



ST. THOMAS COLLEGE OF ARTS AND SCIENCE
Lesson Plan for the Even Semester 2020-2021



Name of the Assistant Professor: DR. J.JESUARUL SELVAVIMALI

Department: Accounting and Finance

Class and Section: I B.Com A&F - A

Shift : I

Subject: Principles of Management

Week	Date	Topics
4	18-Jan-21	
	19-Jan-21	
	20-Jan-21	
	21-Jan-21	
	22-Jan-21	
	23-Jan-21	
	24-Jan-21	Sunday
5	25-Jan-21	
	26-Jan-21	REPUBLIC DAY
	27-Jan-21	
	28-Jan-21	THAI POOSAM
	29-Jan-21	
	30-Jan-21	
	31-Jan-21	Sunday

Week	Date	Topics
1	1-Feb-21	
	2-Feb-21	
	3-Feb-21	
	4-Feb-21	
	5-Feb-21	
	6-Feb-21	
	7-Feb-21	Sunday
2	8-Feb-21	
	9-Feb-21	
	10-Feb-21	
	11-Feb-21	
	12-Feb-21	
	13-Feb-21	
	14-Feb-21	Sunday
3	15-Feb-21	
	16-Feb-21	
	17-Feb-21	
	18-Feb-21	
	19-Feb-21	
	20-Feb-21	
	21-Feb-21	Sunday
4	22-Feb-21	Unit I: Introduction Definition – Importance -
	23-Feb-21	Nature and Scope of Management
	24-Feb-21	Function of Management
	25-Feb-21	Management is an Art, Science and Profession
	26-Feb-21	Process of Management -
	27-Feb-21	Cond... Process of Management - Role and functions of Managers
	28-Feb-21	Sunday

Week	Date	Topics
1	1-Mar-21	Manager – Who is Manager – Role of Managers and Their Function
	2-Mar-21	Cond..... Role of Managers and Their Function
	3-Mar-21	Levels of Management
	4-Mar-21	Scientific Management Contributions to Management by different Schools of thought
	5-Mar-21	Cond... Scientific Management Contributions to Management by different Schools of thought
	6-Mar-21	Cond... Scientific Management Contributions to Management by different Schools of thought
	7-Mar-21	Sunday
2	8-Mar-21	Unit II: Planning Nature – Importance - - Objectives of Planning --.
	9-Mar-21	Types of Planning - Steps in planning
	10-Mar-21	Policies
	11-Mar-21	Decision making Process
	12-Mar-21	Types of Decisions
	13-Mar-21	HRM- Meaning, -Nature and scope of HRM
	14-Mar-21	Sunday
3	15-Mar-21	Recruitment – Sources - Procedure
	16-Mar-21	Selection - Process
	17-Mar-21	Training – Importance and methods – Advantages of Training
	18-Mar-21	Unit III: Organization Meaning and Types of organizations --.
	19-Mar-21	- Principles – Formal and Informal organization
	20-Mar-21	Organisation Structure – Span of Control
	21-Mar-21	Sunday
4	22-Mar-21	Internal Assessment - I
	23-Mar-21	Internal Assessment - I
	24-Mar-21	Internal Assessment - I
	25-Mar-21	Internal Assessment - I
	26-Mar-21	Internal Assessment - I
	27-Mar-21	Departmentalisation – Basis - Meaning and Importance of Departmentalisation
	28-Mar-21	Sunday
5	29-Mar-21	Policies - Meaning and Types – Procedures - Forecasting
	30-Mar-21	Unit IV: Authority and Responsibility Authority – Definition – Sources – Limitations ----
	31-Mar-21	Difference between Authority and Responsibility

Week	Date	Topics
1	1-Apr-21	MAUNDY THURSDAY
	2-Apr-21	GOOD FRIDAY
	3-Apr-21	HOLY SATURDAY
	4-Apr-21	EASTER Sunday
2	5-Apr-21	Delegation of Authority – Meaning – Principles and importance
	6-Apr-21	Centralisation Vs Decentralisation - Leadership & Communication
	7-Apr-21	Unit V: Direction Co-ordination & Control Direction – Nature - Purpose
	8-Apr-21	Co-ordination – Need – Types and Techniques
	9-Apr-21	Cond... Co-ordination Techniques
	10-Apr-21	Internal Assessment - II
	11-Apr-21	Sunday.
3	12-Apr-21	Internal Assessment - II
	13-Apr-21	TELUGU NEW YEAR
	14-Apr-21	TAMIL NEW YEAR
	15-Apr-21	Internal Assessment - II
	16-Apr-21	Internal Assessment - II
	17-Apr-21	Internal Assessment - III
	18-Apr-21	Sunday.
4	19-Apr-21	Controlling – Meaning – Importance
	20-Apr-21	Control Process.
	21-Apr-21	Requisites for Excellent Co-ordination
	22-Apr-21	Seminar
	23-Apr-21	Seminar
	24-Apr-21	Revision
	25-Apr-21	Sunday.
5	26-Apr-21	MODEL EXAMINATION
	27-Apr-21	MODEL EXAMINATION
	28-Apr-21	MODEL EXAMINATION
	29-Apr-21	MODEL EXAMINATION
	30-Apr-21	MODEL EXAMINATION

Course Objectives:

1. To make the students to understand the basic concepts of management..
2. To prepare the students to know about the significance of the management in Business.
3. To formulate the students to see the control Techniques.

Course Outcomes: Upon completion of this course students will have:

1. Explain the meaning and purpose of management; elucidate scientific management, different levels of management
And the managerial skills required
2. Describe managerial functions or elements of management and their importance and limitations and explain general Principles of management.
3. Understand the application of modern management techniques and methods in managing a library.

