु तथा घटनाक्रम का समय निर्धारण एवं प्रकृति का मानवीकरण, अभिज्ञानशाकुन्तलम् का मनोवैज्ञानिक विश्लेषण, काव्येषु नाटकं रम्यम्, उपमा कालिदासस्य उक्तियों की समीक्षा।	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० f}rh; वर्ष	<b>संस्कृत नाट्यशास्त्रीय संस्कृत पारिभाषिक शब्दावली</b>  नाटक, नायक, नायिका, पूर्वरङ्ग, सूत्रधार, नेपथ्य। अङ्क, स्वगत, प्रकाश, अपवारित, जनान्तिक, आकाशभाषित, प्रवेशक एवं भरतवाक्य।	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० f}rh; वर्ष	<b>संस्कृत नाटक का इतिहास तथा प्रमुख नाटकों का परिचय</b> उद्भव और विकास। प्रमुख नाटक एवं नाटककार (भास, कालिदास, शूद्रक, विशाखदत्त, हर्ष, भवभूति तथा उनकी रचनाएं।)	फरवरी मार्च	व्याख्यान प्रणाली

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० एम. ए. वर्ष	लघुसिद्धांतकौमुदी : संज्ञा प्रकरण संज्ञा प्रकरण	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी० ए० एम. ए. वर्ष	लघुसिद्धांतकौमुदी : संधि प्रकरण संधि- यण्, गुण, दीर्घ, अयादि, वृद्धि और पूर्वरूप संधि। हल् संधि- श्चुत्व, ष्टुत्व, अनुनासिकत्व, छत्व और जश्त्व। विसर्ग संधि- उत्त्व, सत्व, रुत्व, लोप।	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० एम. ए. वर्ष	लघुसिद्धांतकौमुदी : विभक्त्यर्थ प्रकरण विभक्त्यर्थ प्रकरण तथा अनुवाद	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० एम. ए. वर्ष	लघुसिद्धांतकौमुदी : स्त्री प्रत्यय डीप्, टाप्, ऊङ्	फरवरी मार्च	व्याख्यान प्रणाली

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० f}rh; वर्ष	<b>संधि</b> संज्ञा प्रकरण : प्रत्याहार सूत्र, उच्चारण स्थान, उच्चारण प्रयत्न, संयोग, संहिता तथा पद संज्ञा के सूत्र सहित उदाहरण ।	जुलाई अगस्त	व्याख्यान प्रणाली
f}rh;	बी० ए० f}rh; वर्ष	<b>समास</b> समास : अव्ययी भाव समास, तत्पुरुष, बहुव्रीहि और द्वन्द्व समास ।	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० f}rh; वर्ष	<b>कृत, प्रत्यय</b> कृत प्रत्यय : तव्यत्, अनीयर, यत्, ण्यत्, ण्वुल्, तृच्, अण्, क्त, क्तवत्, शतृ शानच्, तुम्, न्, क्त्वा, ल्यप् तथा ल्युट् ।	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० f}rh; वर्ष	<b>निबन्ध तथा अनुवाद</b> संस्कृत में लघु निबन्ध तथा हिन्दी वाक्यों का संस्कृत में अनुवाद ।	फरवरी मार्च	व्याख्यान प्रणाली

### SKT- AEEC-205 आयुर्वेद के मूल सिद्धान्त

बी० ए० f}rh; वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० f}rh; वर्ष	<b>आयुर्वेद का परिचय</b> आयुर्वेद का परिचय, औषधि विज्ञान का चरक पूर्वकालीन इतिहास, आयुर्वेद की दो शाखाएँ (धन्वन्तरि और पुनर्वसु) आयुर्वेद के प्रमुख आचार्य (चरक, सुश्रुत, वाग्भट्ट माधव, शारङ्गधर और भावमिश्र)	जुलाई अगस्त	व्याख्यान प्रणाली
f}rh;	बी० ए० f}rh; वर्ष	<b>चरकसंहिता – सूत्र स्थानम्</b> षडऋतुओं में काल विभाग तथा शरीर एवं प्रकृति की अवस्था। हेमन्त, शिशिर, वसन्त, ग्रीष्म, वर्षा और शरद ऋतुओं में रहन-सहन और आहार सम्बन्धी नियम।	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० f}rh; वर्ष	<b>तिरीयोपनिषद्</b> भृगुवल्ली – अनुवाक 1-3	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० f}rh; वर्ष	<b>अष्टाङ्गहृदयम् (स्वस्थवृत्त)</b> अष्टाङ्गहृदयम् (स्वस्थवृत्त)	फरवरी मार्च	व्याख्यान प्रणाली

**SKT- AEEC-206 संस्कृत छन्द एवं गायन**

बी० ए० f}rh; वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० }	छन्द- शास्त्र का सामान्य इतिहास छन्द-शास्त्र का सामान्य इतिहास	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी० ए० }	छन्दों के प्रकार और तत्त्व अक्षरवृत्त, वर्णवृत्त, मात्रावृत्त, लघु और गुरु गणविचार, मञ्जुषा	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० }	चुने गए वैदिक छन्द और उनकी गान पद्धति। निम्न छन्दों के लक्षण, उदाहरण, विश्लेषण और गीतात्मक सिद्धान्त: गायत्री, उष्णिक, अनुष्टुप्, बृहती, पंक्ति, त्रिष्टुप् और जगती।	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० }	चुने गए शास्त्रीय छन्दों का विश्लेषण और उसकी गान पद्धति। निम्न छन्दों के लक्षण, उदाहरण, विश्लेषण और गीतात्मक सिद्धान्त: भुजंगप्रयात, हरिगीतक, विद्युन्माला, अनुष्टुप् आर्या, मालिनी, शिखरिणी, वसंततिलका, मन्दाक्रान्ता, स्रग्धरा, पंचचामर। टिप्पणी - सभी वर्गों से प्रश्न पूछना अनिवार्य है।	फरवरी मार्च	व्याख्यान प्रणाली

**SKT- DSE-301** व्यक्तित्व विकास का भारतीय दृष्टिकोण

बी० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० तृतीय वर्ष	ऐतिहासिक दृष्टिकोण ऋग्वेद-1.164.37 छान्दोग्योपनिषद्-6.2.3, 6.8.6, 8.1.4 बृहदारण्यकोपनिषद्, 2. 5.18-19	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी० ए० तृतीय वर्ष	व्यक्ति की अवधारणा व्यक्ति की अवधारणा- श्रीमद्भगवद्गीता, अध्याय 7 ( पद्य 1-30, जीव की अष्टधा प्रकृति) क्षेत्र और क्षेत्रज्ञ- श्रीमद्भगवद्गीता अध्याय-13, (श्लोक 1-2, 5-6, 19-23)क्षर और अक्षर- (अध्याय 15, श्लोक 7-11, 16-19)	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० तृतीय वर्ष	व्यक्तित्व के प्रकार व्यक्तित्व के प्रकार- श्रीमद्भगवद्गीता ( अध्याय -14 श्लोक 5-14, अध्याय 17 श्लोक 2-6, 11-21)	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० तृतीय वर्ष	व्यवहार सुधार के मापदण्ड व्यवहार सुधार के प्रकार : मन और इन्द्रियाँ का नियन्त्रण श्रीमद्भगवद्गीता : अध्याय 2 : 59-60, 64-68 अध्याय 3 श्लोक 41-43 अध्याय 6 श्लोक 19-23 सम्यक् आस्था : श्रीमद्भगवद्गीता अध्याय 9, श्लोक 3, 22-28, 30-34 स्वधर्म की पहचान - अन्तरात्मा की आवाज : श्रीमद्भगवद्गीता अध्याय 2-श्लोक 31, 41-44; अध्याय 3 श्लोक 4,5,8,9, 27-30,33-34 अध्याय 4 श्लोक 18-22	फरवरी मार्च	व्याख्यान प्रणाली

SKT- DSE-302 साहित्यिक समालोचना

बी० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी ० ए० तृतीय वर्ष	काव्य प्रकाश : काव्य वैशिष्ट्य एवं काव्य प्रयोजन काव्य प्रकाश : काव्य वैशिष्ट्य एवं काव्य प्रयोजन, काव्य हेतु, स्वरूप	जुलाई अगस्त	व्याख्यान प्रणाली
f}rh;	बी ० ए० तृतीय वर्ष	काव्य प्रकाश : काव्यभेद काव्य प्रकाश : काव्यभेद	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी ० ए० तृतीय वर्ष	काव्य प्रकाश : शब्द शक्तिया काव्य प्रकाश : शब्द शक्तियाँ : अभिधा, लक्षणा, व्यञ्जना	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी ० ए० तृतीय वर्ष	रस-विवेचन रस की परिभाषा एवं प्रकार । प्रथम तीन रसों (शृंगार, हास्य तथा करुण रस) का विवेचन ।	फरवरी मार्च	व्याख्यान प्रणाली

SKT- GE-303 पातंजल योगसूत्र

बी ० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी ० ए० तृतीय वर्ष	योगदर्शन की पृष्ठभूमि योगदर्शन की पृष्ठभूमि, योग के विभिन्न प्रकारों का सामान्य परिचय, योग की उपादेयता	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी ० ए० तृतीय वर्ष	पातञ्जल योगसूत्र – समाधि पाद समाधि पाद सूत्र (1-15) समाधि पाद सूत्र (16-29)	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी ० ए० तृतीय वर्ष	पातञ्जलयोगसूत्र – साधन पाद साधन पाद सूत्र (29-45) साधन पाद सूत्र (46-55)	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी ० ए० तृतीय वर्ष	पातञ्जल योगसूत्र – विभूति पाद विभूति पाद सूत्र (सम्पूर्ण)	फरवरी मार्च	व्याख्यान प्रणाली

**SKT- GE-304 भाषा विज्ञान के मूलभूत सिद्धान्त**

बी ० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी ० ए० तृतीय वर्ष	भाषा विज्ञान का परिचय और भाषाओं का वर्गीकरण भाषा विज्ञान और भाषा परिचय भाषाओं का वर्गीकरण और भारत में भाषा परिवार	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय	बी ० ए० तृतीय वर्ष	ध्वनि विज्ञान अध्ययन : ध्वनि और स्वर विज्ञान सांवहनिक, श्रावणिक, औच्चारणिक ध्वनि विज्ञान वाग्यन्त्र और उनसे निकलने वाली ध्वनियां	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी ० ए० तृतीय वर्ष	शब्द और वाक्य अध्ययन : रूपविज्ञान और स्वर विज्ञान रूपिम, उपसर्ग, मध्यप्रत्यय, अन्त्य प्रत्यय	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी ० ए० तृतीय वर्ष	अर्थ विज्ञान, अर्थ की प्रतीति के प्रकार, शब्द और अर्थ का सम्बन्ध अर्थ परिवर्तन के प्रकार	फरवरी मार्च	व्याख्यान प्रणाली

