

Govt. College, Safidon (Jind)-126112

Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: B. Com 3rd Semester

Subject: Banking and Insurance

SR. NO.	MONTH	TOPIC
1	August	Banking: Concept, Features,
2		Importance And Principles Of Banking;
3		Classifications Of Banks
4		Banking Regulation Act 1949: Major Provisions.
5		Indian Banking System
6		Nationalization Of Commercial Banks And Its Effects
7	September	Reserve Bank Of India - Functions
8		Control Of Credit By RBI
9		Power Of RBI
10		Recent Trends In Indian Banking System
11	October	Insurance: Concept And Need
12		Principles Of Insurance
13		Life And General Insurance, Claims Settlement Procedure
14		Fire Insurance: Concept, Principles
15	November/ December	Marine Insurance: Marine Insurance Policy
16		Accident And Motor Insurance: Policy
17		Accident And Motor Insurance: Claims Settlement Procedures.
18		Revision And Assignment

Signature

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Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: B. Com 3rd Semester

Subject: Business Economics

SR. NO.	MONTH	TOPIC
1	August	Nature And Scope Of Business Economics
2		Importance Of Economics In Business Decisions
3		Nature Of Demand Function:
4		Law Of Demand, Shifts In Demand Curve, Factors Influencing Demand
5		Elasticity Of Demand
6		Consumer's Equilibrium
7	September	Production Function
8		Equilibrium Of Firm Under Perfect Competition;
9		Monopoly - Price Discrimination,
10		Price And Output Determination Under Monopolistic Competition
11	October	Non-Collusive Oligopoly Models
12		Kinked Demand Curve
13		Money Definition And Its Functions
14	November/ December	Macro Economics: Concept, Nature And Scope
15		National Income Concepts
16		Fiscal Policy; Monetary Policy
17		Business Cycles And Their Control
18		Revision And Assignment

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Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: B. Com 5th Semester

Subject: Goods And Services
Tax

SR. NO.	MONTH	TOPIC
1	August	GST: Introduction & Meaning
2		GST: Features, Advantages & Limitation
3		GST Council, Network & Compensation
4		Registration: Procedure And Documents Required
5		Composition Levy
6		Collection of GST
7	September	HSN/SAC Classification
8		Composite & Mixed Supplies,
9		Input Tax Credit - eligibility & conditions
10		Blocked credits, Reverse charge & Job work
11	October	Tax invoice, Credit/Debit notes
12		GST Returns - monthly & annual
13		Accounts, Audit, Appeals,
14		ECO Operators
15	November/ December	E-Way Bills
16		Offences Under GST
17		Practical exposure - registration, ledgers, refunds
18		Revision

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Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: B. Com. 5th Semester

Subject: Corp Sec. Pract.

SR. NO.	MONTH	TOPIC
1	August	Company Directors - appointment, duties & role
2		Director's Report & DIN
3		Types of Directors & Role of CEO
4		Independent Director & Auditor role
5		Audit report
6		Secretarial Duties before, during & after meetings
7	September	Types of Company Meetings - AGM, EGM, Board Meetings
8		Meeting procedures - notices, agenda, quorum & proxy
9		Resolutions - Postal Ballot & E-voting
10		Company Reports - types & preparation
11	October	Secretarial duties in dividend & interest
12		Winding up of company - procedure & provisions
13		Secretarial role in winding up
14		Dematerialisation - need & procedures
15	November/ December	Listing of securities - procedure & advantages
16		Scripts types & Online trading
17		Recent developments in Company Law
18		Revision

Signature

Govt. College, Safidon (Jind)-126112

Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: M. Com. 1st Semester

Subject: Org. Behaviour

SR. NO.	MONTH	TOPIC
1	August	Introduction to Organizational Behaviour: Concept and significance.
2		Relationship with other disciplines and approaches.
3		Challenges and opportunities in organizational behaviour.
4		Determinants and theories of organizational behaviour.
5		Big five personality traits and Myers Briggs type indicators.
6		Self theory and personality traits influencing OB.
7	September	Psycho-analytical and social learning theories.
8		Situation strength, traits activation, and other personality traits.
9		Implication of personality for managers.
10		Learning: Concept, process, and principles.
11	October	Theories of Learning: Classical, operant conditioning, social, cognitive.
12		Learning through reinforcement and organizational behaviour.
13		Attitude: Concept, components, formation, and change.
14	November/ December	Perception: Concept, process, perceptual selection, and factors.
15		Perceptual organization, distortion, attribution process.
16		Foundations of group behaviour and group dynamics.
17		Organizational conflicts: Concept, types, sources, and management
18		Revision And Assignments

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Govt. College, Safidon (Jind)-126112

Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: M.Com 3rd Sem

Subject: Fin. Ins. Market

SR. NO.	MONTH	TOPIC
1	August	Financial system - concept, nature and role
2		Financial system and financial markets
3		Banking and non-banking financial institutions
4		Competition & consolidation among financial institutions
5		Financial conglomerates & economic development
6	September	Indian financial system - overview
7		Financial markets - organization, role & regulation
8		Money market & capital market
9		Government securities market & SEBI
10		Commercial banking - concept, NPAs & asset liability management
11	October	Financial inclusion & MUDRA financing
12		Insurance - life and non-life (public & private)
13		NBFCs - role and types
14		Development banks - objectives & functions
15	November/ December	Merchant banking - concept & SEBI guidelines
16		Mutual funds - concept, types & appraisal
17		Recent developments in Indian financial system
18		Revision And Assignments

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Session: 2026-27 (Odd Semester)

Teacher: Deepak Kumar

Class: B. Com 3rd Semester

Subject: Comp. Added
Accountancy (SEC-III)

SR. NO.	MONTH	TOPIC
1	August	Computerized Accounting: Accounting Process,
2		Basics Of Computerised Accounting Systems - Meaning, Importance
3		Difference Between Computerized, Accounting And Manual Accounting
4		Software Programs For Computerized Accounting
5		Factors, Affecting Selection Of Suitable Computerized Accounting Software
6		Procurement And Installation Of Computerized Accounting Software.
7	September	Accounting Using Tally
8		Accounting Group Ledger, Cost Category, Currency
9		Accounts Vouchers
10		New Company Accounts
11		Voucher And Entry In Books Of Accounts: Types Of Vouchers
12		Vouchers For Income And Expenditure
13	October	Vouchers Entry: Voucher Number And Date Settings
14		Editing And Deleting A Voucher
15		Multiple Price List Quotation Purchase Enquiry
16		Rejection Voucher
17		Additional Purchase; Effective Rates Invoice
18		Revision And Assignments

Signature