Modes of Content Delivery:

1. Classroom/Lab Teaching	✓
2. Online Resources	✓
3. Slides	✓
4. Expert Lecture	
5. Group Discussion	✓
6. Seminar	✓
7. Case Study	✓



ST. THOMAS COLLEGE OF ARTS AND SCIENCE
Lesson Plan for the Even Semester 2020-2021

Name of the Assistant Professor: DR. J. JESUARUL SELVAVIMALI Department : Accounting and Finance shift: I

Class and Section: II B.Com A&F- A

Shift : I

Subject: Principles of Management

Week	Date	Topics
4	18-Jan-21	Unit I : Introduction Definition - Importance
	19-Jan-21	Nature and Scope of Management
	20-Jan-21	Function of Management
	21-Jan-21	Process of Management
	22-Jan-21	Is Management a Science, Art or Profession?
	23-Jan-21	
	24-Jan-21	Sunday
5	25-Jan-21	Debate on Management a Science, Art or Profession
	26-Jan-21	REPUBLIC DAY
	27-Jan-21	Manager - who is manager – Levels of Manager
	28-Jan-21	THAI POOSAM
	29-Jan-21	Categories - Function of Manager
	30-Jan-21	
	31-Jan-21	Sunday

Week	Date	Topics
1	1-Feb-21	Scientific Management
	2-Feb-21	Cond.... Scientific Management
	3-Feb-21	Levels of Management
	4-Feb-21	Contributions to Management by different Schools of thought.
	5-Feb-21	Cond..... Contributions to Management by different Schools of thought.
	6-Feb-21	
	7-Feb-21	Sunday
2	8-Feb-21	Unit II : Planning Nature – Importance -
	9-Feb-21	Essentials of Sound Planning
	10-Feb-21	Types of Planning - Steps in planning
	11-Feb-21	Objectives of Planning – MBO – Evaluation MBO
	12-Feb-21	approaches of management
	13-Feb-21	
	14-Feb-21	Sunday
3	15-Feb-21	Decision making process
	16-Feb-21	Types of Decisions.
	17-Feb-21	Policies – Procedure – Difference
	18-Feb-21	Formulating Various plans, Policies and Procedures
	19-Feb-21	Cond.... Formulating Various plans, Policies and Procedures
	20-Feb-21	
	21-Feb-21	Sunday
4	22-Feb-21	Unit III: Organisation Meaning and Types of organisations .
	23-Feb-21	- Principles - Formal and Informal organisation -
	24-Feb-21	Organisation Structure - Span of Control
	25-Feb-21	Departmentalization - Basis - Meaning and Importance of Departmentalization
	26-Feb-21	Policies - Meaning and Types - Procedures - Forecasting
	27-Feb-21	Cond... Policies - Meaning and Types - Procedures - Forecasting
	28-Feb-21	Sunday

Week	Date	Topics
1	1-Mar-21	INTERNAL ASSESSMENT - I
	2-Mar-21	Revision
	3-Mar-21	INTERNAL ASSESSMENT - I
	4-Mar-21	Revision
	5-Mar-21	INTERNAL ASSESSMENT - I
	6-Mar-21	Revision
	7-Mar-21	Sunday
2	8-Mar-21	INTERNAL ASSESSMENT - I
	9-Mar-21	Revision
	10-Mar-21	INTERNAL ASSESSMENT - I
	11-Mar-21	Unit IV : Authority and Responsibility Authority - Definition - Sources - Limitations -
	12-Mar-21	Difference between Authority and Responsibility
	13-Mar-21	Recruitment – Sources - Procedure
	14-Mar-21	Sunday
3	15-Mar-21	Selection - Process
	16-Mar-21	Training – Importance and methods – Advantages of Training
	17-Mar-21	Delegation of Authority - Meaning - Principles and importance
	18-Mar-21	Process of Elements of Delegation
	19-Mar-21	Centralisation Vs Decentralisation
	20-Mar-21	Difference between Delegation and Decentralisation – Advantages of Decentralization
	21-Mar-21	Sunday
4	22-Mar-21	INTERNAL ASSESSMENT - I
	23-Mar-21	INTERNAL ASSESSMENT - I
	24-Mar-21	INTERNAL ASSESSMENT - I
	25-Mar-21	INTERNAL ASSESSMENT - I
	26-Mar-21	INTERNAL ASSESSMENT - I
	27-Mar-21	
	28-Mar-21	Sunday
5	29-Mar-21	Unit V: Direction Co-ordination & Control: Introduction
	30-Mar-21	Direction - Nature - Purpose.
	31-Mar-21	Co-ordination - Need - Types and Techniques

Week	Date	Topics
1	1-Apr-21	MAUNDY THURSDAY
	2-Apr-21	GOOD FRIDAY
	3-Apr-21	HOLY SATURDAY
	4-Apr-21	EASTER Sunday
2	5-Apr-21	Requisites for Excellent Co-ordination
	6-Apr-21	Principles of Co-ordination – Types of Co-ordination
	7-Apr-21	Steps for Effective Co-ordination
	8-Apr-21	Controlling - Meaning - Importance -
	9-Apr-21	Control Process
	10-Apr-21	Requirements of Effective Control System
	11-Apr-21	Sunday.
3	12-Apr-21	Seminar on Principles of Management
	13-Apr-21	TELUGU NEW YEAR
	14-Apr-21	TAMIL NEW YEAR
	15-Apr-21	Seminar on Delegation and Authority
	16-Apr-21	Seminar on Co-ordination and Control
	17-Apr-21	Seminar on Recruitment – Selection and Training
	18-Apr-21	Sunday.
4	19-Apr-21	Seminar on Management Planning
	20-Apr-21	Seminar on Organizing
	21-Apr-21	Seminar on co-ordination
	22-Apr-21	Revision on Previous Years University Question Bank
	23-Apr-21	Revision on Previous Years University Question Bank
	24-Apr-21	Revision on Previous Years University Question Bank
	25-Apr-21	Sunday.
5	26-Apr-21	Model Examination
	27-Apr-21	Model Examination
	28-Apr-21	Model Examination
	29-Apr-21	Model Examination
	30-Apr-21	Model Examination

Course Objectives:

1. To make the students to understand the basic concepts of management..
2. To prepare the students to know about the significance of the management in Business.
3. To formulate the students to see the control Techniques.