**SKT- AEEC-305 भारतीय रंगशाला**

बी ० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी ० ए० तृतीय वर्ष	भारतीय रंगशाला का इतिहास एवं परम्परा विभिन्न कालखण्डों में रंगमंच का उद्भव और विकास : प्रागैतिहासिक तथा वैदिक काल महाकाव्य एवं पौराणिक काल : राजदरबार रंगमंच, देवालय रंगमंच, मुक्त रंगमंच (खुला) आधुनिक रंगमंच, लोक रंगमंच, राष्ट्रीय एवं राज्यस्तरीय रंगमंच।	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय;	बी ० ए० तृतीय वर्ष	रंगशाला: निर्माण एवं प्रकार रंगशाला: निर्माण एवं प्रकार	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी ० ए० तृतीय वर्ष	अभिनय: आंगिक, वाचिक, सात्त्विक और आहार्य। अभिनय: आंगिक, वाचिक सात्त्विक और आहार्य।	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी ० ए० तृतीय वर्ष	नाटक: वस्तु, नेता और रस वस्तु नेता रस	फरवरी मार्च	व्याख्यान प्रणाली

SKT- AEEC-306 भारतीय वास्तुशास्त्र

बी ० ए० तृतीय वर्ष

इकाई	कक्षा	विवरण	महीना	शिक्षण का तरीका
प्रथम	बी० ए० तृतीय वर्ष	टोडरमल का वास्तुसौख्यम् वास्तुसौख्यम् – अध्याय 1 वास्तुप्रया जनम्, वास्तुस्वरूप (पद्य, 4-13) न्दपज 2 वास्तुसौख्यम् – अध्याय 2 भूमि परीक्षणम्, दिक्साधनम्, निवासहेतु, स्थाननिर्वचनम् (पद्य – 14-22)	जुलाई अगस्त	व्याख्यान प्रणाली
द्वितीय;	बी० ए० तृतीय वर्ष	टोडरमल का वास्तुसौख्यम् वास्तुसौख्यम् – अध्याय 3 गृहपर्यावरणम्, वृक्षारोपणम्, शल्यशा धनम् (पद्य, 31-49, 74-82) वास्तुसा ख्यम् – अध्याय 4 षड्वग परिशा धनम्, वास्तुक्रम, शिलान्यासम्, गृहवास्तु (पद्य, 83-102, 107-112)	सितंबर अक्टूबर	व्याख्यान प्रणाली
तृतीय	बी० ए० तृतीय वर्ष	टोडरमल का वास्तुसौख्यम् वास्तुसौख्यम् – अध्याय 6 पंचविधनि गृहाणि, शाला-आलिन्दप्रमाणम् (पद्य, 171-194) वीथिका प्रमाणम् (पद्य, 195-196) वास्तुसौख्यम् – अध्याय 7 द्वारज्ञानम्, स्तम्भप्रमाणम्, पंचचतुशालानि, गृहाणि सर्वता भद्रम्, नद्यावर्तम्, वर्धमानम्, स्वास्तिकम्, रूचकम् (पद्य, 203-217)	नवंबर दिसंबर	व्याख्यान प्रणाली
चतुर्थ	बी० ए० तृतीय वर्ष	टोडरमल का वास्तुसौख्यम् वास्तुसौख्यम् – अध्याय 8 एकाशीति पद, वास्तुचक्रम् (पद्य, 287-302) मर्मस्थानानि (पद्य, 305-307) वास्तुसा ख्यम् – अध्याय 9 वासादिसन्निरूपणम्, द्वारपफलम्, द्वारवेधपफलम् (पद्य, 322-335, 359-369)	फरवरी मार्च	व्याख्यान प्रणाली



**GOVERNMENT POST GRADUATE COLLEGE UNA (H.P)**

**राजकीय स्नातकोत्तर महाविद्यालय ऊना (हि.प्र.)**

**PREPARATION AND ADHERENCE OF  
ACADEMIC CALENDAR AND TEACHING PLANS  
Session 2023-24**



**TEACHING PLAN**

Department of Environmental Science  
Government P.G. College  
Una (H.P.)-174303

**Class B.Com/B.Sc./B.A 1<sup>st</sup> Year**  
**Title: Environmental Science (ENVS2AECC2) compulsory course**  
**Lecture Allotted: 3 per week**

**Objectives**

- 1 To make students aware of basic principles, multidisciplinary nature and different aspects of Environmental science.
- 2 To encourage Innovative ideas through interactive discussion and field work by students.

**Course Outcomes:**

1. To aware students in sustainable environmental practices.
2. To develop critical thinking skills and analyze real world problems
3. To impart knowledge about various sustainable solutions for persisting environmental problems.

S.No.	Topics	Week	Month
1.	<b>Introduction to Course and syllabus</b>	3 <sup>rd</sup> Week	<b>July-August</b>
2.	<b>Unit-I:Multidisciplinary Nature of Environmental Studies:</b> Scope and Importance, Structure and Function of Ecosystem, Energy flow in an ecosystem	4 <sup>th</sup> week	
3.	Food chains, Food webs and ecological succession, Forest, Grassland, Dessert & Aquatic Ecosystem	1 <sup>st</sup> week	
4.	Level of biological, genetic and ecosystem biodiversity, Biogeographic zones of India, Biodiversity pattern & global biodiversity hotspots.	2 <sup>nd</sup> week	
5.	India as a mega-biodiversity nation, endangered & Endemic species of India, Threats to biodiversity, Habitat loss, Poaching of wildlife.	3 <sup>rd</sup> Week	<b>August-September</b>
6.	Man-wildlife conflicts, biological invasions, conservation of biodiversity, In-situ & Ex-situ conservation of biodiversity.	4 <sup>th</sup> week	
7.	Concept of sustainability and sustainable development.	1 <sup>st</sup> week	
8.	<b>Unit-II: Natural Resources: Its Management and Conservation</b>	2 <sup>nd</sup> week	<b>September-October</b>
9.	Land resources and land use change	3 <sup>rd</sup> Week	
10.	Land degradation, soil erosion and desertification, Deforestation	4 <sup>th</sup> week	
11.	Causes and impacts of mining, dam building on Environment, Forest, biodiversity and tribal populations.	1 <sup>st</sup> week	
12.	Water, Use and overexploitation of surface and ground water.	2 <sup>nd</sup> week	<b>October-November</b>
13.	Floods, Droughts and their impacts on environment.	3 <sup>rd</sup> Week	
14.	Conflicts over water (International & inter-state)	4 <sup>th</sup> week	
15.	Energy resources, Renewable and non-renewable energy resources, Use of alternate energy sources.	1 <sup>st</sup> week	<b>November</b>
16.	Growing energy needs, case studies.	2 <sup>nd</sup> week	
17.	<b>Unit-III: Environmental Issues</b> Environmental pollution & management, types, causes, effects and control.	3 <sup>rd</sup> week	<b>December</b>
18.	Air, Water, Soil and Noise pollution, Solid Waste management: control measures of urban and industrial waste.	4 <sup>th</sup> week	
19.	House Exams	1 <sup>st</sup> or 2 <sup>nd</sup> week	
20.	Climate change, global warming, ozone layer depletion, Acid Rain and impacts on human communities and agriculture.	3 <sup>rd</sup> week	<b>February</b>
21.	Environmental laws: Environment Protection Act, Air Act, Water Act, Wildlife Protection Act.	4 <sup>th</sup> week	
22.	International agreements: Montreal & Kyoto protocols, Convention on Biological Diversity (CBD), Nature reserves, Tribal population and rights, and human wildlife conflicts in Indian context.	2 <sup>nd</sup> week	<b>February</b>
23.	<b>Unit-IV: Social Issues and Environment</b>		

24.	Environment & Social issue: Human population growth: impacts on the environment, human health and welfare, resettlement and rehabilitation of project affected person.	3 <sup>rd</sup> week	<b>March</b>
25.	Disaster management, floods, earthquake, cyclones and landslides, Environmental movements, chipko, silent valley, Bishnoi of Rajasthan, Environmental ethics	4 <sup>th</sup> week	
26.	Dangers and Ill effects of Drug consumption, Mode of action of drugs on body organs, Types of drugs, Reasons for drug addiction, curiosity, peer pressure, frustration and depression, family history.	1 <sup>st</sup> week	
27.	Prolonged use of drugs, Rehabilitation of drug addicts-Role of family, friends, society and rehabilitation centres.	2 <sup>nd</sup> Week	
28.	Revision	3 <sup>rd</sup> week	
29.	Revision	4 <sup>th</sup> week	

**\*The schedule is subject to changes depending upon the circumstances. Class tests & assignment to be conducted at the end of each unit**



**Dr. Varun Dhiman**  
Signature of Tutor

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF BOTANY

TENTATIVE LESSON/TEACHING PLAN -----(2023-24)

CLASS:B.SC Second Year COURSE CODE:BOTA 201 COURSE TITLE: PLANT ANATOMY AND EMBRYOLOGY CREDITS:4					
DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
August 1 <sup>st</sup> week	Induction programme	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals.	Lecture Method		Doubts and Queries of the students are satisfied.
August 2 <sup>nd</sup> & 3 <sup>rd</sup> week	Section-A Unit::Meristematic and Permanent Tissues.	Root and shoot meristems, Simple and Complex Tissues.	Lecture and PPT Method (7 lectures)	Weekly test and Assignment	M.C.Q related to chapters are given to solve.
August 4 <sup>th</sup> week	Section-A Unit 2&3: Organs: Structure of dicot and Monocot Root Stem and Leaf Adaptive and Protective system	Anatomy of Monocot and Dicot Stem, Root and Leaf.  Epidermis, Cuticle and Stomata.	Lecture and PPT Method (7 lectures +4Lectures)	Weekly test and Assignment	Unsolved problems are given.
September 1 <sup>st</sup> & 2 <sup>nd</sup> week.	Section-B Unit:4 Secondary Growth	Vascular Cambium-Structure and Function, Seasonal Activity, Secondary growth in Root and Stem, wood (heart wood and sap wood)	Lecture and PPT Method (8 lectures)	Weekly test	Questions for practice are given.
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Unit 5 :Anomalous Secondary Growth	Boerhaavia (Dicot) and Dracaena (Monocot)	Lecture and PPT Method (4 lectures)	Weekly test	Seminars were given to students
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Unit 6: Structural organization of flower	Flower-a modified shoot, Function of Floral Parts, Structure of Anther and Pollen, Microsporogenesis, Male gametophyte, Structure and types of ovules, Types of embryo sac, organization and ultrastructure of mature embryo sac	Lecture and PPT Method (13 lectures)	Weekly test	Assignments related to named reactions.
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-c Unit7: Pollination	Pollination mechanism and adaptations	Lecture and PPT Method (4 lecture)	Weekly test	Poster making Assignments are given..

