

## Lecture Planning Starting w.e.

Name of the Institute : Aravali College of Engineering and Management

Name of teacher with designation: Ms. Deeksha Bhatla Assistant Professor

Department: Management

Month	Class	Topic/ Chapter to be covered
January	C1,C2,C3	Evolution, scope and function of finance managers
	C4	objectives of financial management
	C5,C6	profit vs. wealth maximization
	C7	time value of money
	C8,C9,C10,C11	time value of money practical
February	C12,C13	UNIT-II Investment Decisions
	C14	Brief introduction of cost of capital
	C15,C16	methods of capital budgeting; ARR, PBP,
March	C17,C18	NPV and IRR, capital rationing (simple problems on capital budgeting methods).
	C19	UNIT-III Financing decision: operational and financial leverage
	,C20	capital structure theories – NI, NOI
	C21	traditional approach; EPS-EBIT Analysis
	C22	traditional approach; EPS-EBIT Analysis (practical)

April	C23,C24	UNIT-IV Dividend decision and Management of working capital
	C25,C26	determinants of dividend policy; Walter's Dividend Model
	C27,C28	Operating Cycle, brief discussion on management of cash
	C29,C30,C31	receivable and inventory (simple problem on operating cycle and inventory management).
	C32	Rvision

### Lecture Planning Starting w.e.

Name of the Institute : Aravali College of Engineering and Management

Name of teacher with designation: Ms. Rashmi Chauhan, Assistant Professor

Department: Management (BBA 4th SEM)

Month	Class	Topic/ Chapter to be covered
<b>UNIT 1</b>		
January	C1,C2	Nature and scope of HRM, HRM objectives and functions
	C3, C4	HRM policies
	C5,C6	HRM in globally competitive environment
	C7, C8	Strategic human resource management
	C8	HR outsourcing -BPO,KPO..
<b>UNIT 2</b>		
February	C14	Acquiring human resources – human resources planning
	C15, C16	Job analysis and job design
	C17	Employee involvement, flexible work schedule
	C18	Recruitment, selecting human resources ,placemnt and induction,right sizing
<b>UNIT 3</b>		
	C21, C22	Employee training, training need assessment, training methods and evaluation

March	C23, C24	Cross -cultural training,designing executive development programme,techniques of executive development
	C25,C26	career planning and development.Employee retention,Succession planning..
<b>UNIT 4</b>		
April	C30, C31	Establishing the performance management system
	C32	Establishing rewards and pay plans,employee benefits
	C33,	Ensuring a safe and healthy work environment
	C34	Balance Score Card, Competency based HRM.

## **Business Research Methods (Lecture Plannin**

BBA 4h Semester

Name of the Institute : **Aravali College of Engineering and Management**

Name of teacher with des Munish Nagar (Assistant Professor)

Department: Management Studies

Month	Class	Topic/ Chapter to be covered
<b>Unit -1</b>		
January	1	Business Research – Meaning
January	1	Managerial value of business research
January	2	Theory and research – component
January	1	Concept, Constructs, definition of variables
January	1	Proposition and hypothesis
January	1	deductive and inductive theory
January	2	Purpose and types of research proposal
January	1	Revision
<b>Unit -2</b>		
February	2	Research Design – Meaning, classification
February	1	Elements of research design
February	2	Methods and categories of exploratory research
February	1	Basic issues in experimental design
February	1	Classification of experimental design
February	2	Concept and their measurement
February	1	Measurement scales
February	1	Revision
February	1	Test

<b>Unit- 3</b>		
March	2	Sample design
March	1	Sampling procedure
March	1	Determination of sample size
March	2	Research methods of collecting primary data
March	1	Issues in construction of questionnaire
March	1	Revision
March	1	Test
<b>Unit -4</b>		
March	2	Statistical techniques of data analysis
March	1	nature and types of descriptive
April	1	Uni-variate and bivariate tests of statistical significance
April	1	Meaning and types of research report
April	1	Ingredients of research report.
April	1	Revision
April	2	Revision of Full Course
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### Lecture Planning Starting w.e.f. January 2018

1. Name of the Institute: Aravali College of Engineering & Management
2. Name of the Teacher with Designation: Dr. Dolly Kumar, Assistant Profes
3. Department: Management

Feb. 18	14,15	Purpose & Meaning of the contract of Guarantee, K
	16-20	Rights & Obligations of creditors, Rights , Liabilities
	21-23	Contract of Indemnity, Bailment & its kinds, Duties
	24-25	Rights & Duties of a Pleder & Pledgee
<b>Unit-3</b>		
18.Mär	26,27	Definition and essential of a contract of Sale, Condi
	28-30	Passing of property in goods, Performance of Contr
	31-34	Right of Unpaid Seller
<b>Unit-4</b>		
18.Apr	35-37	Meaning & essential elements of a negotiable instru
	38-40	Holder & holder in due course, negotiation, Dishon
	41-42	Meaning & Scope of IT, Digital Signature, Electronic
	43-44	Duties of Subscribers, Penalties adjudication and Offend

