

## LESSON-PLAN (Session 2025-26)

Name of Assistant/ Associate Professor: Shama Rani

Class: M. Com III Semester; Subject/Paper: Human Resource Development

Course Code: M24-COM-307; Course Type: DEC-5

Sr. No.	Week	Topics to be covered	Remarks if any
1	22-30 July 2025	Human Resource Development: Concepts and Evolution	
2	1-8 August 2025	Relationship between HRD and HRM	Doubt Session
3	11-14 August 2025	HRD Process and Framework	Doubt Session
4	18-23 August 2025	Assessing HRD Needs	Doubt Session
5	25-30 August 2025	Designing Training and Development Programme	Doubt Session
6	1-6 September 2025	Implementation Programme and Evolution	Written Test
7	8-13 September 2025	Strategic Interventions in HRD, HRD Functions	Class Discussion and Presentation
8	15-20 September 2025	Role and Competencies of HRD professionals, Emerging Trends and Challenges in HRD	Test, Class Discussion, and Presentation
9	24-30 September 2025	HRD Activities: Employee Development Activities, Leadership Development	Test, Class Discussion, and Presentation
10	1,3,4,6 October 2025	HRD Activities: Action Learning, Assessment, and Development Centers	Test, Class Discussion, and Presentation
11	8-11 October 2025	HRD Culture and Climate, Elements of HRD Climate, Determinant Needs and Role of Trade Union	Test, Class Discussion, and Presentation
12	13-18 October 2025	Employee Socialisation and Orientation; Realistic Job Review; Career Management and development; HRD Audit	Test, Class Discussion, and Presentation
13	19-26 October 2025	Diwali Break	Online discussion
14	27-31 October 2025	Knowledge Management; Learning and HRD	Doubt Session
15	3,4,6-8 November 2025	Role Analysis, Simulation, T-Group, and Transactional Analysis	Class Discussion, and Presentation
16	10-15 November 2025	HRD in Organisation, Management Development, Employee Counselling and Wellness Services	Class Discussion, and Presentation
17	17-22,24 November 2025	Impact of HRD Program and Application; Organisational Strategies based on Human Resources and Brief Revision of Syllabus	Class Discussion, and Presentation
18	25 November 2025 onwards	Examinations	

\*Vacation as per the university calendar

\*Assignments and unit tests will be taken as per the schedule

  
Ms. Shama Rani

Associate Professor of Commerce



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## LESSON-PLAN (Session 2025-26)

Name of Assistant/ Associate Professor: Shama Rani

Class: B. Com

Semester: V

Subject/Paper: Cost Accounting

Course Code: B23-Com-501

Course Type: CC-13

Sr. No.	Week	Topics to be covered	Remarks if any
1	22-30 July 2025	<b>Nature and Scope of Cost Accounting:</b> meaning, importance & limitations of cost accounting, Costing- An Aid to Management, distinction between Cost and Financial accounting	
2	1-8 August 2025	Costing System - Characteristics of an Ideal Costing System, Steps for Installation, Difficulties During Installation, and How to Overcome These Difficulties, Role of the Cost Accountant.	Oral Discussion: Topics Completed
3	11-14 August 2025	Brief description of the nature and scope of Cost Accounting	Oral Test of Nature and Scope of Cost Accounting
4	18-23 August 2025	<b>Cost:</b> Analysis, Concepts, Cost Classification, cost sheet	Written Test 1
5	25-30 August 2025	Cost Control and Cost Reduction	Oral Test of Cost Classification
6	1-6 September 2025	Accounting for Material: Introduction, Material Planning and Purchasing, Methods of Material Control	Written Test of Cost Classification
7	8-13 September 2025	Methods of Material Control	Solve the Numerical Problems
8	15-20 September 2025	Techniques of Material Control	Test of Methods of Material Control
9	24-30 September 2025	Labour Cost: Computation and Control	Test of EOQ, ABC Analysis, VED Analysis, Perpetual Inventory Control System
10	1,3,4,6 October 2025	-----do-----	Test of Labour Cost, Assignment-1
11	8-11 October 2025	Unit Costing	Solve the Numerical Problems
12	13-18 October 2025	Job and Batch Costing	Oral discussion and solve Numerical Problems
13	19-26 October 2025	Diwali Break	
14	27-31 October 2025	Overheads	Test of Unit Costing


15	<b>3,4,6-8 November 2025</b>	Contract Costing	Assignment-2, solve Numerical Problems
16	<b>10-15 November 2025</b>	Process Costing	Test of Contract Costing
17	<b>17-22,24 November 2025</b>	Service Costing and Brief Revision of Syllabus	Test of Process Costing
18	<b>25 November 2025 onwards</b>	<b>Examinations</b>	

