

S.NO	HOUR	PORTIONS TO BE COVERED	MODE OF INSTRUCTIONS/DELIVERY (CHALK & TALK/PPT/FLIPPED CLASS etc
		UNIT- I	
1.	1	Management Accounting	Chalk and Talk
2.	2.	Meaning and Nature	Chalk and Talk
3.	1.	Scope of management a/c	PPT
4.	1.	Objectives of Management a/c	Chalk and Talk
5.	1	Merits of management a/c	PPT
6.	1	Demerits of Management a/c	PPT
7.	1.	Difference between management a/c and cost a/c	Chalk and Talk
8.	1.	Difference between cost and financial a/c	PPT
9.	6	Tools and Techniques of management a/c	chalk and talk
		UNIT-II	
10.	1.	Ratio Analysis - Meaning	PPT
11.	1.	Significance of Ratio analysis	PPT
12.	2.	Classification of Ratio analysis	PPT
13.	3	Liquidity- meaning and problems	Chalk & Talk
14.	3	Profitability- meaning, formula and problems	Chalk and Talk

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15.	2	Solvency - meaning, formula and sums	Chalk and Talk
16.	2.	profitability - meaning and formula, sums	Chalk and Talk
17.	1.	Limitations of Ratio analysis	ppt
		UNIT-III	
18.	6	fund flow analysis - } meaning definition & sums	
19.	6	Cash flow analysis	
20.	3	Direct & Indirect method	
		UNIT-IV	
21.	1	Cost volume	Chalk and Talk
22.	1	profit analysis	Chalk and Talk
23.	4	Marginal costing	Chalk and Talk
24.	4	Break even analysis	Chalk and Talk
25.	3	managerial application of managerial costing	Chalk and Talk
26.	1	Significance	ppt

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27.	1	Limitation of marginal costing	PPT
		UNIT-V	
28	2	Budgeting control & definition	PPT
29.	1.	Importance of budgeting	PPT
30.	1	Essentials of budgeting	PPT
31.	2	preparation of Traditional Budget	Chalk and Talk
32.	2	Cash budget	Chalk and Talk
33.	2	production budget	
34.	2	Sales budget	
35.	1	flexible budget	PPT
36.	2	Importance and Classification	PPT

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Coimbatore - 641 029.



LESSON PLAN

Department of **COMMERCE**

Batch : **2019-2022**

Semester : **EVEN**

Name of the Staff: **M & S. SARANYA**

Name of the Subject: **COMPUTER APPLICATION (TALLY & INTERNET)
PRACTICAL - III**

S.NO	HOUR	PORTIONS TO BE COVERED	MODE OF INSTRUCTIONS/DELIVERY (CHALK & TALK/PPT/FLIPPED CLASS etc
		TALLY	
1.	2	Use of cost centres for allocation of expenses	PROJECTOR
2.	2	Scenario management	PROJECTOR
3.	2	Interest Calculation (Simple and Multiple)	PROJECTOR
4.	3	TDS Computations	PROJECTOR
5.	3	GST Computation	PROJECTOR
6.	3	Sales & purchase order Processing	PROJECTOR
7.	2	preparing price list	PROJECTOR
8.	2	prepare bill of material	PROJECTOR
9.	2	Using track number & errors for additional costs of purchase	PROJECTOR
10.	3	Maintain re-order levels for inventory items	PROJECTOR

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S.NO	HOUR	PORTIONS TO BE COVERED	MODE OF INSTRUCTIONS/DELIVERY (CHALK & TALK/PPT/FLIPPED CLASS etc
		UNIT-I	
1.	2	Indian Companies act 2013	Chalk and talk
2.	1	Company, meaning & definition	Chalk and talk
3.	1	Features of Company	PPT
4.	2	Formation of Company	Chalk and talk
5.	2	Registration of Company	Chalk and talk
6.	2	Kinds of Companies	PPT
7.	1	Difference between public and private Company	Chalk and talk
8.	2	Privileges of a private company	Chalk and talk
9.	2	Conversion of a private Company into public Company	Chalk and talk
		UNIT-II	
10.	2	Memorandum of Association-meaning	Chalk and talk
11.	2	Importance of memorandum	PPT
12.	2	Alteration of memorandum	Chalk and talk
13.	1	Doctrine of Ultra Vires	Chalk and talk
14.	1	Articles of Association-meaning	PPT