Course Outcomes: Upon completion of this course students will have:

1. Explain the meaning and purpose of management; elucidate scientific management, different levels of management and the managerial skills required
2. Describe managerial functions or elements of management and their importance and limitations and explain general principles of management.
3. Understand the application of modern management techniques and methods in managing a library.

Modes of Content Delivery:

1. Classroom/Lab Teaching	
2. Online Resources	
3. Slides	
4. Expert Lecture	
5. Group Discussion	
6. Seminar	
7. Case Study	



ST. THOMAS COLLEGE OF ARTS AND SCIENCE



Lesson Plan for the Even Semester 2020-2021

Name of the Assistant Professor: DR. D. Janis Bibiyana Department : Accounting and Finance Shift-I

Class and Section: II B.Com A&F- A Shift : I

Subject: Business Communication

Week	Date	Topics
4	18-Jan-21	Unit I : Communication- Definition, Meaning
	19-Jan-21	Types of Communication
	20-Jan-21	Cond..... Types of Communication
	21-Jan-21	Cond..... Types of Communication
	22-Jan-21	Formal and Informal communication – objectives, benefits, Importance
	23-Jan-21	
	24-Jan-21	Sunday
5	25-Jan-21	Types of Communication on the basis of Direction
	26-Jan-21	REPUBLIC DAY
	27-Jan-21	Essentials of Effective communication
	28-Jan-21	THAI POOSAM
	29-Jan-21	Principles of effective communication
	30-Jan-21	
	31-Jan-21	Sunday

Week	Date	Topics
1	1-Feb-21	Barriers to communication
	2-Feb-21	Cond..... Barriers to communication
	3-Feb-21	Cond..... Barriers to communication
	4-Feb-21	Business Letters & Types of Business Letters
	5-Feb-21	Layout
	6-Feb-21	
	7-Feb-21	Sunday
	8-Feb-21	Unit II : Business Letters – Meaning, Kinds of Business Letters
	9-Feb-21	Application for a situation
	10-Feb-21	Model Application letters
	11-Feb-21	Interview letter

	12-Feb-21	Appointment letter & Acknowledgement letter
	13-Feb-21	
	14-Feb-21	Sunday
3	15-Feb-21	Promotion letter
	16-Feb-21	Enquiries
	17-Feb-21	Model enquiry letter
	18-Feb-21	Reply letter to Enquiries
	19-Feb-21	Order letters
	20-Feb-21	
	21-Feb-21	Sunday
4	22-Feb-21	Sales letter
	23-Feb-21	Model Sales letter
	24-Feb-21	Circular Letter
	25-Feb-21	Model Circular Letter
	26-Feb-21	Complaint letter
	27-Feb-21	
	28-Feb-21	Sunday

Week	Date	Topics
1	1-Mar-21	INTERNAL ASSESSMENT - I
	2-Mar-21	Revision
	3-Mar-21	INTERNAL ASSESSMENT - I
	4-Mar-21	Revision
	5-Mar-21	INTERNAL ASSESSMENT - I
	6-Mar-21	
	7-Mar-21	Sunday
2	8-Mar-21	INTERNAL ASSESSMENT - I
	9-Mar-21	Revision
	10-Mar-21	INTERNAL ASSESSMENT - I
	11-Mar-21	Unit III - Correspondence
	12-Mar-21	Bank Correspondence and Situations for bank Correspondence
	13-Mar-21	
	14-Mar-21	Sunday

3	15-Mar-21	Model Bank Correspondence
	16-Mar-21	Insurance Correspondence
	17-Mar-21	Model Insurance Correspondence
	18-Mar-21	Agency Correspondence
	19-Mar-21	Correspondence with Shareholders and Directors
	20-Mar-21	
	21-Mar-21	Sunday
4	22-Mar-21	INTERNAL ASSESSMENT - II
	23-Mar-21	INTERNAL ASSESSMENT - II
	24-Mar-21	INTERNAL ASSESSMENT - II
	25-Mar-21	INTERNAL ASSESSMENT - II
	26-Mar-21	INTERNAL ASSESSMENT - II
	27-Mar-21	
	28-Mar-21	Sunday
5	29-Mar-21	Unit IV Reports and Meetings
	30-Mar-21	Writing of Reports
	31-Mar-21	Meetings

Week	Date	Topics
1	1-Apr-21	MAUNDY THURSDAY
	2-Apr-21	GOOD FRIDAY
	3-Apr-21	HOLY SATURDAY
	4-Apr-21	EASTER Sunday
2	5-Apr-21	Agenda
	6-Apr-21	Minutes
	7-Apr-21	Memorandum
	8-Apr-21	Office order and Circular Notes
	9-Apr-21	UNIT V: Forms of Communication - Modern forms
	10-Apr-21	
	11-Apr-21	Sunday.
3	12-Apr-21	Fax, e-mail
	13-Apr-21	TELUGU NEW YEAR
	14-Apr-21	TAMIL NEW YEAR

	15-Apr-21	Video Conferencing
	16-Apr-21	Internet & Websites
	17-Apr-21	
	18-Apr-21	Sunday.
4	19-Apr-21	Uses of various Forms of Communication
	20-Apr-21	Seminar on Communication
	21-Apr-21	Seminar on Business Letters
	22-Apr-21	Seminar on Modern Forms of Communication
	23-Apr-21	Revision on Previous Years University Question Bank
	24-Apr-21	
	25-Apr-21	Sunday.
5	26-Apr-21	Model Examination
	27-Apr-21	Model Examination
	28-Apr-21	Model Examination
	29-Apr-21	Model Examination
	30-Apr-21	Model Examination

Course Objectives:

4. To make the students to understand the basic concepts of Communication.
5. To prepare the students to know about the significance of the Communication in Business.
6. To formulate the students to see the communication Techniques.