	45-46	RTI Act:2005 Purpose ,Rights & Exemption

## Lecture Planning Starting w.e.

Name of the Institute : Aravali College of Engineering and Management

Name of teacher with designation: Mr. Nalin Sharma, Assistant Professor

Department: Computer Science

Month	Class	Topic/ Chapter to be covered
January	1	Introduction – meaning, nature
January	2	concepts, advantages and reasons for transacting online
January	3	categories of e-commerce
January	4	planning online business
January	5	nature and dynamics of the internet
January	6	pure online vs. brick and click business
January	7	assessing requirement for an online business
January	8	designing, developing and deploying the system
January	9	one to one enterprise
	10	Revision
February	11	Technology for online business – internet
February	12	IT infrastructure; middleware contents
February	13	text and integrating e-business applications
February	14	mechanism of making payment through internet
February	15	online payment mechanism,
February	16	electronic payment systems,
February	17	payment gateways, visitors to website, tools for promoting website;
February	18	plastic money: debit card, credit card
February	19	laws relating to online transactions.
February	20	Revision
February	21	Applications in e-commerce – e-commerce applications in manufacturing
February	22	Applications in e-commerce – e-commerce applications in manufacturing
March	23	wholesale, retail and service sector.
March	24	Revision
March	25	Virtual existence – concepts, working
March	26	advantages and pitfalls of virtual organizations

March	27	workface, work zone and workspace and staff less organization
March	28	designing on E-commerce model for a middle level organization
March	29	the conceptual design, giving description of its transaction handling
March	30	infrastructure and resources required and system flow chart
March	31	security in e-commerce: digital signatures,
March	32	network security
April	33	data encryption secret keys
April	34	data encryption
April	35	Revision

### **Lecture Planning Starting w.e.f January 2018 Hu**

Name of the Institute : Aravali College of Engineering & Management

Name of teacher with designation: Gunjan Chawla ,Assistant Professor

Department: Management

Month	Class	Topic/ Chapter to be covered
		<b>UNIT 1</b>
JAN	Class 1	Concept of Human Rights
JAN	Class 2	Indian and international perspectives of Human Rights
JAN	Class 3,4	Evolution of Human Rights
JAN	Class 5,6	Human Rights movements in India
JAN	Class 7	Classification of Human Rights
JAN	Class 8,9	Relevant Constitutional Provisions to Right to Life
JAN	Class 10	Liberty and Dignity
JAN		Right to Equality, Right against
JAN	Class11	Exploitation,
JAN	Class 12	Cultural and Educational Rights, Economic Rights
JAN	Class 13,14	Political Rights and Social Rights.
		<b>UNIT 2</b>
FEB	Class 15,16	Deprivation of Human Rights – Core Issues: Poverty, overpopulation, illiteracy

FEB	Class 17	Problems of Unsustainable Development
FEB	Class 18,19,20	Disadvantaged Groups – (a) Women (b) Children
FEB		(c) Scheduled Castes and Scheduled Tribes
FEB	Class 21,22	d) Homeless and Slum Dwellers (e) Physically and Mentally Handicapped
FEB	Class 23,24	f. Refugees and Internally Displaced Persons
		<b>UNIT 3</b>
FEB	Class 25,26	Redressal Mechanisms for Human Rights Violations
FEB	Class 27	Violation of Human Rights by State
MAR	Class 28,29	Violation of Human Rights by Individuals and groups
MAR	Class 30,31	Nuclear Weapons and terrorism
MAR	Class 32,33	Government systems for Redressal, Judiciary
MAR	Class 34,35	National Human Rights Commission and other Statutory Commissions,
MAR	Class 36,37	Media Advocacy, Creation of Human Rights
		Literacy and Awareness
		<b>UNIT 4</b>
MAR	Class 38	Concept of Human Values: Aim of education and value education
APRIL	Class 39	Evolution of value oriented education;
APRIL	Class 40	Concept of Human values; types of values
APRIL	Class 41	Components of value education
APRIL	Class 42,43	Character Formation Towards Positive Personality - Truthfulness, Sacrifice, Sincerity, Self-Control, Altruism, Tolerance, Scientific Vision
APRIL		Class 44
APRIL	Class 45	National Integration and international understanding

**.f January 2018**

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Professor

Academic Activity	Test / Assignment
Presentation on objectives of financial management	Assignment on time value of money
	Test on methods of capital structure
group discussion on theories of capital structure	Assignment on theories of capital structure



	test on dividend policy

**.f January 2018**

Academic Activity	Test / Assignment
C9:Discussion: Key Features of Strategic Human Resource Management	Assignment
C10: Case study	C11:Test
C20: Techniques used to maximize employee contributions	C19: Test

C20: Discussion and Case Study	C 29: Test
C36, C37: 360 Degree Performance Appraisal	C38:Test

**g Starting w.e.f January 2018)**

Academic Activity	Test / Assignment
PPT	Assignment
Data Analysis Tools	Test

Case Study	Test
Sample Research Proposals	Assignment

**(BUSINESS LAWS-BBAN-404)**

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Written Test	<b>ASSIGNMENT</b>
Presentation	<b>ASSIGNMENT</b>
Group Discussion among the students	<b>ASSIGNMENT</b>



	Assignment-4

**Human Rights and Values BBAN-406**

Academic Activity	Test / Assignment
<p style="text-align: center;">Presentation on Human Rights Movement in India</p>	<p style="text-align: center;">Classification of Human Rights</p>

Case Study on Core Issues due to deprivation of Human Rights	Problems of Unsustainable Development
Presentation on Measures to Improve Human Rights literacy and Awareness	Redressal Mechanism for Human Rights Violation
Contribution of Human Values Towards Character Formation	Value Education Towards National and Global Development