November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Unit 8: Fertilization	<b>Double Fertilization,Seed Structure,Appendages,Dispersal Mechanism</b>	Lecture and PPT Method 7 lecture	Weekly test	Compulsory visit to library for all the students.
November 3 <sup>rd</sup> week	Section-D Unit 9:Embryo and Endosperm	Embryo and Endosperm: types structure and functions,poly embyony	Lecture and PPT method 6 lectur	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section -C	Structural Organization of Flower: to be studied in context to their structure and Function	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Examinations					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Secondary Growth in Plants	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Pollination and Double Fertilization	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF BOTANY

TENTATIVE LESSON/TEACHING PLAN

CLASS:B.SC Second Year COURSE CODE:BOTA 202 COURSE TITLE: PLANT PHYSIOLOGY AND METABOLISM CREDITS:4					
DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
August 1 <sup>st</sup> week	Induction programme	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practical.	Lecture Method		Doubts and Queries of the students are satisfied.
August 2 <sup>nd</sup> week	Section-A Unit 1:Introduction Plant Water Relations	<b>Application of Plant Physiology in Agriculture and Horticulture</b> <b>Importance of Water</b> <b>Diffusion, Osmosis, Water Potential and its components, Transpiration and its Significance, Factors affecting Transpiration, Transport across cell membrane</b>	Lecture and PPT Method 8 lectures	Weekly test	Assignments are given.
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Unit 2 Mineral Nutrition	<b>Essential elements, Micro and Macro Nutrients, Criteria of Essentiality of elements, role, Transport of ions, Active, Passive Transport.</b>	Lecture and PPT Method 7 lectures	Weekly test	Assignments are given.
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Unit 5 Respiration Unit 6 Enzymes Unit 7 Nitrogen Metabolism	<b>Glycolysis, Aerobic Respiration, TCA Cycle, Oxydative Phosphorylation, Glyoxylate Metabolism, Oxydative Pentose Phosphate Pathway.</b>	Lecture and PPT Method 8+4+4 lectures	Weekly test of cycles	Unsolved Questions for practice are given.
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Unit 3 Translocation in Phloem, Unit 4 Photosynthesis	Composition of Phloem, girdling experiment, Pressure Flow model, Phloem loading and unloading Photosynthetic pigments, Photosystems, electron Transport and Mechanism of ATP Synthesis, C3, C4, and CAM Pathways. Photorespiration	Lecture and PPT Method 4+12 lectures	Weekly test Practice of various cycles of photosynthesis	Notes are provided in pdf form through whatsapp groups.

October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Photosynthesis	Revision of Photosynthesis and respiration cycles.	Lecture and PPT Method	Weekly test	Poster making assignments are given.
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D Unit 8: Plant Growth Regulators	Discovery and Physiological Role of Auxins,Gibberellins,Cytokinins,ABA ,Ethylene.	Lecture and PPT Method 7 lectures	Weekly test	Class notes are checked.
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Unit 9: Plant Response to Light and Temperature	Photorespiration,Phytochrome,Photomorphogenesis,Vernalization,	Lecture and PPT Method 6 lectures	Weekly test	Assignments questions are given.
November 3 <sup>rd</sup> week	Section-A	Water Relations	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-A	Transpiration	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Mineral Nutrition	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Plant Growth Hormones	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/ TEACHING PLAN

CLASS:B.SC Second Year  
Biofertilizers (BOTA 203)

CREDITS:4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
August 1 <sup>st</sup> week	Induction programme	Introduction to syllabus,Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals.	Lecture Method		Doubts and Queries of the students are satisfied.
August 2 <sup>nd</sup> week	Section-A Introduction	Introduction to fertilizers and its interdisciplinary nature.	Lecture and PPT Method	Weekly test	Assignments are given.

August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Unit 1:Fertilizers	Introduction, Types of fertilizers and their advantages and disadvantages, Brief account of microbes used biofertilizer, Marketable forms of biofertilizers.	Lecture and PPT Method 5 lectures	Weekly test	Assignments are given.
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Unit 2 Rhizobium:  Actinomycorhiza 1 Symbiosis	<b>Rhizobium</b> General account, Isolation, Identification, Mass multiplication, Carrier based inoculants, Application, Crop response. .  Actinorrhizal Symbiosis- Frankia, Host-microsymbiont relationship, Isolation, Culture, Application and Advantages	Lecture and PPT Method 5 lectures   2 Lectures	Weekly test	Unsolved Questions for practice are given.
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Azospirillum:  Azotobacter  Phosphate solubilizing Organisms	Azospirillum: Sybiosis, Frankiya, Host microsymbiont relation, Isolation, Culture, Application and Advantages Azotobacter: Characteristics Isolation and mass multiplication Introduction, Isolation. Culture and application	Lecture and PPT Method 2 lectures  4 lectures  3 lectures	Weekly test	Notes are provided in pdf form through whatsapp groups.
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Unit:7 Cyanobacteria Unit 8:  Mycorrhizal association:	<b>Cyanobacteria (Blue Green Algae):</b> <i>Azolla</i> and <i>Anabaena azollae</i> association, Nitrogen fixation, Factors affecting growth, Blue green algae and <i>Azolla</i> in rice cultivation.  <b>Unit 8: Mycorrhizal Association:</b> Types of mycorrhizal association, Taxonomy, Occurrence and distribution, Phosphorus nutrition, Growth and yield; VAM – Isolation and inoculum production,	Lecture and PPT Method 6 lectures   6 lectures	Weekly test	Seminar topics are allocated to individual students.

		Influence on growth and yield of crop plants.			
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D Unit 9: Organic Farming	Green manuring and organic farming, fertilizers, recycling of biodegradable waste, Biocompost making methods Types and methods of vermicomposting field application.	Lecture and PPT Method 10 lectures	Weekly test	Class notes are checked.
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A	Introduction Rhizobium Actinorhizal symbiosis	Revision and Group Discussion	Weekly test	Assignments are evaluated.
November 3 <sup>rd</sup> week	Section-B	Azospirillum Azotobacter Phosphate solubilizing organisms	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-B		Revision and Group Discussion	Topic wise tests	Class notes are checked.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C	Mycorhyzal association	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Organic Farming	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

Cyanobacteria

DEPARTMENT OF BOTANY

TENTATIVE LESSON/TEACHING PLAN

CLASS: B.SC Second Year COURSE CODE: BOTA 204 COURSE TITLE: FLUORICULTURE CREDITS: 4
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DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
August 1 <sup>st</sup> week	Induction programme	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals.	Lecture Method		Doubts and Queries of the students are satisfied.
August 2 <sup>nd</sup> & 3 <sup>rd</sup> week	Section-A Unit 1: : <b>Landscape Gardening and Floriculture</b>	<b>Unit 1: Landscape Gardening and Floriculture:</b> Definitions of Landscape Gardening and Floriculture, history of gardening, importance, status and scope of Floriculture and Landscaping; landscaping of homes, educational institutions, highways and public parks.	Lecture and PPT Method  6 lectures	Weekly test	Assignments are given.
August 4 <sup>th</sup> week	Section-A Unit 1: <b>Gardening operations</b>	<b>Unit 2: Gardening operations:</b> Soil laying, Manuring, Watering, Management of pests and diseases; Soil sterilization; Seed sowing; Pricking; Planting and transplanting; Shading; Stopping or pinching; Defoliation; Mulching; Pruning, Topiary making.	Lecture and PPT Method 4 lectures	Weekly test	Assignments are given.
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Unit 3: <b>Garden Designs, Principles, Types and Features:</b>  Unit:4 <b>: Propagation of Garden Plants</b>	<b>: Garden Designs, Principles, Types and Features:</b> Principles and Elements of Garden Designs, Formal and Informal gardens, English, Mughal and Japanese gardens; Features of a garden (Garden wall, Fencing, Steps, Hedge, Edging, Lawn, Flower beds, Shrubbery, Borders, Rock garden, Water garden. Some Famous gardens of India. <b>(7 Lectures)</b> <b>Unit 4: Propagation of Garden Plants:</b> Sexual and vegetative methods of propagation; Role of plant growth regulators.	Lecture and PPT Method  7 lectures  5 lectures	Weekly test	Compulsory library consultation to all students.
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Unit 3 & Unit 4	<b>Revision of Gardening and Propagation of Garden Plants</b>	Lecture and PPT Method 6 lectures	Weekly test	Notes are provided in pdf form through whatsapp groups.
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C: <b>Ornamental Plants:</b>	<b>: Flowering annuals; Herbaceous perennials; Shrubs, Climbers; Ornamental trees; Ornamental bulbous plants; Palms and Cycads; Potted plants and indoor gardening; Bonsai.</b>	Lecture and PPT Method 10 lectures	Weekly test	Seminar topics are allocated to individual students.
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D: <b>Commercial Floriculture</b>	<b>: Commercial Floriculture:</b> Factors affecting growth and flower production of ornamentals;	Lecture and PPT Method 9 lectures	Weekly test	Poster making assignments are given.

		Cultivation of Important flower crops (Carnation, Chrysanthemum, Gerbera, Gladiolus, Marigold, Rose, Liliium)			
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Post Harvest Management:	. <b>Post Harvest Management:</b> Post-harvest handling of important flower crops, methods to prolong vase life, packaging, storage and transport of flower crops, Flower arrangements and other floral crafts.	Lecture and PPT method 4 lectures	Weekly test	Evaluation of Assignments given earlier.
November 3 <sup>rd</sup> week	Section-A	Landscape Gardening and Fluoriculture	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-B	Gardening Designs,Types and Features	Revision and Group Discussion	Topic wise tests	Class notes are checked.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Gardening operations	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-C & D	Ornamental plants and commercial fluoriculture Post harvest management	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of posters.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

# Govt. College Una H.P.

## Department of Physics

### Teaching Plan

**Class: BSc.-3rd**

**DSC: Physics Paper I (PHYS 301 ) Course (UG)**

**Elements of Modern Physics**

<b>Units</b>	<b>Details of Topic</b>	<b>Methodology used</b>	<b>Time &amp; Duration</b>
<b>Unit 1:</b>	Planck's quantum, Planck's constant and light as a collection of photons; Photo-electric effect and Compton scattering. De Broglie wavelength and matter waves; Davisson-Germer experiment. Problems with Rutherford model- instability of atoms and observation of discrete atomic spectra; Bohr's quantization rule and atomic stability; calculation of energy levels for hydrogen like atoms and their spectra.	Lecture/ PPT/ Videos	August (6-weeks)
<b>Unit 2:</b>	Heisenberg uncertainty principle- impossibility trajectory; estimating minimum energy of a confined principle; Energy-time uncertainty principle. Wave-particle duality. Matter waves and wave amplitude; Schrodinger equation for non-relativistic particles; Momentum and Energy operators; stationary states; physical interpretation of wave function, probabilities and normalization; Probability and probability current densities in one dimension.	Lecture/ PPT/ Videos/ Practicals	September - (4-weeks)
<b>Unit 3:</b>	One dimensional infinitely rigid box- energy eigenvalues and eigenfunctions, normalization; Quantum dot as an example; Quantum mechanical scattering and tunnelling in one dimension - across a step potential and across a rectangular potential barrier. Size and structure of atomic nucleus and its relation with atomic weight; Impossibility of an electron being in the nucleus as a consequence of the uncertainty principle. Nature of nuclear force, NZ graph, semi-empirical mass formula and binding energy.	Lecture/ PPT/ Videos/Practicals	October (4-weeks)
<b>Unit 4:</b>	Radioactivity: stability of nucleus; Law of radioactive decay; Mean life & half-life; $\alpha$ decay; $\beta$ decay - energy released, spectrum and Pauli's prediction of neutrino; $\gamma$ -ray emission. Fission and fusion - mass deficit, relativity and generation of energy; Fission - nature of fragments and emission of neutrons. Nuclear reactor: slow neutrons interacting with Uranium 235; Fusion and thermonuclear reactions.	Lecture/ PPT/ Videos	November (4-weeks)

**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

Sumit Kumar  
(Assistant Prof. Physics)

Principal  
Govt. College Una H.P.