Course Outcomes: Upon completion of this course students will have:

1. Explain the meaning and purpose of communication, different forms of Communication and the skills required to draft business letters
2. Describe communication methods and its importance in the current scenario
3. Understand the application of modern forms of communication techniques.

Modes of Content Delivery:

1. Classroom/Lab Teaching	
2. Online Resources	
3. Slides	
4. Expert Lecture	
5. Group Discussion	
6. Seminar	
7. Case Study	

IQAC Coordinator

Head of the Department

Principal



ST. THOMAS COLLEGE OF ARTS AND SCIENCE
Lesson Plan for the Even Semester 2020-2021



Name of the Assistant Professor: DR. D. Janis Bibiyana Department: Accounting and Finance Shift: I

Class and Section: II B.Com A&F- A

Shift: I

Subject: INDIAN ECONOMY

Week	Date	Topics
4	18-Jan-21	Unit I : Agriculture - Introduction
	19-Jan-21	Contribution to Economic development
	20-Jan-21	Determinants of Economic Development
	21-Jan-21	Importance of Agriculture in India and Basic challenges in Indian Agriculture
	22-Jan-21	
	23-Jan-21	Green revolution – History, Elements
	24-Jan-21	Sunday
5	25-Jan-21	Impact of green revolution
	26-Jan-21	REPUBLIC DAY
	27-Jan-21	Agriculture productivity
	28-Jan-21	THAI POOSAM
	29-Jan-21	
	30-Jan-21	Land reforms
	31-Jan-21	Sunday

Week	Date	Topics
1	1-Feb-21	Cond.... Land reforms
	2-Feb-21	Sources of farm credit
	3-Feb-21	Cond... Sources of farm credit
	4-Feb-21	Food subsidy
	5-Feb-21	
	6-Feb-21	Public Distribution system
	7-Feb-21	Sunday
2	8-Feb-21	Unit II : Industry – Introduction, why industrialization?, Meaning
	9-Feb-21	Industrialization and economic development
	10-Feb-21	Role of Industialisation in Indian Economy
	11-Feb-21	Cond.... Role of Industialisation in Indian Economy
	12-Feb-21	

	13-Feb-21	Industrial development under the planning regime
	14-Feb-21	Sunday
3	15-Feb-21	Stages of economic development
	16-Feb-21	Cond.... Stages of economic development
	17-Feb-21	Factors affecting industrialization in developing countries
	18-Feb-21	Industrial development in India
	19-Feb-21	
	20-Feb-21	New economic policy 1991
	21-Feb-21	Sunday
4	22-Feb-21	Role of Public sectors in Indian Economy
	23-Feb-21	Restructuring public sectors
	24-Feb-21	Cond.... Restructuring public sectors
	25-Feb-21	Role of small scale industries in economic development of India
	26-Feb-21	
	27-Feb-21	Suggestions for rapid Industrial growth
	28-Feb-21	Sunday

Week	Date	Topics
1	1-Mar-21	INTERNAL ASSESSMENT - I
	2-Mar-21	Revision
	3-Mar-21	INTERNAL ASSESSMENT - I
	4-Mar-21	Revision
	5-Mar-21	INTERNAL ASSESSMENT - I
	6-Mar-21	Revision
	7-Mar-21	Sunday
2	8-Mar-21	INTERNAL ASSESSMENT - I
	9-Mar-21	Revision
	10-Mar-21	INTERNAL ASSESSMENT - I
	11-Mar-21	Unit III – Foreign Trade – Introduction, internal and external trade
	12-Mar-21	
	13-Mar-21	Foreign trade before independence and foreign trade policy
	14-Mar-21	Sunday

3	15-Mar-21	Directions of India's Foreign trade
	16-Mar-21	Composition
	17-Mar-21	Special economic Zones
	18-Mar-21	WTO & GATT
	19-Mar-21	
	20-Mar-21	Exim policy
	21-Mar-21	Sunday
4	22-Mar-21	INTERNAL ASSESSMENT - II
	23-Mar-21	INTERNAL ASSESSMENT - II
	24-Mar-21	INTERNAL ASSESSMENT - II
	25-Mar-21	INTERNAL ASSESSMENT - II
	26-Mar-21	INTERNAL ASSESSMENT - II
	27-Mar-21	
	28-Mar-21	Sunday
5	29-Mar-21	Unit IV - Public Finance
	30-Mar-21	Fiscal policy
	31-Mar-21	Components of Fiscal Policy

Week	Date	Topics
1	1-Apr-21	MAUNDY THURSDAY
	2-Apr-21	GOOD FRIDAY
	3-Apr-21	HOLY SATURDAY
	4-Apr-21	EASTER Sunday
2	5-Apr-21	Scope of public finance
	6-Apr-21	Budgets in India
	7-Apr-21	Categories of revenue to Government
	8-Apr-21	Fiscal Policy in Liberalized era
	9-Apr-21	
	10-Apr-21	UNIT V: Information Technology
	11-Apr-21	Sunday.
3	12-Apr-21	Information Technology and Knowledge economy
	13-Apr-21	TELUGU NEW YEAR

	14-Apr-21	TAMIL NEW YEAR
	15-Apr-21	Growth and present state of Information Technology industry
	16-Apr-21	
	17-Apr-21	Future prospects of Information Technology industries
	18-Apr-21	Sunday.
4	19-Apr-21	Seminar on Agriculture
	20-Apr-21	Seminar on Industrialisation
	21-Apr-21	Seminar on Foreign trade
	22-Apr-21	Seminar on Public finance
	23-Apr-21	
	24-Apr-21	Revision on Previous Years University Question Bank
	25-Apr-21	Sunday.
5	26-Apr-21	Model Examination
	27-Apr-21	Model Examination
	28-Apr-21	Model Examination
	29-Apr-21	Model Examination
	30-Apr-21	Model Examination

Course Objectives:

1. To make the students to understand the basic concepts of Indian Economy.
2. To develop ideas of the basic characteristics of Indian Economy, it's potential on natural resources.
3. To educate them about the public finance and knowledge economy.