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15.	1	Doctrine of Constructive notice	Chalk and talk
16.	1	Doctrine of Indoor management	Chalk and talk
17.	2	Alteration of Articles	PPT
18.	1	Prospectus - Meaning, issues	Chalk and talk
19.	2	Contents of prospectus	Chalk and talk
		<u>UNIT - III</u>	
20.	1	Shares - Meaning & Types	PPT
21.	2	Types of Shares, features	PPT
22.	1	Debenture, meaning, features	Chalk and talk
23.	2	Types of debenture	Chalk and talk
24.	2	Allotment of Shares	Chalk and talk
25.	1	Valid allotment	Chalk and talk
26.	1	Irregular allotment	Chalk and talk
27.	1	Effect of irregular allotment	Chalk and talk
28.	1	Share Certificate	PPT

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29.	1	Share Warrant	PPT
30.	1	Transfer of Shares	Chalk and Talk
31.	1	Transmission of Shares	Chalk and Talk
		<u>UNIT-IV</u>	
32.	1	Company management. Meaning	PPT
33.	2	Board of directors meaning and appointment	PPT
34.	1	Qualification of board of director	PPT
35.	1	powers and duties of BOD	PPT
36.	1	Liabilities and position of Board of directors	PPT
37.	1	women directors - meaning and position	Chalk and Talk
38.	1	managing director - meaning powers and duties	Chalk and Talk
39.	1	manager - meaning, powers and duties	Chalk and Talk
40.	1	Company Secretary - appointment	Chalk and Talk
41.	1	Qualification of Company Secretary	Chalk and Talk
42.	1	powers and duties of Company Secretary	Chalk and Talk

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S.NO	HOUR	PORTIONS TO BE COVERED	MODE OF INSTRUCTIONS/DELIVERY (CHALK & TALK/PPT/FLIPPED CLASS etc
43.	1	Position + standards of Company Secretary	Chalk and Talk
44.	1	powers of Company Secretary	Chalk and Talk
45.	1	Corporate Social responsibility	Chalk and Talk
		UNIT-V	
46.	2	Company meeting -Types	ppt
47.	2	Resolution - kinds	Chalk and Talk
48.	1	minutes-Hints of minutes	Chalk and Talk
49.	2	Quorum and proxy	Chalk and Talk
50.	2	Winding up of Companies	Chalk and Talk
51.	2	Various modes of winding up- compulsory	ppt
52.	2	Voluntary winding up by the members	ppt
53.	2	Voluntary winding up by the creditors	Chalk and talk

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LESSON PLAN

Department of COMMERCE

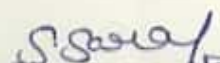
Batch : 2021-2024

Semester : EVEN

Name of the Staff: MS- S. SARANYA

Name of the Subject: MORAL AND ETHICS

S.NO	HOUR	PORTIONS TO BE COVERED	MODE OF INSTRUCTIONS/DELIVERY (CHALK & TALK/PPT/FLIPPED CLASS etc
		UNIT-I	
1.	1	MORAL & Ethics-Introduction	Chalk & Talk
2.	1	Meaning of moral & Ethics	Chalk & Talk
3	1	Social ethics	Chalk & talk
4.	2	Ethics & culture	PPT
5	1	Aims of Education	PPT
		UNIT-II	
6.	1	Life & Teachings of Swami vivekananda	PPT
7	2	Birth & Childhood days of Swami vivekananda	Chalk & talk
8.	1	At the parliament of Religions	Chalk & talk
9	2	Teachings of Swami vivekananda	Chalk & talk


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TOTAL No of Hours: 15 hours
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