# Govt. College Una H.P.

## Department of Physics

### Teaching Plan

**Class: BSc.-3rd**

**DSC Physics –Paper II**

**Nuclear Physics (PHYS 304)**

Units	Details of Topic	Methodology used	Time & Duration
<b>Unit 1:</b>	<p><b>General Properties of Nuclei:</b> Constituents of nucleus and their Intrinsic properties, quantitative facts about size, mass, charge density (matter energy), binding energy, average binding energy and its variation with mass number, main features of binding energy versus mass number curve, N/A plot, angular momentum, parity, magnetic moment, electric moments, nuclear excited states. Nuclear Models: Liquid drop model approach, semi empirical mass formula and significance of various terms, condition of nuclear stability. Two nucleon separation energies, Fermi gas model (degenerate fermion gas, nuclear symmetry potential in Fermi gas), evidence for nuclear shell structure, nuclear magic numbers, basic assumption of shell model, concept of mean field, residual interaction, concept of nuclear force.</p>	Lecture/ PPT/ Videos	August (6-weeks)
<b>Unit 2:</b>	<p><b>Radioactivity decay:</b>(a) Alpha<math>\alpha</math> decay: basics of <math>\alpha</math>-decay processes, theory of <math>\alpha</math>-emission, Gamow<math>\alpha</math> factor, Geiger Nuttall law, <math>\alpha</math>-decay spectroscopy. (b) <math>\beta</math>-decay: energy kinematics for <math>\beta</math>decay, positron emission, electron capture, neutron emission and kinematics, internal conversions.</p> <p><b>Nuclear Reactions:</b> Types of Reactions, Conservation Laws, kinematics of reactions, Q-value, reaction rate, reaction cross section, Concept of compound and direct reaction, resonance reaction, Coulomb scattering (Rutherford scattering).</p>	Lecture/ PPT/ Videos/ Practicals	September - October (6-weeks)
<b>Unit 3:</b>	<p><b>Nuclear Detectors and Accelerators:</b> Interaction of nuclear radiation with matter: Energy loss due to ionization (Bethe-Block formula), energy loss of electrons, Cerenkov radiation, Detector for Nuclear Radiations: Gas detectors, estimation of electric field, mobility of particle, for ionization chamber and GM Counter. Basic principle of Scintillation Detectors and construction of photo-multiplier tube (PMT). Semiconductor Detectors (Si &amp; Ge) for charge particle and photon detection (concept of charge carrier and mobility). Accelerator facility available in India: Van-de Graaff generator (Tandem accelerator), Linear accelerator, Cyclotron, Synchrotrons.</p>	Lecture/ PPT/ Videos/Practicals	October- November (4-weeks)

<b>Unit 4:</b>	<b>Particle Physics:</b> Particle interactions; basic features. Classification of elementary particles and its families. Conservation Laws: energy and momentum, angular momentum, parity, Baryon number, Lepton number, Isospin, Strangeness, Gell-Mann-Nishijima Scheme, CPT theorem, parity violation in weak interactions. Particle Symmetries. Quarks Model, quantum number of quarks and gluons. Quark Model of Hadrons: Quark structure of non strange and strange hadrons, Mesons and baryons containing charm and bottom quarks, explanation of their quantum numbers in terms of their constituents quarks, Quark wave function of Mesons and nucleons, need of color quantum number. Cosmic Rays; origin of cosmic rays. primary and secondary cosmic rays, hard component and soft component, the altitude effect, the latitude effect, East– west asymmetry, cosmic rays showers.	Lecture/ PPT/ Videos	November- February (4-weeks)
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**Note:** Assignments and class tests will be taken on monthly basis for internal assesment calculation. House exams. will be conducted in the month of December for which date sheet will be notified separately.

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Govt. College Una H.P.

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/TEACHING PLAN

CLASS: B.Sc. First Year COURSE CODE:CHEM-101TH COURSE TITLE: ATOMIC STRUCTURE, BONDING, GENERAL ORGANIC CHEMISTRY & ALIPHATIC HYDROCARBONS CREDITS:4					
DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals, Demonstration of practicals	Lecture Method/ PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Atomic Structure	Review of Bohr's theory and its limitations, dual behavior of matter and radiation, de Broglie's relation, Heisenberg Uncertainty principle. Hydrogen atom spectra. Need of a new approach to Atomic structure. Schrodinger wave equation and meaning of various terms in it. Significance of $\psi$ and $\psi^2$ . Radial and angular nodes and their significance.	Lecture and PPT Method	Weekly test and Assignment	M.C.Q related to chapters
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Atomic Structure	Radial distribution functions and the concept of the most probable distance with special reference to 1s and 2s atomic orbitals. Significance of quantum numbers, Shapes of s, p and d atomic orbitals, nodal planes. Rules for filling electrons in various orbitals, Electronic configurations of the atoms. Stability of half-filled and completely filled orbitals, concept of exchange energy. Relative energies of atomic orbitals, Anomalous electronic configurations. Slater rules and applications	Lecture and PPT Method	Weekly test and Assignment	Unsolved problems
September 1 <sup>st</sup> & 2 <sup>nd</sup> week.	Section-B Chemical Bonding and Molecular Structure	Ionic Bonding: General characteristics of ionic bonding. Energy considerations in ionic bonding, lattice energy and solvation energy and their importance in the context of stability and solubility of ionic compounds. Statement of Born-Lande equation for calculation of lattice energy, Born-Haber cycle and its applications, polarizing power and polarizability. Fajan's rules, ionic character in covalent compounds, bond moment, dipole moment and percentage ionic character.	Lecture and PPT Method	Weekly test	Questions for practice
September 3 <sup>rd</sup> &	Section-B	Covalent bonding- VB Approach: Shapes	Lecture and	Weekly test	Oral Test

4 <sup>th</sup> week	Chemical Bonding and Molecular Structure	of some inorganic molecules and ions on the basis of VSEPR and hybridization with suitable examples of linear, trigonal planar, square planar, tetrahedral, trigonal bipyramidal and octahedral arrangements. Concept of resonance and resonating structures in various inorganic and organic compounds. MO Approach: Rules for the LCAO method, bonding and antibonding MOs and their characteristics for s-s, s-p and p-p combinations of atomic orbitals, nonbonding combination of orbitals, MO treatment of homonuclear diatomic molecules up to Ne (including idea of s-p mixing) and heteronuclear diatomic molecules such as CO, NO and NO <sup>+</sup> . Comparison of VB and MO approaches.	PPT Method		
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Fundamentals of Organic Chemistry	Physical Effects, Electronic Displacements: Inductive Effect, Electromeric Effect, Resonance and Hyperconjugation. Cleavage of Bonds: Homolysis and Heterolysis. Structure, shape and reactivity of organic molecules: Nucleophiles and electrophiles. Reactive Intermediates: Carbocations, Carbanions and free radicals. Strength of organic acids and bases: Comparative study with emphasis on factors affecting pK values. Aromaticity: Benzenoids and Hückel's rule.	Lecture and PPT Method	Weekly test	Test evaluation
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-C Stereochemistry	Conformations with respect to ethane, butane and cyclohexane. Interconversion of Wedge Formula, Newman, Sawhorse and Fischer projections. Concept of chirality (upto two carbon atoms). Configuration: Geometrical and Optical isomerism; Enantiomerism, Diastereomerism and Meso compounds). Threo and erythro; D and L; cis - trans nomenclature; CIP Rules: R/S (for upto 2 chiral carbon atoms) and E / Z Nomenclature (for upto two C=C systems).	Lecture and PPT Method	Weekly test	Poster making Assignments
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Aliphatic Hydrocarbons	Functional group approach for the following reactions (preparations & reactions) to be studied in context to their structure. Alkanes: (Upto 5 Carbons). Preparation: Catalytic hydrogenation, Wurtz reaction, Kolbe's synthesis, from Grignard reagent. Reactions: Free radical Substitution: Halogenation. Alkenes: (Upto 5 Carbons) Preparation: Elimination reactions: Dehydration of alkenes and dehydrohalogenation of alkyl halides (Saytzeff's rule); cis alkenes	Lecture and PPT Method	Weekly test	Compulsory visit to library for all the students.