Course Outcomes: Upon completion of this course students will have:

1. Ideas of the basic characteristics of Indian economy, it's potential on natural resources.
2. Knowledge to analyze the progress and changing nature of agriculture sector and its contribution to the economy as a whole
3. Understand the importance, causes and impact of population growth.

Modes of Content Delivery:



1. Classroom/Lab Teaching	✓
2. Online Resources	
3. Slides	✓
4. Expert Lecture	
5. Group Discussion	✓
6. Seminar	✓
7. Case Study	

IQAC Coordinator

Head of the Department

Principal

Name of the Assistant Professor: DR. D. Janis Bibiyana Department: Accounting and Finance Shift: I

Class and Section: I B.Com A&F- A

Shift: I

Subject: Financial Analytics and Control

Week	Date	Topics
1	18-Jan-21	
	19-Jan-21	
	20-Jan-21	
	21-Jan-21	
	22-Jan-21	
	23-Jan-21	
	24-Jan-21	Sunday
2	25-Jan-21	
	26-Jan-21	REPUBLIC DAY
	27-Jan-21	
	28-Jan-21	THAI POOSAM
	29-Jan-21	
	30-Jan-21	
	31-Jan-21	Sunday

Week	Date	Topics
3	1-Feb-21	
	2-Feb-21	
	3-Feb-21	
	4-Feb-21	
	5-Feb-21	
	6-Feb-21	
	7-Feb-21	Sunday
	8-Feb-21	
	9-Feb-21	
	10-Feb-21	
	11-Feb-21	
	12-Feb-21	

	13-Feb-21	
	14-Feb-21	Sunday
5	15-Feb-21	
	16-Feb-21	
	17-Feb-21	
	18-Feb-21	
	19-Feb-21	
	20-Feb-21	
	21-Feb-21	Sunday
4	22-Feb-21	Unit I : Information system and data Governance - Introduction
	23-Feb-21	Accounting Information System – Meaning, uses and users
	24-Feb-21	AIS Reports, examples
	25-Feb-21	Advantages and Disadvantages of AIS
	26-Feb-21	Enterprise Resource Planning – meaning, types & Features
	27-Feb-21	Uses of ERP & Examples
	28-Feb-21	Sunday

Week	Date	Topics
1	1-Mar-21	Functions of EPR
	2-Mar-21	Enterprise performance management system
	3-Mar-21	Cond... Enterprise performance management system
	4-Mar-21	Cond... Enterprise performance management system
	5-Mar-21	Data Policies and Procedures
	6-Mar-21	Cond..... Data Policies and Procedures
	7-Mar-21	Sunday
2	8-Mar-21	Life cycle of data, Control against security breaches
	9-Mar-21	Unit II : Technology enabled Finance Transformation and Data Analytics - Introduction, Meaning
	10-Mar-21	Cond..... Technology enabled Finance Transformation and Data Analytics
	11-Mar-21	Process Automation
	12-Mar-21	Innovative applications in Data Analytics
	13-Mar-21	Cond.... Innovative applications in Data Analytics

	14-Mar-21	Sunday
3	15-Mar-21	Business Intelligence
	16-Mar-21	Data mining, Data visualization
	17-Mar-21	Analytic Tools
	18-Mar-21	Unit III Cost management Concepts - Meaning and Types – Procedures
	19-Mar-21	Cost behavior and cost objects
	20-Mar-21	Actual and normal costs
	21-Mar-21	Sunday
4	22-Mar-21	Internal Assessment - I
	23-Mar-21	Internal Assessment - I
	24-Mar-21	Internal Assessment - I
	25-Mar-21	Internal Assessment - I
	26-Mar-21	Internal Assessment - I
	27-Mar-21	Standard costs, Absorption costing, Variable costing
	28-Mar-21	Sunday
5	29-Mar-21	Joint and by product costing
	30-Mar-21	Job order costing, Activity based costing management
	31-Mar-21	Process costing, Life cycle costing, Continuous improvement concepts

Week	Date	Topics
1	1-Apr-21	MAUNDY THURSDAY
	2-Apr-21	GOOD FRIDAY
	3-Apr-21	HOLY SATURDAY
	4-Apr-21	EASTER Sunday
2	5-Apr-21	Unit IV Supply chain management – Lean manufacturing, Theory of constraints
	6-Apr-21	Capacity management and analysis, value chain analysis and concepts
	7-Apr-21	Continuous improvement concepts,
	8-Apr-21	Unit V Internal control – Internal control structure
	9-Apr-21	Management Philosophy, Internal control policies
	10-Apr-21	Internal control risks, Corporate governance

	11-Apr-21	Sunday.
3	12-Apr-21	External audit and requirements
	13-Apr-21	TELUGU NEW YEAR
	14-Apr-21	TAMIL NEW YEAR
	15-Apr-21	System control and security measures
	16-Apr-21	Internal Assessment - II
	17-Apr-21	Internal Assessment - III
	18-Apr-21	Sunday.
	4	19-Apr-21
20-Apr-21		Internal Assessment - II
21-Apr-21		Internal Assessment - III
22-Apr-21		Seminar
23-Apr-21		Seminar
24-Apr-21		Revision
25-Apr-21		Sunday.
5	26-Apr-21	MODEL EXAMINATION
	27-Apr-21	MODEL EXAMINATION
	28-Apr-21	MODEL EXAMINATION
	29-Apr-21	MODEL EXAMINATION
	30-Apr-21	MODEL EXAMINATION

Course Objectives:

1. To make the students to understand the basic concepts of financial analytics and control.
2. To prepare the students to know about the significance of financial analytics and control in Business.
3. To understand supply chain management and business process improvement.

