

**F.Y.B.F.M**  
**Semester - II**

# M.L.Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)

Class: FYBFM

Semester: II

Subject: Financial Accounting -II

Name of the Faculty: Rupali Dugal

Month	Topics to be covered	Topics for Internal	No of Lectures
November	Shares and Debentures <ul style="list-style-type: none"><li>- Issue of Shares &amp; Debentures</li><li>- Types of Shares &amp; Debentures (in India)</li><li>- Accounting Treatments for issue of shares &amp; debentures with new market and SEBI rules</li></ul>	Shares and Debentures <ul style="list-style-type: none"><li>- Issue of Shares &amp; Debentures</li><li>- Types of Shares &amp; Debentures (in India)</li></ul> Accounting Treatments for issue of shares & debentures with new market and SEBI rules	10
December	Corporate Accounting <ul style="list-style-type: none"><li>- Capitalisation of reserves &amp; issue of Bonus Shares</li><li>- Preparation of corporate financial statements in vertical form.</li></ul>	& Corporate Accounting <ul style="list-style-type: none"><li>- Capitalisation of reserves &amp; issue of Bonus Shares</li></ul>	15
January	Share Valuation <ul style="list-style-type: none"><li>- Valuation of Shares.</li><li>- Buy-back of shares &amp; own debentures</li><li>- Investment Accounting</li></ul>	Preparation of corporate financial statements in vertical form	15
February	Indian Accounting Standards <ul style="list-style-type: none"><li>- AS, GAAP &amp; their impact on Income Statement &amp; B/S.</li><li>- Latest Development: Computerization of accounting &amp; accounting</li></ul>		15
March	Revision		05

# M. L. Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)

Class: FYBFM

Semester: II

Subject: Principles of Management

Name of the Faculty: Harshad Dhamankar

Month	Topics to be covered	Topics for Internal	No of Lectures
November	<p>Introduction</p> <ul style="list-style-type: none"><li>- Nature and process of management, basic management roles and skills, nature of managerial work</li><li>- approaches to management, classical behavioural, systems and contingency approaches</li><li>- contemporary issues and challenges</li></ul>	Introduction  &	15
December	<p>Planning and decision making</p> <ul style="list-style-type: none"><li>- concept, purpose and process of planning,</li><li>- kinds of plans, strategies, policies and planning, premises</li><li>- goal setting, MBO</li><li>- decision making, conditions, forms of group decision making in organisation</li></ul>	Planning and decision making	15
January	<p>Organising</p> <ul style="list-style-type: none"><li>- fundamentals of organizing</li><li>- bases of departmentation, distribution of authority,</li><li>- coordination</li><li>- organisation structure, and design</li><li>- leadership- nature and</li></ul>		15

	significance, leading and managing, leadership styles, leadership theories		
February	<p>Management Control</p> <ul style="list-style-type: none"> <li>- Nature, purpose and process of controlling</li> <li>- kinds of control system, prerequisites of effective control systems</li> <li>- resistance to control, controlling techniques</li> </ul>		15
March	Revision		05

# M. L.Dahanukar College of Commerce

## Teaching Plan

**Department:** B. Com (Financial Markets)

**Class:** FYBFM

**Semester:** II

**Subject:** Business Statistics

**Name of the Faculty:** Anushree Joshi

Month	Topics to be covered	Topics for Internal	No of Lectures
November	<p>Population and Sample</p> <ul style="list-style-type: none"> <li>- Definition of statistics, scope of statistics in Management and financial markets, Concept of population and sample with illustration</li> <li>- Methods of sampling</li> <li>- Data condensation and graphical methods</li> <li>- Graphs- Histogram and frequency polygon</li> <li>- Diagrams- Multiple bar, pie, subdivided bar</li> </ul>	<p>Population and Sample</p> <ul style="list-style-type: none"> <li>- Definition of statistics, scope of statistics in Management and financial markets, Concept of population and sample with illustration</li> <li>- Methods of sampling</li> <li>- Data condensation and graphical methods</li> </ul>	12
December	<p>Measures of Central Tendency</p> <ul style="list-style-type: none"> <li>- Criteria for good measures of central tendency, arithmetic mean, median mode for grouped and ungrouped data, combined mean</li> </ul>	<ul style="list-style-type: none"> <li>- Graphs- Histogram and frequency polygon</li> </ul> <p>Diagrams- Multiple bar, pie, subdivided bar</p>	12
January	<p>Measures of Dispersion</p> <ul style="list-style-type: none"> <li>- Concept of dispersion, absolute and relative</li> <li>- measures of dispersion, range variance,</li> <li>- standard deviation, coefficient of variation, quartile deviation, coefficient of quartile deviation</li> </ul> <p>Concept of correlation, positive</p>	<p>&amp;</p> <p>Measures of Central Tendency</p> <p>Criteria for good measures of central tendency,</p>	12

	<p>and negative correlation,</p> <ul style="list-style-type: none"> <li>- Karl Pearson's Coefficient of Correlation,</li> <li>- meaning of regression, two regression equations, Regression coefficients and properties</li> </ul>		
February	<p>Correlation and regression (for ungrouped data)</p> <ul style="list-style-type: none"> <li>- Concept of correlation, positive and negative correlation,</li> <li>- Karl Pearson's Coefficient of Correlation,</li> <li>- meaning of regression, two regression equations, Regression coefficients and properties</li> </ul>		12
March	Linear Programming Problems		12