		(Partial catalytic hydrogenation) and trans alkenes (Birch reduction). Reactions: cis-addition (alk. $\text{KMnO}_4$ ) and trans-addition (bromine), Addition of $\text{HX}$ (Markownikoff's and antiMarkownikoff's addition), Hydration, Ozonolysis, oxymecuration-demercuration, Hydroboration-oxidation. Alkynes: (Upto 5 Carbons) Preparation: Acetylene from $\text{CaC}_2$ and conversion into higher alkynes; by dehalogenation of tetra halides and dehydrohalogenation of vicinal-dihalides. Reactions: Formation of metal acetylides, addition of bromine and alkaline $\text{KMnO}_4$ , ozonolysis and oxidation with hot alkaline $\text{KMnO}_4$ .			
November 3 <sup>rd</sup> week	Section-A	Atomic Structure	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section -C	Fundamentals of Organic Chemistry and Stereochemistry	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Examinations					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Chemical Bonding and Molecular Structure	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Aliphatic Hydrocarbons	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

GOVT. P.G. COLLEGE UNA (I.L.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/TEACHING PLAN

CLASS: B.Sc. First Year  
 COURSE CODE: CHEM-102TH  
 COURSE TITLE: STATES OF MATTER, CHEMICAL KINETICS & FUNCTIONAL ORGANIC CHEMISTRY  
 CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals, Demonstration of practicals	Lecture Method/ PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Kinetic Theory of Gases	Postulates of Kinetic Theory of Gases and derivation of the kinetic gas equation. Deviation of real gases from ideal behaviour, compressibility factor, causes of deviation. van der Waals equation of state for real gases. Boyle temperature (derivation not required). Critical phenomena, critical constants and their calculation from van der Waals equation. Andrews isotherms of CO <sub>2</sub> . Maxwell Boltzmann distribution laws of molecular velocities and molecular energies (graphic representation – derivation not required) and their importance. Temperature dependence of these distributions. Most probable, average and root mean square velocities (no derivation). Collision cross section, collision number, collision frequency, collision diameter and mean free path of molecules. Viscosity of gases and effect of temperature and pressure on coefficient of viscosity (qualitative treatment only).	Lecture and PPT Method	Weekly test	Assignments
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Liquids	Surface tension and its determination using stalagmometer. Viscosity of a liquid and determination of coefficient of viscosity using Ostwald viscometer. Effect of temperature on surface tension and coefficient of viscosity of a liquid (qualitative treatment only).	Lecture and PPT Method	Weekly test	Assignments
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Aromatic hydrocarbons	Aromatic hydrocarbons Preparation (Case benzene): from phenol, by decarboxylation, from acetylene, from benzene sulphonic acid. Reactions: (Case benzene): Electrophilic substitution: nitration, halogenation and sulphonation. Friedel-Craft's reaction (alkylation and	Lecture and PPT Method	Weekly test	Unsolved Questions

		acylation) (upto 4 carbons on benzene). Side chain oxidation of alkyl benzenes (upto 4 carbons on benzene). Alkyl Halides (Upto 5 Carbons) Types of Nucleophilic Substitution (SN1, SN2 and SNi) reactions. Preparation: from alkenes and alcohols.			
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Solids	Forms of solids. Symmetry elements, unit cells, crystal systems, Bravais lattice types and identification of lattice planes. Laws of Crystallography - Law of constancy of interfacial angles. Law of rational indices. Miller indices. X-Ray diffraction by crystals, Bragg's law. Structures of NaCl, KCl and CsCl (qualitative treatment only). Defects in crystals.	Lecture and PPT Method	Weekly test	Seminars
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Chemical Kinetics	The concept of reaction rates. Effect of temperature, pressure, catalyst and other factors on reaction rates. Order and molecularity of a reaction. Derivation of integrated rate equations for zero, first and second order reactions (both for equal and unequal concentrations of reactants). Half-life of a reaction. General methods for determination of order of a reaction. Concept of activation energy and its calculation from Arrhenius equation. Theories of Reaction Rates: Collision theory and Activated Complex theory of bimolecular reactions. Comparison of the two theories (qualitative treatment only).	Lecture and PPT Method	Weekly test	Poster making assignments
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D Alcohols, Phenols and Ethers (Upto 5 Carbons)	Alcohols, Phenols and Ethers (Upto 5 Carbons) Alcohols: Preparation: Preparation of alcohols: using Grignard reagent, Ester hydrolysis, Reduction of aldehydes, ketones, carboxylic acid and esters. Reactions: With sodium, HX (Lucas test), esterification, oxidation (with PCC, alk. KMnO <sub>4</sub> , acidic dichromate, conc. HNO <sub>3</sub> ). Oppeneauer oxidation Diols: (Upto 6 Carbons) oxidation of diols. Pinacol-Pinacolone rearrangement. Phenols: (Phenol case) Preparation: Cumene hydroperoxide method, from diazonium salts. Reactions: Electrophilic substitution: Nitration, halogenation and sulphonation. Reimer - Tiemann Reaction, Gattermann-Koch Reaction, Houben-Hoesch Condensation, Schotten - Baumann Reaction. Ethers (aliphatic and aromatic): Cleavage of ethers with HI.	Lecture and PPT Method	Weekly test	Checking of assignments
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Aldehydes and ketones	Aldehydes and ketones (aliphatic and aromatic): (Formaldehyde, acetaldehyde, acetone and benzaldehyde) Preparation:	Lecture and PPT Method	Weekly test	Test Evaluation

	(aliphatic and aromatic)	From acid chlorides and from nitriles. Reactions: Reaction with HCN, ROH, NaHSO <sub>3</sub> , NH <sub>2</sub> -G derivatives. Iodoform test. Aldol Condensation, Cannizzaro's reaction, Wittig reaction, Benzoin condensation. Clemensen reduction and Wolff Kishner reduction. Meerwein-Ponndorf Verley reduction.			
November 3 <sup>rd</sup> week	Section-A	Kinetic Theory of Gases and Liquids	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-C	Aromatic hydrocarbons	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Solids and Chemical Kinetics	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Aldehydes and ketones (aliphatic and aromatic)	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					


  
 14/9/22  
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GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF CHEMISTRY

## TENTATIVE LESSON/TEACHING PLAN

CLASS: B.SC Second Year					
COURSE CODE: CHEM-201TH					
COURSE TITLE: SOLUTIONS, PHASE EQUILIBRIUM, CONDUCTANCE, ELECTROCHEMISTRY & ORGANIC CHEMISTRY					
CREDITS: 4					
DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ general Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals. Demonstration in the lab.	Lecture Method/ PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Solutions	Thermodynamics of ideal solutions: Ideal solutions and Raoult's law, deviations from Raoult's law – non-ideal solutions. Vapour pressure-composition and temperature composition curves of ideal and non-ideal solutions. Distillation of solutions. Lever rule. Azeotropes. Partial miscibility of liquids: Critical solution temperature; effect of impurity on partial miscibility of liquids. Nernst distribution law and its applications, solvent extraction.	Lecture and PPT Method	Weekly test and Assignment	M.C.Q related to chapters are given to solve.
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Phase Equilibrium	Phases, components and degrees of freedom of a system, criteria of phase equilibrium. Gibbs Phase Rule and its thermodynamic derivation. Derivation of Clausius – Clapeyron equation and its importance in phase equilibria. Phase diagrams of one-component systems (water and sulphur) and two component systems involving eutectics, congruent and incongruent melting points (lead-silver, NaCl-H <sub>2</sub> O and Mg-Zn only).	Lecture and PPT Method	Weekly test and Assignment	Unsolved problems are given.
September 1 <sup>st</sup> & 2 <sup>nd</sup> week.	Section-B Conductance	Conductivity, equivalent and molar conductivity and their variation with dilution for weak and strong electrolytes. Kohlrausch law of independent migration of ions. Transference number and its experimental determination using Hittorf and Moving boundary methods. Ionic mobility. Applications of conductance measurements: determination of degree of ionization of weak electrolyte, solubility and solubility products of sparingly soluble salts, ionic product of water, hydrolysis constant of a salt.	Lecture and PPT Method	Weekly test	Questions for practice are given.

		Conductometric titrations (only acid base).			
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Electrochemistry	Reversible and irreversible cells. Concept of EMF of a cell. Measurement of EMF of a cell. Nernst equation and its importance. Types of electrodes. Standard electrode potential. Electrochemical series. Thermodynamics of a reversible cell, calculation of thermodynamic properties: $\Delta G$ , $\Delta H$ and $\Delta S$ from EMF data. Calculation of equilibrium constant from EMF data. Concentration cells with transference and without transference. Liquid junction potential and salt bridge. pH determination using hydrogen electrode and quinhydrone electrode.	Lecture and PPT Method	Weekly test	Numericals are given to solve.
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Functional group approach for the following reactions (preparations & reactions) to be studied in context to their structure.	Carboxylic acids (aliphatic and aromatic) Preparation: Acidic and Alkaline hydrolysis of esters. Reactions: Hell – Vohlard - Zelinsky Reaction. Carboxylic acid derivatives (aliphatic): (Upto 5 carbons) - Preparation: Acid chlorides, Anhydrides, Esters and Amides from acids and their inter conversion. Reactions: Comparative study of nucleophilicity of acyl derivatives. Reformatsky Reaction, Perkin condensation.	Lecture and PPT Method	Weekly test	Assignments related to named reactions.
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-C Functional group approach for the following reactions (preparations & reactions) to be studied in context to their structure.	Amines and Diazonium Salts Amines (Aliphatic and Aromatic): (Upto 5 carbons - Preparation: from alkyl halides, Gabriel's Phthalimide synthesis, Hofmann Bromamide reaction. Reactions: Hofmann vs. Saytzeff elimination, Carbylamine test, Hinsberg test, reaction with $\text{HNO}_2$ , Schotten – Baumann Reaction. Electrophilic substitution (case aniline): nitration, bromination, sulphonation. Diazonium salts: Preparation: from aromatic amines. Reactions: conversion to benzene, phenol, dyes.	Lecture and PPT Method	Weekly test	Poster making Assignments
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Carbohydrates	Classification, and General Properties, Glucose and Fructose (open chain and cyclic structure), Determination of configuration of monosaccharides, absolute configuration of Glucose and Fructose, Mutarotation, ascending and descending in monosaccharide. Structure of disaccharides (sucrose, maltose, lactose) and polysaccharides (starch and cellulose) excluding their structure elucidation.	Lecture and PPT Method	Weekly test	Compulsory visit to library for all the students.
November 3 <sup>rd</sup>	Section-A	Solution and Phase Equilibrium	Revision and	Topic wise tests	Evaluation of

week			Group Discussion		Assignments given earlier.
November 4 <sup>th</sup> week	Section -C	Functional group approach for the following reactions (preparations & reactions) to be studied in context to their structure.	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Examinations					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Conductance and Electrochemistry	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Carbohydrates	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters and viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

GOVT. P.G. COLLEGE UNA (I.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/TEACHING PLAN