Course Outcomes: Upon completion of this course students will have:

1. Collect all necessary and relevant qualitative and quantitative information require to develop a financial plan.
2. Use financial analysis techniques to evaluate firm performance.
3. Calculate budgeting and resource allocation and apply control techniques to enhance firm's effective performance.

3. Understand the application of modern management techniques and methods in managing a library.

Modes of Content Delivery:



1. Classroom/Lab Teaching	✓
2. Online Resources	✓
3. Slides	✓
4. Expert Lecture	
5. Group Discussion	✓
6. Seminar	✓
7. Case Study	✓

IQAC Coordinator

Head of the Department

Principal

ST. THOMAS COLLEGE OF ARTS AND SCIENCE

Lesson Plan for the Even Semester -2021

Name of the Assistant Professor: T.MariSelvam

Department: Accounting and Finance Shift-I

Class and Section: II B.com A
Subject: Advanced Corporate Accounting

Shift : I

Week	Date	Topics
4	18 Jan 21	Introduction -Meaning of AS-14 and concepts
	19 Jan 21	Understanding of Amalgamation, Absorption and External Reconstruction
	20 Jan 21	Concepts of Purchase Consideration and methods
	21 Jan 21	Problem Solving
	22 Jan 21	Problem Solving
	23 Jan 21	Problem Solving
	24 Jan 21	SUNDAY
5	25 Jan 21	Problem Solving
	26 Jan 21	Republic Day
	27 Jan 21	Problem Solving
	28 Jan 21	Thai Poosam
	29 Jan 21	Problem Solving
	30 Jan 21	Problem Solving
	31 Jan 21	SUNDAY
1	1 Feb 21	Holding Company Accounts-Introduction
	2 Feb 21	Meaning and Definition of Holding company and Subsidiary company
	3 Feb 21	Calculation of Holding-minority ratio
	4 Feb 21	Problem Solving
	5 Feb 21	Problem Solving
	6 Feb 21	Calculation of Revenue profit and capital profit
	7 Feb 21	SUNDAY
2	8 Feb 21	Problem Solving
	9 Feb 21	Problem Solving
	10 Feb 21	Calculation of Minority interest
	11 Feb 21	Problem Solving
	12 Feb 21	Consolidated Balance Sheet
	13 Feb 21	Problem Solving
	14 Feb 21	SUNDAY
3	15 Feb 21	Bank Accounts-Introduction
	16 Feb 21	Guidelines of RBI for Profit and Loss Account and Balance sheet
	17 Feb 21	Non-Performing Assets -Meaning and Provision
	18 Feb 21	Concepts of Rebate on Bills discounted and Interest on doubtful debts
	19 Feb 21	Preparation of Profit and Loss Account- Problem Solving

	20 Feb 21	Problem Solving
	21 Feb 21	Sunday
4	22 Feb 21	Problem Solving
	23 Feb 21	Problem Solving
	24 Feb 21	Problem Solving
	25 Feb 21	Preparation of Balance sheet
	26 Feb 21	Problem Solving
	27 Feb 21	Problem Solving
	28 Feb 21	SUNDAY
1	1 March 21	Internal Assessment test-I
	2 March 21	Insurance Company Accounts -Introduction
	3 March 21	Internal Assessment test-I
	4 March 21	Preparation of Final Accounts of Life Insurance Accounts
	5 March 21	Internal Assessment test-I
	6 March 21	Problem Solving
	7 March 21	SUNDAY
2	8 March 21	Internal Assessment test-I
	9 March 21	Problem Solving
	10 March 21	Internal Assessment test-I
	11 March 21	Preparation of Final Accounts of General Insurance Accounts
	12 March 21	Preparation of Final Accounts of Life Insurance Accounts
	13 March 21	Preparation of Final Accounts of Life Insurance Accounts
	14 March 21	SUNDAY
3	15 March 21	Preparation of Final Accounts of Life Insurance Accounts
	16 March 21	Preparation of Final Accounts of Life Insurance Accounts-Problems
	17 March 21	Problem Solving
	18 March 21	Problem Solving
	19 March 21	Problem solving
	20 March 21	Problem solving
	21 March 21	SUNDAY
4	22 March 21	Assessment Exam -II
	23 March 21	Assessment Exam -II
	24 March 21	Assessment Exam -II
	25 March 21	Assessment Exam -II

	26 March 21	Assessment Exam -II
	27 March 21	Internal assessment test paper discussion
	28 March 21	SUNDAY
5	29 March 21	Liquidation of Companies-Introduction
	30 March 21	Modes of winding up
	31 March 21	Liquidator's final statement of account
1	1 April 21	Problem solving
	2 April 21	GOOD FRIDAY
	3 April 21	HOLY SATURDAY
	4 April 21	EASTER
2	5 April 21	Problem solving
	6 April 21	Problem solving
	7 April 21	Problem solving
	8 April 21	Problem solving
	9 April 21	Price level changes-Introduction
	10 April 21	Problem solving
	11 April 21	SUNDAY
3	12 April 21	Problem solving
	13 April 21	TELUGU NEW YEAR
	14 April 21	TAMIL NEW YEAR
	15 April 21	Human Resource Accounting-Meaning
	16 April 21	Objectives of Human Resources Accounting
	17 April 21	Previous year Question paper-discussion
	18 April 21	SUNDAY
4	19 April 21	previous year Question paper-discussion
	20 April 21	previous year Question paper-discussion
	21 April 21	previous year Question paper-discussion
	22 April 21	previous year Question paper-discussion
	23 April 21	previous year Question paper-discussion
	24 April 21	previous year Question paper-discussion
	25 April 21	SUNDAY
5	26 April 21	MODEL EXAMINATION
	27 April 21	MODEL EXAMINATION
	28 April 21	MODEL EXAMINATION

	29 April 21	MODEL EXAMINATION
	30 April 21	MODEL EXAMINATION

Course Objectives:

1. To understand the advanced issues in accounting and create the ability to prepare consolidated accounts.
2. Ability to analyze complex issues to formulate well-reasoned and to reach well considered conclusions.
3. To provide comprehensive knowledge in advanced corporate accounting issues.

