

# I – Academic Planner

## A. Teaching Plan ( Year : 2020-21)

Teacher's Name: Aman Verma    Department: Commerce

S. No.	UPC	Paper Name	Core/AECC/GE/SEC	Topic/Unit	Start Date	End Date
<b>ODD SEMESTER (2020) – INCOME TAX LAW AND PRACTICE (B.COM SEM III), E-COMMERCE(B.COM HONORS SEM III), ADVERTISING(B.COM HONORS SEM V)</b>						
1.	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Unit 1: Basic Concepts: Income, agricultural income, Person, assessee, assessment year, previous year, GTI, Total Income, PAN.	10/8/2020	21/8/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Residential Status, Scope of total income on the basis of residential status, Exempted income under section 10	22/8/2020	29/8/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Unit 2: Computation of income under different heads: -Income from Salaries -Income from House Property	5/9/2020	30/9/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Unit 3: Computation of income under different heads: - Profits and gains of business or profession - Capital Gains - Income from other sources	2/10/2020	26/10/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Unit 4: Total income and tax computation: - Clubbing of Income - Set-off and carry forward of losses - Deductions from GTI, Rebate and reliefs	27/10/2020	7/11/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Unit 5: Computation of Total Income of individuals and firms	9/11/2020	18/11/2020
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Practical Classes of E-Filing of ITR 2	Every Saturday	
	52417 501	Income Tax Law and Practice (B.Com Sem III)	Core	Revision of Syllabus	19/11/2020	28/11/2020
2.	22417 510	Advertising (B.Com Honors Sem V)	DSE	Unit 1: Introduction	10/8/2020	31/8/2020
	22417 510	Advertising (B.Com Honors Sem V)	DSE	Unit 2: Media Decisions	1/9/2020	29/9/2020
	22417 510	Advertising (B.Com Honors Sem V)	DSE	Unit 3: Message Development	3/10/2020	27/10/2020
	22417 510	Advertising (B.Com Honors Sem V)	DSE	Revision	31/10/2020	28/11/2020
3.	22413 301	E-Commerce (B.Com Honors Sem III)	SEC	Unit 3: Website Designing: Introduction to HTML, tags, attributes. Text formatting, fonts, hypertext links, tables,	10/8/2020	28/11/2020

				forms, images, lists, forms, frames, cascading style sheets (2 lab classes per week per batch)		
<b>EVEN SEMESTER (2021)- COST ACCOUNTING(B.COM SEM IV), E-COMMERCE(SEM IV)</b>						
1.	52414 404	Cost Accounting	Core	Unit 1: Introduction	2/1/2021	13/1/2021
	52414 404	Cost Accounting	Core	Unit 2: a) Materials Labour	14/1/2021	3/2/2021
	52414 404	Cost Accounting	Core	Unit 3: Overhead	4/2/2021	22/2/2021
	52414 404	Cost Accounting	Core	Unit 4: Methods of Costing (online classes) Unit Costing Job Costing Contract Costing Process Costing	23/2/2021	1/4/2021
	52414 404	Cost Accounting	Core	Unit 5:Service Costing and Accounting System (online classes)	3/4/2021	17/4/2021
	52414 404	Cost Accounting	Core	Revision of Syllabus (online classes)	19/4/2021	29/4/2021
2.	52413 401	<b>E-Commerce</b>	<b>SEC</b>	Unit 2: Planning Online Business Website Design including various tags like font, paragraph, image, hyperlinks etc. (Practical labs of 2 per week per batch and there were total 4 batches) (through online lectures during lockdown period)	2/1/2021	29/4/2021

**B. Internal Assessment: House Exam (Test/Presentation etc.) & Assignment\***

Course Code	Course Name	Unique Paper Code	Topic Name	Day and Date	Date/s of Exhibiting the Assessment Sheet to students, Discussing the marks, Returning/Retaining
<b>BC 3.2</b>	Income Tax Law and Practice (B.Com Sem III)	52417501	Unit 1 to Unit 3	6/11/2020	As per class timings
<b>BCH 5.4(c)</b>	Advertising (B.Com Honors Sem V)	22417510	Unit 1 to Unit 3	31/10/2020	As per class timings
<b>BCH 3.5(a)</b>	E-Commerce (B.Com Honors Sem III)	22413301	Unit 3	7/11/2020	As per class timings
<b>BC 4.3</b>	Cost Accounting	52414404	Internal test based on 70% syllabus	6/04/2021	As per class timings
<b>BC 4.4 (a)</b>	E-Commerce	52413401	Website Design Assignment	5/04/2021	As per class timings

--	--	--	--	--	--

**\*Marks of the Internal Assessment to be submitted to the College 15 days before the last working day of every semester**

**B. Organization of Department/College Society Meetings by Staff Advisor/Convener**

<b>Department/Society</b>	<b>Meeting Date</b>	<b>Purpose</b>
Department of Commerce	27/5/2020	1) Finalization of Internal Assessment 2) Mentor Mentee record 3) Any other matter
	13/6/2020	1) Intricacies related to conduct of Open Book Exam 2) Grading of 1st and 2nd year students
	21/8/2020	1) Convener and Co-convener -FIC 2) Convener and Co-convener -COMSOC 3) Superintendent- Practical Examination 4) Any other matter
IQAC	12/9/2020	Discussion on new NAAC criteria, and Relevant questions related to the need for compilation of data for 2019-2020