CLASS: B.SC Second Year  
 COURSE CODE: CHEM-202TH  
 COURSE TITLE: CHEMISTRY OF MAIN GROUP ELEMENTS, CHEMICAL ENERGETICS AND EQUILIBRIA  
 CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ general Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals. Demonstration in the lab.	Lecture Method/PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> and 2 <sup>nd</sup> week	Section-A Hydrogen	Unique position of Hydrogen in the periodic table, isotopes, ortho and para hydrogen, Industrial production, Hydrides and their chemistry, Heavy water, Hydrogen bonding, Hydrates.	Lecture and PPT Method	Weekly test	Assignments
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A S-Block Elements	Periodicity of elements with respect to electronic configuration, atomic and ionic size, ionization enthalpy, electron gain enthalpy, electronegativity (Pauling Scale). General characteristics of s-block elements like density, melting points, flame colouration and reducing character, solvation and complexation tendencies and solutions of metals in liquid ammonia.	Lecture and PPT Method	Weekly test	Assignments
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Chemical Energetics	Review of thermodynamics and the Laws of Thermodynamics. Important principles and definitions of thermochemistry. Concept of standard state and standard enthalpies of formations, integral and differential enthalpies of solution and dilution. Calculation of bond energy, bond dissociation energy and resonance energy from thermochemical data. Variation of enthalpy of a reaction with temperature – Kirchhoff's equation. Statement of Third Law of thermodynamics and calculation of absolute entropies of substances.	Lecture and PPT Method	Weekly test	Unsolved Questions for practice
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B P-Block Elements	Comparative studies including diagonal relationship of group 13 and 14 elements. Borohydrides, Hydrides, oxide and oxy-acids and halides of boron, borax, Borazine, allotropic forms of carbon, fullerenes, carbides of calcium and silicon. Hydrides, oxides, oxoacids and halides of nitrogen. Allotropic forms of	Lecture and PPT Method	Weekly test	Seminars

		phosphorous. Hydrides, halides, oxides and oxyacids of phosphorous. Basic properties of halogens and inter halogen compounds, pseudohalogens and poly halides.			
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Noble Gases	Occurrence of noble gases, History of discovery of noble gases and isolation of noble gases from air. Preparation properties and structure of important compounds of noble gases-fluorides, oxides, oxyfluorides of xenon (valence bond structure only). Krypton difluoride and clathrate compounds of noble gases.	Lecture and PPT Method	Weekly test	Poster making assignments
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D Chemical Equilibrium	Free energy change in a chemical reaction. Thermodynamic derivation of the law of chemical equilibrium. Distinction between $\Delta G$ and $\Delta G^\circ$ , Le Chatelier's principle. Relationships between $K_p$ , $K_c$ and $K_x$ for reactions involving ideal gases.	Lecture and PPT Method	Weekly test	Test evaluation
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-D Ionic Equilibria	Strong, moderate and weak electrolytes, degree of ionization, factors affecting degree of ionization, ionization constant and ionic product of water. Ionization of weak acids and bases, pH scale, common ion effect. Salt hydrolysis-calculation of hydrolysis constant, degree of hydrolysis and pH for different salts. Buffer solutions. Solubility and solubility product of sparingly soluble salts – applications of solubility product principle.	Lecture and PPT Method	Weekly test	Assignments questions
November 3 <sup>rd</sup> week	Section-A	Hydrogen & S-block elements	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-C	Chemical Energetics	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	P-Block elements & Noble gases	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Chemical Equilibrium & Ionic Equilibrium	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Posters along with viva.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

DEPARTMENT OF CHEMISTRY  
TENTATIVE LESSON/ TEACHING PLAN

CLASS: B.SC Second Year  
COURSE CODE: CHEM-203TH  
COURSE TITLE: BASIC ANALYTICAL CHEMISTRY  
CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ general Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals. Demonstration in the lab.	Lecture Method/ PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Introduction	Introduction to Analytical Chemistry and its interdisciplinary nature. Concept of sampling. Importance of accuracy, precision and sources of error in analytical measurements. Presentation of experimental data and results, from the point of view of significant figures.	Lecture and PPT Method	Weekly test	Assignments
August 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-A Analysis of soil	Composition of soil, Concept of pH and pH measurement, Complexometric titrations, Chelation, Chelating agents, use of indicators. a. Determination of pH of soil samples. b. Estimation of Calcium and Magnesium ions as Calcium carbonate by complexometric titration.	Lecture and PPT Method	Weekly test	Assignments
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Analysis of water	Definition of pure water, sources responsible for contaminating water, water sampling methods, water purification methods. a. Determination of pH, acidity and alkalinity of a water sample. b. Determination of dissolved oxygen (DO) of a water sample.	Lecture and PPT Method	Weekly test	Unsolved Questions for practice
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Analysis of food products	Nutritional value of foods, idea about food processing and food preservations and adulteration. a. Identification of adulterants in some common food items like coffee powder, asafoetida, chilli powder, turmeric powder, coriander powder and pulses, etc. b. Analysis of preservatives and colouring matter.	Lecture and PPT Method	Weekly test	Seminars
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Chromatography	Definition, general introduction on principles of chromatography, paper chromatography, TLC etc. a. Paper chromatographic separation of mixture of metal ion ( $Fe^{3+}$ and $Al^{3+}$ ). b. To compare paint samples by TLC method. Ion-exchange: Column, ion-exchange	Lecture and PPT Method	Weekly test	Oral test

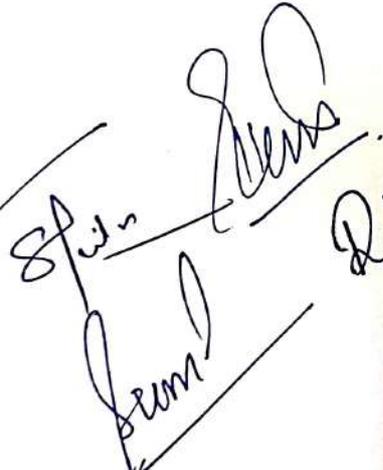
		chromatography etc. Determination of ion exchange capacity of anion / cation exchange resin (using batch procedure if use of column is not feasible).			
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D Analysis of cosmetics	Major and minor constituents and their function a. Analysis of deodorants and antiperspirants, Al, Zn, boric acid, chloride, sulphate. b. Determination of constituents of talcum powder: Magnesium oxide, Calcium oxide, Zinc oxide and Calcium carbonate by complexometric titration. Suggested Applications (Any one): a. To study the use of phenolphthalein in trap cases. b. To analyze arson accelerants. c. To carry out analysis of gasoline.	Lecture and PPT Method	Weekly test	Test evaluation
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A	Introduction & Analysis of soil	Revision and Group Discussion	Weekly test	Assignments evaluated.
November 3 <sup>rd</sup> week	Section-B	Analysis of Water	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-B	Analysis of Soil	Revision and Group Discussion	Topic wise tests	Class notes are checked.
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C	Chromatography	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-D	Analysis of cosmetics	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					

DEPARTMENT OF CHEMISTRY  
TENTATIVE LESSON/TEACHING PLAN

CLASS: B.SC Second Year  
COURSE CODE: CHEM-204TH  
COURSE TITLE: FUEL CHEMISTRY & CHEMISTRY OF COSMETICS & PERFUMES  
CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ general Introduction	Introduction to syllabus, Discussion about marks distribution of C.C.A, schedule of house exams and pattern of final exams and final practicals. Demonstration in the lab.	Lecture Method/ PPT.		Doubts and Queries of the students are satisfied.
August 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A Review of energy sources (renewable and non-renewable). Classification of fuels and their calorific value. Coal	Uses of coal (fuel and nonfuel) in various industries, its composition, carbonization of coal. Coal gas, producer gas and water gas—composition and uses. Fractionation of coal tar, uses of coal tar bases chemicals, requisites of a good metallurgical coke, Coal gasification (Hydro gasification and Catalytic gasification), Coal liquefaction and Solvent Refining.	Lecture and PPT Method	Weekly test	Assignments
August 3 <sup>rd</sup> and 4 <sup>th</sup> week	Section-A Petroleum and Petrochemical Industry	Composition of crude petroleum, Refining and different types of petroleum products and their applications.	Lecture and PPT Method	Weekly test	Assignments
September 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B Fractional Distillation	Fractional Distillation (Principle and process), Cracking (Thermal and catalytic cracking), Reforming Petroleum and non-petroleum fuels (LPG, CNG, LNG, bio-gas, fuels derived from biomass), fuel from waste, synthetic fuels (gaseous and liquids), clean fuels. Petrochemicals: Vinyl acetate, Propylene oxide, Isoprene, Butadiene, Toluene and its derivatives Xylene.	Lecture and PPT Method	Weekly test	Compulsory library consultation to all students.
September 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-B Lubricant	Classification of lubricants, lubricating oils (conducting and non-conducting) Solid and semisolid lubricants, synthetic lubricants. Properties of lubricants (viscosity index, cloud point, pore point) and their determination.	Lecture and PPT Method	Weekly test	Test evaluation
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C	A general study including preparation and uses of the following: Hair dye, hair spray, shampoo, suntan lotions, face powder, lipsticks, talcum powder, nail enamel, creams (cold, vanishing and shaving creams), antiperspirants and artificial flavours.	Lecture and PPT Method	Weekly test	Seminars
October 3 <sup>rd</sup> & 4 <sup>th</sup>	Section-D	Essential oils and their importance in	Lecture and	Weekly test	Poster making

week		cosmetic industries with reference to Eugenol, Geraniol, sandalwood oil, eucalyptus, rose oil, 2-phenyl ethyl alcohol, Jasmone, Civetone, Muscone.	PPT Method		assignments
November 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-A	Review of energy sources (renewable and non-renewable). Classification of fuels and their calorific value. Coal	Revision and Group Discussion	Weekly test	Evaluation of Assignments given earlier.
November 3 <sup>rd</sup> week	Section-A	Petroleum & Petro-Chemical industry	Revision and Group Discussion	Topic wise tests	Evaluation of Assignments given earlier.
November 4 <sup>th</sup> week	Section-B	Fractional Distillation	Revision and Group Discussion	Topic wise tests	Test evaluation
DECEMBER: Conduction and Evaluation of House Exams.					
JANUARY-Winter Break					
February 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-B	Lubricants	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of Seminars.
February 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-C & D	General study of cosmetics & Essential oils	Revision and Group Discussion	Oral M.C.Q tests and written tests	Evaluation of posters.
MARCH: Conduction and Evaluation of Annual Practical Examinations					
APRIL: Conduction of Annual Examinations					


  
 14/9/23

**Principal**  
**Govt. College**  
**UNA (H.P.)**

GOVT. P.G. COLLEGE UNA(I.P.)