Course Outcomes: Upon completion of this course students will have:

1. Enlighten the students on the accounting of amputation, absorption and External Reconstruction.
2. Demonstrate the preparation of Liquidator final statements of an account.
3. Draft final accounts for Banking and Insurance Companies.

Modes of Content Delivery:

1. Classroom/Lab Teaching	
2. Online Resources	
3. Slides	
4. Expert Lecture	
5. Group Discussion	
6. Seminar	
7. Case Study	

IQAC Coordinator

Head of the Department

Principal



ST. THOMAS COLLEGE OF ARTS AND SCIENCE



Lesson Plan for the Even Semester -2021

Name of the Assistant Professor: T.MariSelvam

Department: Accounting and Finance Shift-I

Class and Section: II B.com A

Shift : I

Subject: Financial Services

Week	Date	Topics
4	18 Jan 21	
	19 Jan 21	
	20 Jan 21	
	21 Jan 21	Meaning and Definition of Financial services
	22 Jan 21	Features and objectives of Financial services
	23 Jan 21	
	24 Jan 21	Sunday
5	25 Jan 21	
	26 Jan 21	
	27 Jan 21	Types and Function of Financial Services
	28 Jan 21	
	29 Jan 21	Major player in Financial Service and growth of financial services in India
	30 Jan 21	
	31 Jan 21	Sunday
1	1 Feb 21	
	2 Feb 21	
	3 Feb 21	Merchant Banking -Introduction
	4 Feb 21	
	5 Feb 21	
	6 Feb 21	
	7 Feb 21	Sunday
2	8 Feb 21	Functions of Merchant Banking
	9 Feb 21	SEBI guidelines for merchant bankers
	10 Feb 21	Functions of New issue Market
	11 Feb 21	Meaning and definitions of stock exchange
	12 Feb 21	Functions of stock exchange
	13 Feb 21	Kinds of listing
	14 Feb 21	Sunday
3	15 Feb 21	SEBI-Introduction
	16 Feb 21	SEBI-objectives and features
	17 Feb 21	Powers and functions of SEBI

	18 Feb 21	SEBI Guidelines for Primary and secondary market
	19 Feb 21	Capital market -Meaning, Importance and features.
	20 Feb 21	Functions of capital market
	21 Feb 21	SUNDAY
4	22 Feb 21	Meaning and definition of money market
	23 Feb 21	Distinction between a money market and capital market
	24 Feb 21	Functions of money market
	25 Feb 21	Leasing-Introduction
	26 Feb 21	Features of lease and lease agreement
	27 Feb 21	Leasing and Hire Purchase -difference
	28 Feb 21	SUNDAY
1	1 March 21	Internal Assessment test-I
	2 March 21	Revision
	3 March 21	Internal Assessment test-I
	4 March 21	Revision
	5 March 21	Internal Assessment test-I
	6 March 21	Advantages and disadvantages of leasing
	7 March 21	SUNDAY
2	8 March 21	Revision
	9 March 21	Functions of factoring
	10 March 21	Revision
	11 March 21	Factoring services in India and problems
	12 March 21	Consumer Finance -Introduction
	13 March 21	Importance and advantages of consumer finance
	14 March 21	SUNDAY
3	15 March 21	Factors determining demand for consumer finance
	16 March 21	Modes of consumer finance
	17 March 21	Procedure followed by banks in granting consumer loans
	18 March 21	Seminar
	19 March 21	Seminar
	20 March 21	Seminar
	21 March 21	SUNDAY
4	22 March 21	Internal Assessment Test-II
	23 March 21	Internal Assessment Test-II

	24 March 21	Internal Assessment Test-II
	25 March 21	Internal Assessment Test-II
	26 March 21	Internal Assessment Test-II
	27 March 21	Question paper discussion
	28 March 21	SUNDAY
5	29 March 21	Venture capital -Introduction
	30 March 21	Features and objectives of venture capital
	31 March 21	Origin and growth of venture capital in India
1	1 April 21	Methods of venture capital
	2 April 21	GOOD FRIDAY
	3 April 21	HOLY SATURDAY
	4 April 21	EASTER
2	5 April 21	Methods of venture capital
	6 April 21	Guidelines for venture capital
	7 April 21	Credit Rating-Introduction
	8 April 21	Types of credit rating
	9 April 21	Credit Rating Agencies in India
	10 April 21	Insurance -types and functions
	11 April 21	SUNDAY
3	12 April 21	Functions of IRDA
	13 April 21	TELUGU NEW YEAR
	14 April 21	TAMIL NEW YEAR
	15 April 21	Concepts of Mutual funds
	16 April 21	SEBI Guidelines for mutual funds
	17 April 21	Types of mutual funds
	18 April 21	SUNDAY
4	19 April 21	Pension Investment Policy -concepts
	20 April 21	Seminar
	21 April 21	Seminar
	22 April 21	Seminar
	23 April 21	Seminar
	24 April 21	Seminar
	25 April 21	Sun
5	26 April 21	MODEL EXAMINATION

	27 April 21	MODEL EXAMINATION
	28 April 21	MODEL EXAMINATION
	29 April 21	MODEL EXAMINATION
	30 April 21	MODEL EXAMINATION

Course Objectives:

1. To familiarize the students with the nature and scope of various types of financial services.
2. To understand the types of products, investments and planning process.
3. To acquire the skills necessary to manage a financial firm to describe and apply financial services.