# M. L. Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)      Class: FYBFM    Semester: II

Subject: Business Communications II      Name of the Faculty: Shivani Naik

Month	Topics to be covered	Topics for Internal	No of Lectures
November	Presentation Skills - 4 Principles of Effective Presentation - Effective use of OHP - Effective use of Transparencies - How to make a Power-Point Presentation		10
December	Group Communication - Interviews - Meetings - Conference - Public Relations		15
January	Business Correspondence - Trade Letters - Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, Letters under Right to Information (RTI) Act		10
February	Language and Writing Skills Reports: - Parts, Types, Feasibility Reports, Investigative Reports Summarization - Identification of main and supporting/sub points Presenting these in a cohesive manner		10
March	Revision		05

# M. L.Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)

Class: FYBFM

Semester: II

Subject: Foundation Course – II

Name of the Faculty: Manasi Mule

Month	Topics to be covered	Topics for Internal	No of Lectures
November	Globalization and Indian Society - Understanding the concepts of liberalization, privatization and globalization; - Growth of information technology and communication and its impact manifested in everyday life - Impact of globalization on industry:	Globalization and Indian Society - Understanding the concepts of liberalization, privatization and globalization; - Growth of information technology and communication and its impact manifested in everyday life	07
December	Human Rights - Concept of Human Rights - origin and evolution of the concept; - The Universal Declaration of Human Rights	- Impact of globalization on industry: & Human Rights - Concept of Human Rights - origin and evolution of the concept; - The Universal Declaration of Human Rights	10
January	Ecology - Importance of Environment Studies in the current developmental context - Environmental Degradation		10
February	Understanding Stress and Conflict - Causes of stress and conflict in individuals and society; - Agents of socialization and the role played by them in developing the		10

	<p>individual</p> <ul style="list-style-type: none"> <li>- Significance of values, ethics and prejudices in developing the individual</li> </ul>		
March	<p>Managing Stress and Conflict in Contemporary Society</p> <ul style="list-style-type: none"> <li>- Types of conflicts and use of coping mechanisms for managing individual stress</li> <li>- Different methods of responding to conflicts in society</li> </ul>		08

# M. L. Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)

Class: FYBFM

Semester: II

Subject: Environmental Science

Name of the Faculty: Prajakta Jadhav

Month	Topics to be covered	Topics for Internal	No of Lectures
November	Environment: An overview - Environment- structure, components and typology - - Ecosystem as part of environment - Functioning and levels of organisation Biodiversity- Classification, value, threats to biodiversity	Environment: An overview - Environment- structure, components and typology - - Ecosystem as part of environment - Functioning and levels of organisation	15
December	Natural Resources - Definition, importance and classification of natural resources - Utilisation and conservation of water, forest, soil and energy resources - Issues associated with natural resources	Biodiversity- Classification, value, threats to biodiversity  &  Natural Resources - Definition, importance and classification of natural resources	15
January	Environment and Economic Activities - Economic activities-nature and pattern- primary,secondary and tertiary - Environmental problems associated with economic activities - Case studies with reference to India	- Utilisation and conservation of water, forest, soil and energy resources - Issues associated with natural resources	15
February & March	Environment Management - Concept, need and relevance of environmental education - Environmental Impact Assessment, Environmental audit - Role of technology in Environment Management		15

# M. L. Dahanukar College of Commerce

## Teaching Plan

Department: B. Com (Financial Markets)

Class: FYBFM

Semester: II

Subject: Computer skills -1

Name of the Faculty: Shamal Parab

Month	Topics to be covered	Topics for Internal	No of Lectures
November	Computer Hardware - Personal Computers- identification/demonstration of different storage - Devices like CD and CD drive, hard disk- HDD, storing and retrieving data from various storage devices, identification of various input and output devices. Primary memory, RAM and ROM - Processor- CPU -Different types of printers. Introduction to trouble shooting of personal computers.		10
December	Windows - Introduction, features, various versions of windows, - file and folder operation (creating, copying, moving, deleting), system tools, creating shortcuts,		15
January	Internet -MWhat is internet, - most popular internet services - functions of internet like email, WW, FTP, usenet, Instant messaging, internet telephony, using address book, working with task list, scheduling appointments, reminders, events		15
February	Word – 2013 - The Word window,		15

	<ul style="list-style-type: none"> <li>- New documents, Document navigation, Editing text, Working with text</li> <li>- Tables, Creating tables, Working with table content</li> <li>- Adding graphics and clip art, Working with graphics Proofing, printing, and exporting</li> </ul>		
March	<p>Excel -2013</p> <ul style="list-style-type: none"> <li>- Fundamentals of Excel, Cut, Copy, Insert, Delete, Paste Special, Custom Formatting , Undo, Redo, Excel Formulas – Basic,</li> <li>- Useful functions and Paste Function, Calc, Comments, Drawing toolbar, Edit, Replace, Delete, Clear, Essential Printing, Data Sorting, Hiding, AutoFormats, Protection, Basic Charts, Basic Formatting, If Function</li> </ul>		05