DEPARTMENT OF CHEMISTRY

## TENTATIVE LESSON/ TEACHING PLAN

CLASS: B.Sc.3<sup>rd</sup> year  
 COURSE CODE: CHEM 301TH  
 COURSE TITLE: POLYNUCLEAR HYDROCARBONS, DYES, HETEROCYCLIC COMPOUNDS AND SPECTROSCOPY (UV, IR, NMR)  
 CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General introduction	Discussion about Syllabus, Continuous Comprehensive Assessment, Various rules regarding House exams, laboratory, and Future opportunities for science students and demonstrations in the lab	Through PPT. and Lecture.		Queries from the students are taken up
August 1 <sup>st</sup> and 2 <sup>nd</sup> week	Section-A Polynuclear Hydrocarbons	Synthesis & reactions of Naphthalene, Anthracene & Phenanthrene. Relative reactivity of these compounds at various positions.	Lectures and Notes followed by discussion of queries	Weekly test & Assignments	Collection and evaluation of Assignments of section-A
August 3 <sup>rd</sup> week	Section-A Synthetic dyes	Colour and constitution [electronic concept], classification of dyes. Chemistry and synthesis of methyl orange, congo red, malachite green, crystal violet, phenolphthalein, fluorescein, alizarin and indigo.	Lectures and Notes followed by discussion of queries	Student Presentations	
August 4 <sup>th</sup> week	Section-B Heterocyclic compounds:	Introduction: Classification and nomenclature, Molecular orbital picture & aromatic characteristics of pyrrole, furan, thiophene & pyridine.	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-B
September 1 <sup>st</sup> week	Section-B Heterocyclic compounds:	Methods of synthesis, chemical reactions with emphasis on mechanism of electrophilic substitution. Mechanism of nucleophilic substitution reactions in pyridine.	Lectures and Notes followed by discussion of queries	Student Presentations	
September 2 <sup>nd</sup> week	Section-B Heterocyclic compounds:	Comparison of basicity of pyridine, piperidine and pyrrole. Introduction to condensed five & six-membered heterocyclic compounds.	Lectures and Notes followed by discussion of queries	Weekly Class test	
September 3 <sup>rd</sup> week	Section-B Heterocyclic compounds:	Preparation & reactions of indole quinoline & isoquinoline with special reference to Fisher indole synthesis Skraup synthesis & Bischler – Napieralski synthesis. Mechanism of electrophilic substitution reactions of indole, quinoline, & isoquinoline.	Lectures and Notes followed by discussion of queries	Assignments/ Student Presentations	
September 4 <sup>th</sup> week	Section-C Application of UV and IR Spectroscopy to	Application of visible, ultraviolet and Infrared spectroscopy in organic molecules. Electromagnetic radiations, electronic transitions, $\lambda_{max}$ . & $\epsilon_{max}$ .	Lectures and Notes followed by discussion of queries	Weekly test	Collection and evaluation of Assignments of section-C

	Simple Organic Molecules	chromophore, auxochrome, bathochromic and hypsochromic shifts.			
October 1 <sup>st</sup> & 2 <sup>nd</sup> week	Section-C Application of UV and IR Spectroscopy to Simple Organic Molecules	Application of electronic spectroscopy and Woodward rules for calculating $\lambda_{max}$ . of conjugated dienes and $\alpha$ , $\beta$ – unsaturated compounds.	Lectures and Notes followed by discussion of queries	Student Presentations	
October 3 <sup>rd</sup> & 4 <sup>th</sup> week	Section-C Application of UV and IR Spectroscopy to Simple Organic Molecules	Infrared radiation and types of molecular vibrations, functional group and fingerprint region. IR spectra of alkanes, alkenes and simple alcohols (inter and intramolecular hydrogen bonding), aldehydes, ketones,	Lectures and Notes followed by discussion of queries	Assignment	
November 1 <sup>st</sup> week	Section-C Application of UV and IR Spectroscopy to Simple Organic Molecules	IR spectra of carboxylic acids and their derivatives (effect of substitution on $>C=O$ stretching absorptions).	Lectures and Notes followed by discussion of queries	Student Presentations	
November 2 <sup>nd</sup> & 3 <sup>rd</sup> week	Section -D Nuclear Magnetic Resonance Spectroscopy	Principle of nuclear magnetic resonance, number of signals, peak areas equivalent & non-equivalent protons, positions of signals, chemical shift. Shielding & deshielding of protons, proton counting, splitting of signals & coupling constants, magnetic equivalence of protons.	Lectures and Notes followed by discussion of queries	Assignment	Collection and evaluation of Assignments of section-D
November 4 <sup>th</sup> week	Section -D Nuclear Magnetic Resonance Spectroscopy	Discussion of PMR spectra of molecules : ethyl bromide, n – propyl bromide, isopropyl bromide 1,1-dibromoethane 1,1,2- tribromo ethane, ethanol, toluene, acetaldehyde, acetophenone. Simple problems on PMR spectroscopy for structure determination of organic compounds.	Lecture and Notes followed by discussion of queries	Student Presentations	
December: Revision of selected syllabus, Preparation, conduction and evaluation of House exams.					
January: Winter Break					
February	Revision of syllabus		Class Tests	Revision of Previous year question papers	
March: Conduction & Evaluation of Annual Practical Exams					
April: Conduction of Annual exams					

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/ TEACHING PLAN

CLASS: B.Sc.3<sup>rd</sup> year

COURSE CODE: CHEM 304TH

COURSE TITLE: CHEMISTRY OF TRANSITION AND INNER TRANSITION ELEMENTS, COORDINATION CHEMISTRY, ORGANOMETALLICS, ACIDS and BASES

CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General introduction	Discussion about Syllabus, Continuous Comprehensive Assessment, Various rules regarding House exam, laboratory, and Future opportunities for science students and demonstrations in the lab.	Through PPT. and Lecture		Queries from the students are taken up
August 1 <sup>st</sup> and 2 <sup>nd</sup> week	Section-A Transition Elements (3d series) - Chemistry of elements of 3d metals	Oxidation states displayed by Cr, Fe, Co, Ni and Cu. A study of the following compounds (including preparation and important properties); Peroxo compounds of Cr, K <sub>2</sub> Cr <sub>2</sub> O <sub>7</sub> , KMnO <sub>4</sub> , K <sub>4</sub> [Fe(CN) <sub>6</sub> ], sodium nitroprusside, [Co(NH <sub>3</sub> ) <sub>6</sub> ]Cl <sub>3</sub> , Na <sub>3</sub> [Co(NO <sub>2</sub> ) <sub>6</sub> ].	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-A
August 3 <sup>rd</sup> week	Section-A Transition Elements (3d series) - Chemistry of elements of 3d metals	General group trends with special reference to electronic configuration, variable valency, colour, magnetic and catalytic properties, ability to form complexes and stability of various oxidation states (Latimer diagrams) for Mn, Fe and Cu.	Lectures and Notes followed by discussion of queries	Student Presentations	
August 4 <sup>th</sup> week	Section-A Lanthanides and actinides	Electronic configurations, oxidation states, colour, magnetic properties, lanthanide contraction, separation of lanthanides and actinides (ion exchange method only).	Lectures and Notes followed by discussion of queries	Assignments	
September 1 <sup>st</sup> week	Section-B Coordination Chemistry Valence Bond Theory (VBT)	Inner and outer orbital complexes of Cr, Fe, Co, Ni and Cu (coordination numbers 4 and 6). Structural and stereoisomerism in complexes with coordination numbers 4 and 6. Drawbacks of VBT. IUPAC nomenclature of coordination compounds.	Lectures and Notes followed by discussion of queries	Student Presentations	Collection and evaluation of Assignments of section-B
September 2 <sup>nd</sup> week	Section-B Organometallic Compounds	Definition and Classification with appropriate examples based on nature of metal-carbon bond (ionic, s, p and multicentre bonds). Structures of methyl lithium, Zeiss salt and ferrocene. EAN rule as applied to carbonyls. Preparation, structure, bonding and properties of mononuclear and polynuclear carbonyls	Lectures and Notes followed by discussion of queries	Class Test	

		of 3d metals, p-acceptor behaviour of carbon monoxide. Synergic effects (VB approach)- (MO diagram of CO can be referred to for synergic effect to IR frequencies).			
September 3 <sup>rd</sup> week	Section-B Organometallic Compounds	Preparation, structure, bonding and properties of mononuclear and polynuclear carbonyls of 3d metals. p-acceptor behaviour of carbon monoxide. Synergic effects (VB approach)- (MO diagram of CO can be referred to for synergic effect to IR frequencies).	Lectures and Notes followed by discussion of queries	Assignments/ Student Presentations	
September 4 <sup>th</sup> week	Section-C Crystal Field Theory	Crystal field effect, octahedral symmetry. Crystal field stabilization energy (CFSE), Crystal field effects for weak and strong fields. Tetrahedral symmetry. Factors affecting the magnitude of CF splitting.	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-C
October 1 <sup>st</sup> week	Section-C Crystal Field Theory	Spectrochemical series. Comparison of CF Splitting for Octahedral and tetrahedral complexes, Tetragonal distortion of octahedral geometry.	Lecture and Notes followed by discussion of queries	Student Presentations	
October 2 <sup>nd</sup> week	Section-C Crystal Field Theory	Jahn-Teller distortion, Square planar coordination.	Lecture and Notes followed by discussion of queries	Class Test	
October 3 <sup>rd</sup> week and 4 <sup>th</sup> week	Section-D Acids and Bases	Arrhenius, Bronsted and Lowry, Lewis, Lux flood and solvent system concepts of acids and bases. Classification of acids and bases as hard and soft.	Lecture and Notes followed by discussion of queries	Assignment	
November 1 <sup>st</sup> week	Section-D Acids and Bases	Pearson's HSAB concept, application of HSAB principle. Relative strength of acids and bases and effect of substituents and solvent on their strength.	Lecture and Notes followed by discussion of queries	Student Presentations	
November 2 <sup>nd</sup> and 3 <sup>rd</sup> week	Section-A	Transition Elements (3d series) - Chemistry of elements of 3d metals	Revision	Class Test	
November 3 <sup>rd</sup> week	Section -B	Coordination Chemistry Valence Bond Theory (VBT)	Revision	Class Test	
November 4 <sup>th</sup> week	Section-D	Acids and Bases	Revision	Class Test	
December: Revision of selected syllabus, Preparation, conduction and evaluation of House exam					
January: Winter Break					
February	Revision of syllabus		Class Tests	Revision of Previous year question papers	
March: Conduction & Evaluation of Annual Practical Exams					
April :Conduction of Annual exams					

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/ TEACHING PLAN

CLASS: B.Sc.3<sup>rd</sup> year  
 COURSE CODE: CHEM 307TH  
 COURSE TITLE: CHEMICAL TECHNOLOGY & SOCIETY and BUSINESS SKILLS FOR CHEMISTRY  
 CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General introduction	Discussion about Syllabus, Continuous Comprehensive Assessment, Various rules regarding House exam, laboratory, and Future opportunities for science students and demonstrations in the lab	PPT. and Lecture Method		Queries from the students are taken up
August 1 <sup>st</sup> and 2 <sup>nd</sup> week	Section-A Chemical Technology	Basic principles of distillation, solvent extraction, solid-liquid leaching and liquid-liquid extraction, separation by absorption and adsorption.	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-A
August 3 <sup>rd</sup> week	Section-A Chemical Technology	An introduction into the scope of different types of equipment needed in chemical technology, including reactors, distillation columns, extruders, pumps, mills, emulgators	Lectures and Notes followed by discussion of queries	Student Presentations	
August 4 <sup>th</sup> week	Section-A Chemical Technology	Scaling up operations in chemical industry. Introduction to clean technology.	Lectures and Notes followed by discussion of queries	Assignments	
September 1 <sup>st</sup> week	Section-B Society	Exploration of societal and technological issues from a chemical perspective. Chemical and scientific literacy as a means to better understand topics like air and water (and the trace materials found in them that are referred to as pollutants).	Lectures and Notes followed by discussion of queries	Student Presentations	Collection and evaluation of Assignments of section-B
September 2 <sup>nd</sup> week	Section-B Society	Energy from natural sources (i.e. solar and renewable forms), from fossil fuels and from nuclear fission.	Lectures and Notes followed by discussion of queries	Class Test	
September 3 <sup>rd</sup> week	Section-B Society	Materials like plastics and polymers and their natural analogues, proteins and nucleic acids, and molecular reactivity and interconversions from simple examples like combustion to complex instances like genetic engineering and the manufacture of drugs.	Lectures and Notes followed by discussion of queries	Assignments/ Student Presentations	
September 4 <sup>th</sup> week	Section-C Business Basics	Key business concepts: Business plans, market need, project management and routes to market.	Lectures and Notes followed by discussion of queries	Assignment	Collection and evaluation of Assignments of section-C