Course Outcomes: Upon completion of this course students will have:

1. Discuss about the Indian Financial System.
2. Examine the function of stock exchange and SEBI guidelines
3. Demonstrate the overview of money market and capital market.

Modes of Content Delivery:

1. Classroom/Lab Teaching	✓
2. Online Resources	✓
3. Slides	✓
4. Expert Lecture	✓
5. Group Discussion	✓
6. Seminar	✓
7. Case Study	✓

IQAC Coordinator

Head of the Department

Principal



ST. THOMAS COLLEGE OF ARTS AND SCIENCE



Lesson Plan for the Even Semester -2021

Name of the Assistant Professor: T.MariSelvam

Department: Accounting and Finance shift-I

Class and Section: I B.com A

Shift : I

Subject: Advanced Financial Accounting

Week	Date	Topics
4	18 Jan 21	
	19 Jan 21	
	20 Jan 21	
	21 Jan 21	
	22 Jan 21	
	23 Jan 21	
	24 Jan 21	Sunday
5	25 Jan 21	
	26 Jan 21	
	27 Jan 21	
	28 Jan 21	
	29 Jan 21	
	30 Jan 21	
	31 Jan 21	Sunday
1	1 Feb 21	
	2 Feb 21	
	3 Feb 21	
	4 Feb 21	
	5 Feb 21	
	6 Feb 21	
	7 Feb 21	Sunday
2	8 Feb 21	
	9 Feb 21	
	10 Feb 21	
	11 Feb 21	
	12 Feb 21	
	13 Feb 21	
	14 Feb 21	Sunday
3	15 Feb 21	
	16 Feb 21	
	17 Feb 21	

	18 Feb 21	
	19 Feb 21	
	20 Feb 21	
	21 Feb 21	Sun
4	22 Feb 21	Branch Accounts-Introduction
	23 Feb 21	Types of Branches
	24 Feb 21	Branch Account-problem solving
	25 Feb 21	Problem Solving
	26 Feb 21	Problem Solving
	27 Feb 21	Problem solving
	28 Feb 21	Sunday
1	1 March 21	Calculation of closing stock and manager's commission
	2 March 21	Stock and Debtors System-Problem solving
	3 March 21	Problem Solving
	4 March 21	Problem Solving
	5 March 21	Departmental Accounting-Introduction
	6 March 21	Distinction between departments and branches
	7 March 21	Sunday
2	8 March 21	Methods and Techniques of Departmental Accounting
	9 March 21	Inter-departmental transfer-concepts
	10 March 21	Preparation of Department Trading and Profit and loss account
	11 March 21	Problem Solving
	12 March 21	Problem Solving
	13 March 21	Problem Solving
	14 March 21	Sunday
3	15 March 21	Problem Solving
	16 March 21	Partnership -fundamentals
	17 March 21	Calculation of new profit-sharing ratio and sacrificing ratio
	18 March 21	Adjustment Regarding Goodwill of the firm
	19 March 21	Calculation of Average profit
	20 March 21	Calculation of weighted average profit ratio
	21 March 21	Sunday
4	22 March 21	Internal Assessment test -I
	23 March 21	Internal Assessment test -I

	24 March 21	Internal Assessment test -I
	25 March 21	Internal Assessment test -I
	26 March 21	Internal Assessment test -I
	27 March 21	Problem discussion
	28 March 21	Sunday
5	29 March 21	Calculation of Super profit ratio
	30 March 21	Calculation of capitalization method
	31 March 21	preparation of Revaluation of assets and liabilities
1	1 April 21	Problem solving
	2 April 21	GOOD FRIDAY
	3 April 21	HOLY SATURDAY
	4 April 21	EASTER
2	5 April 21	Prepare Revaluation account and Balance sheet
	6 April 21	Prepare Revaluation account and Balance sheet
	7 April 21	Prepare Revaluation account and Balance sheet
	8 April 21	Prepare Revaluation account and Balance sheet
	9 April 21	Prepare Revaluation account and Balance sheet
	10 April 21	Internal Assessment test-II
	11 April 21	Sunday
3	12 April 21	Internal Assessment test-II
	13 April 21	TELUGU NEW YEAR
	14 April 21	TAMIL NEW YEAR
	15 April 21	Internal Assessment test-II
	16 April 21	Internal Assessment test-II
	17 April 21	Internal Assessment test-II
	18 April 21	Sunday
4	19 April 21	Advantages and limitations of HR
	20 April 21	Seminar
	21 April 21	Seminar
	22 April 21	Seminar
	23 April 21	Seminar
	24 April 21	Previous question paper discussion
	25 April 21	Sunday
5	26 April 21	MODEL EXAMINATION

	27 April 21	MODEL EXAMINATION
	28 April 21	MODEL EXAMINATION
	29 April 21	MODEL EXAMINATION
	30 April 21	MODEL EXAMINATION

Course Objectives:

1. To provide a comprehensive study of advanced financial accounting theory and accounting.
2. To give in-depth idea about the rules for compiling financial information reflected in financial statements.
3. To make the students apply for financial decision making while admission, retirement and death of partner.

Course Outcomes: Upon completion of this course students will have:

1. Analyses the types of branches and its accounting procedures
2. Understand the main accounting statements for various departments.
3. Enumerate the system of partnership firms towards admission, retirement and death of partner

Modes of Content Delivery:

1. Classroom/Lab Teaching	✓
2. Online Resources	✓
3. Slides	✓
4. Expert Lecture	✓
5. Group Discussion	✓
6. Seminar	✓
7. Case Study	✓

IQAC Coordinator

Head of the Department

Principal