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## LESSON-PLAN (Session 2025-26)

Name of Assistant/ Associate Professor: Shama Rani

Class: M. Com I Semester; Subject/Paper: Retailing

Course Code: M24-COM-307; Course Type: DEC-5

Sr. No.	Week	Topics to be covered	Remarks if any
1.	5-8 August 2025	<b>Retailing:</b> Concept, Characteristics, Importance; Functions, Theories, and Emerging Trends in Retailing	
2.	11-14 August 2025	Evolution of Retailing in India: History of Retail Institutions; Contribution of Retailing to the Indian Economy;	Oral Discussion: Topics Completed
3.	18-23 August 2025	Globalization of Retailing: Indian Retailing Scenario; Indian Retailing Scenario; Organizational Environment in Retail Sector	Oral Discussion: Topics Completed
4.	25-30 August 2025	Merchandise Pricing: Concept, Pricing Objectives, Determinants, Types of Pricing, Pricing Strategies	Doubt Session
5.	1-6 September 2025	Retail Operation: Elements, Store Administration, Store Manager Responsibilities	Written Test
6.	8-13 September 2025	Management of Retail Outlet/Store, Store Maintenance, Store Security	Class Discussion and Presentation
7.	15-20 September 2025	Factors behind the Change of the Indian Retail Industry	Test, Class Discussion, and Presentation
8.	24-30 September 2025	Retail Formats; Retail Institutions by Ownership, Retail Institutions by Store-Based Strategy Mix, Web, Non-Store Based, e-retailing	Test, Class Discussion, and Presentation
9.	1,3,4,6 October 2025	Other Forms of Non-Traditional Retailing, e-Retailing Strategies	Test, Class Discussion, and Presentation
10	8-11 October 2025	Retail Market Segmentation; Store Location; Application of IT to Retail Marketing	Test, Class Discussion, and Presentation
11	13-18 October 2025	Trading-Area Analysis, Characteristics of Trading Areas, Site Selection, Types of Locations, Location and Site Evaluation	Test, Class Discussion, and Presentation
12	19-26 October 2025	Diwali Break	Online discussion
13	27-31 October 2025	Store Planning; Design & Layout, Retail Image Mix, Effective Retail Space Management, Atmospheric, Human Resource Management.	Doubt Session
14	3,4,6-8 November 2025	Retail marketing, Retail Marketing Mix, Advertising and Sales Promotion and Store Positioning	Class Discussion, and Presentation
15	10-15 November 2025	Customers Services; Retail Merchandising; Buying Organization Formats and Processes, Devising Merchandise Plans, Shrinkage in Retail Merchandise Management.	Class Discussion, and Presentation

16	17-22, 24 November 2025	Retail Market Segmentation; Consumerism and Ethics in Retailing; Retail Market Segmentation; FDI in Retail International Retailing.	Class Discussion, and Presentation
17	25 November 2025 onwards	Examinations	

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LESSON-PLAN (Session 2025-26)

Name of Assistant/ Associate Professor: Ms. Shama Rani

Class: BA III

Semester: 5th

Subject/Paper: Creativity & Advertising

Course Code: B23-VOC-126; Course Type: VOC

Sr. No.	Week	Topics to be covered	Remarks if any
1	22-30 July 2025	Creativity in Advertising: Concept & creativity as a cognitive process	
2	1-8 August 2025	Advertising standards	Oral Test and Doubt Session
3	11-14 August 2025	Legal & ethical aspects of creative advertising	
4	18-23 August 2025	Creative advertising & Budgeting	
5	25-30 August 2025	Creative strategic advertising campaign	Oral Test and Doubt Session
6	1-6 September 2025	Creative Teams: Concept & Formation	
7	8-13 September 2025	Creative strategies development, Creative briefs	
8	15-20 September 2025	Designing slogans & Logos	Assignment and class test
9	24-30 September 2025	Creative Advertising Design process	
10	1,3,4,6 October 2025	Creative Advertising sources and story/ Script writing	
11	8-11 October 2025	Creative messages structure	
12	13-18 October 2025	Messages Format: Appeals & Source	Assignment
13	27-31 October 2025	Creative Ad- copy development	Class test, Practical Activity
14	3,4,6-8 November 2025	Media, Media Mix and new media age in advertising	
15	10-15 November 2025	Media Planning & scheduling, Media buying & Media testing	
16	17-22,24 November 2025	Measuring effectiveness of creative Advertising	Revision and presentations

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