October 1 <sup>st</sup> week	Section-C Chemistry in Industry	Current challenges and opportunities for the chemistry-using industries, role of chemistry in India and global economies.	Lectures and Notes followed by discussion of queries	Student Presentations	
October 2 <sup>nd</sup> week	Section-D Making money	Financial aspects of business with case studies	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-D
October 3 <sup>rd</sup> week and 4 <sup>th</sup> week	Section-D Intellectual property	Concept of intellectual property, patents.	Lecture and Notes followed by discussion of queries	Assignments	
November 1 <sup>st</sup> week	Section-D	Making money/ Intellectual property	Revision	Class Tests	
November 2 <sup>nd</sup> week	Section-C	Business Basics/ Chemistry in Industry	Revision	Class Tests	
November 3 <sup>rd</sup> week	Section -A	Chemical Technology	Revision	Class Tests	
November 4 <sup>th</sup> week	Section-B	Society	Revision	Class Tests	
December: Revision of selected syllabus, Preparation, conduction and evaluation of House exams.					
January: Winter Break					
February	Revision of syllabus		Class Tests	Revision of Previous year question papers	
March: Conduction & Evaluation of Annual Practical Exams					
April: Conduction of Annual exams					

GOVT. P.G. COLLEGE UNA (H.P.)

DEPARTMENT OF CHEMISTRY

TENTATIVE LESSON/ TEACHING PLAN

CLASS: B.Sc. - 3<sup>rd</sup> year  
 COURSE CODE: CHEM 308TH  
 COURSE TITLE: PESTICIDE CHEMISTRY & PHARMACEUTICAL CHEMISTRY  
 CREDITS: 4

DATE	SECTION	TOPICS COVERED	METHODS OF TEACHING	ASSESSMENT	REMARKS
July 3 <sup>rd</sup> and 4 <sup>th</sup> week	Induction programme/ General introduction	Discussion about Syllabus, Continuous Comprehensive Assessment, Various rules regarding House exams, laboratory, and Future opportunities for science students and demonstrations in the lab	Lecture & ppt. method		Queries from the students are taken up
August 1 <sup>st</sup> and 2 <sup>nd</sup> week	Section-A	General introduction to pesticides (natural and synthetic), benefits and adverse effects, changing concepts of pesticides, structure activity relationship.	Lectures and Notes followed by discussion of queries	Assignments	Collection and evaluation of Assignments of section-A
August 3 <sup>rd</sup> week	Section-B	Synthesis and technical manufacture and uses of representative pesticides in the following classes: Organochlorines (DDT, Gammexene,);	Lectures and Notes followed by discussion of queries	Student Presentations	Collection and evaluation of Assignments of section-B
August 4 <sup>th</sup> week	Section-B	Synthesis and technical manufacture and uses of representative pesticides in the following classes: Organophosphates (Malathion, Parathion );	Lectures and Notes followed by discussion of queries	Assignments	
September 1 <sup>st</sup> week	Section-B	Synthesis and technical manufacture and uses of representative pesticides in the following classes: Carbamates (Carbofuran and carbaryl); Quinones (Chloranil), Anilides (Alachlor and Butachlor).	Lectures and Notes followed by discussion of queries	Student Presentations	
September 2 <sup>nd</sup> week	Section-C	Drugs & Pharmaceuticals Drug discovery, design and development; Basic Retrosynthetic approach. Synthesis of the representative drugs of the following classes: analgesics agents, antipyretic agents, antiinflammatory agents (Aspirin, paracetamol, Ibuprofen);	Lectures and Notes followed by discussion of queries	Class Tests	Collection and evaluation of Assignments of section-C
September 3 <sup>rd</sup> week	Section-C	Synthesis of the representative drugs of the following classes: antibiotics (Chloramphenicol); antibacterial and antifungal agents (Sulphonamides; Sulphanethoxazol, Sulphacetamide, Trimethoprim);	Lectures and Notes followed by discussion of queries	Assignments/ Student Presentations	
September 4 <sup>th</sup> week	Section-C	Synthesis of the representative drugs of the following classes: antiviral agents (Acyclovir), Central Nervous System agents (Phenobarbital, Diazepam), Cardiovascular (Glyceryl trinitrate), antilaprosy (Dapsone), HIV-AIDS related drugs (AZT- Zidovudine)..	Lectures and Notes followed by discussion of queries	Assignments	

October 1 <sup>st</sup> week	Section-D	Fermentation Aerobic and anaerobic fermentation. Production of (i) Ethyl alcohol and citric acid, (ii) Antibiotics; Penicillin, Cephalosporin, Chloromycetin and Streptomycin, (iii) Lysine, Glutamic acid, Vitamin B2, Vitamin B12 and Vitamin C.	Lectures and Notes followed by discussion of queries	Student Presentations	Collection and evaluation of Assignments of section-D
October 2 <sup>nd</sup> week	Section-D	Production of (iii) Lysine, Glutamic acid, Vitamin B2, Vitamin B12 and Vitamin C.	Lecture and Notes followed by discussion of queries	Assignment	
October 3 <sup>rd</sup> week and 4 <sup>th</sup> week	Section-A	Pesticides	Revision	Class Test	
November 1 <sup>st</sup> week	Section-B	Synthesis of Pesticides	Revision	Class Test	
November 2 <sup>nd</sup> week	Section-B	Synthesis of Pesticides	Revision	Class Test	
November 3 <sup>rd</sup> week	Section -C	Synthesis of Drugs	Revision	Class Test	
November 4 <sup>th</sup> week	Section-D	Fermentation, Production of Vitamins	Revision	Class Test	
December: Revision of selected syllabus, Preparation, Conduction and Evaluation of House exams					
January: Winter Break					
February	Revision of syllabus		Class Test	Revision of Previous year question papers	
March: Conduction & Evaluation of Annual Practical Exams.					
April: Conduction of Annual exams.					

Department of Chemistry


  
14/9/23  
Principal  
Govt. College  
UNA (H.P.)

**Govt. College Una District Una (H.P.)**  
**Teaching Plan Mathematics For Session 2023-2024**

Name of Teacher:

Promila Devi

Class:

B.A. /B.Sc. 1<sup>st</sup> Year

Paper:

Differential Equations MATH102TH

(Core Course)

Unit	Topic/Details	Month	Method of Teaching
I	Basic theory of linear differential equations, Wronskian, and its properties. First order exact differential equations. Integrating factors, rules to find an integrating factor. First order higher degree equations solvable for x, y. p. Clairut's form.	July, August (8 Weeks)	Lecture Method PPT
II	Methods for solving higher-order differential equations. Solving a differential equation by reducing its order. Linear homogenous equations with constant coefficients, Linear nonhomogenous equations.	September, October (8 Weeks)	Lecture Method
III	The method of variation of parameters with constant coefficients. The Cauchy-Euler equation and Legendre equation. Simultaneous differential equations, Total differential equations.	November-December (8 Weeks)	Lecture Method
IV	Order and degree of partial differential equations, Concept of linear and non-linear partial differential equations. Formation of first order partial differential equations (PDE). Linear partial differential equation of first order, Lagrange's method. Classification of second order partial differential equations into elliptic, parabolic and hyperbolic through illustrations only	December-February (8 Weeks)	Lecture Method

Note : Assignments, Class tests, Quiz, Seminars and Mid-term examinations will be taken during the session.

  
 Ms. Promila Devi  
 (A.P. Mathematics)

  
 Principal  
 Govt. College  
 UNA (H.P.)

**Govt. College Una District Una (H.P.)**  
**Teaching Plan Mathematics For Session 2023-2024**

Name of Teacher:

Promila Devi

Class:

B.A. /B.Sc. 3<sup>rd</sup> Year

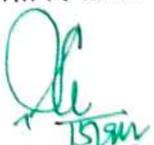
Paper:

Transportation and Game Theory  
MATH317TH ( Skill Enhancement  
Course)

Unit	Topic/Details	Month	Method of Teaching
I	Transportation problem and its mathematical formulation. North-west-corner method, least cost method.	July, August (8 Weeks)	Lecture Method/PPT
II	Vogel approximation method for determination of starting basic solution, algorithm for solving transportation problem.	September, October (8 Weeks)	Lecture Method
III	Assignment problem and its mathematical formulation, Hungarian method for solving assignment problem.	November-December (8 Weeks)	Lecture Method
IV	Game theory: formulation of two person zero sum games, solving two person zero sum games, games with mixed strategies, graphical solution procedure.	December-February (8 Weeks)	Lecture Method

**Note :** Assignments, Class tests, Quiz, Seminars and Mid-term examinations will be taken during the session.

  
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Principal  
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UNA (H.P.)  
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**Teaching Plan Mathematics For Session 2023-2024**

Name of Teacher: **Promila Devi**  
Class: **B.A. /B.Sc. 3<sup>rd</sup> Year**  
Paper: **Numerical Methods**  
**MATH304TH (DSE)**

Unit	Topic/Details	Month	Method of Teaching
I	Algorithms, Convergence, Bisection method, False position method, Fixed point iteration method, Newton's method, Secant method, LU decomposition.	July, August (8 Weeks)	Lecture Method/PPT
II	Gauss-Jacobi, Gauss-Siedel and SOR iterative methods, Lagrange and Newton interpolation: linear and higher order.	September, October (8 Weeks)	Lecture Method
III	Finite difference operators, Numerical differentiation: Newton's forward difference and backward difference method, Sterling's Central difference method.	November, December (8 Weeks)	Lecture Method
IV	Integration: Trapezoidal rule, Simpson's rule, Euler's method.	December, February (8 Weeks)	Lecture Method

**Note :** Assignments, Class tests, Quiz, Seminars and Mid-term examinations will be taken during the session.

  
Ms. Promila Devi  
(A.P. Mathematics)

  
Principal  
Govt. College  
Una (H.P.)