



**Pragnya education trust's
Pragnya college of management & computer studies,
Handewadi, Pune-411060**

BBA(CA) -- Semester: II

Teaching Plan 2020-2021

Name of Faculty:

Prof. Vishwanath Jha

Subject: Organizational Behavior & HRM

(SUBJECT CODE-201)

Sr.No.	Month	Week	Topic
1	JAN	2	Chapter 1: Introduction to Organizational Behavior Definition, concept, scope, Models of OB, Major trends in OB:-Total Quality management, Cultural diversity, Organizational change,
		3	Stress Management: Sources of Stress, Effects of Stress & Stress Management, Work life Balance and Quality of Work Life
		4	Chapter 2: Introduction to HRM Definition, Concepts, scope, importance
2	FEB	1	Functions ,Objectives & limitations, , Role of HR Manager
		2	Areas in which Human Resource Manager can be of assistance
		3	Chapter 3: Procurement HRP- Concept, Definition, Merits & Demerits, process , influencing factors of HRP
		4	Recruitment-Concept, Definition, sources of recruitment and their utility in identifying vacancies, methods, E-recruitment,
3	MARCH	1	Selection- Concepts, definition, process, Types of interviews and frequently asked interview questions from the candidate at each step and how to answer them,
		2	E- selection process
			Chapter 4: Training & Development Training & Development- Concept, definition, importance
4	APRIL	1	Methods, E- Training, Recent trends in Training
		2	Case Studies in HR
		3	Case Studies in OB
		4	Online Viva Conducted
5	MAY	1	Online University Examination Started



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Name of Faculty:
Subject: Financial Accounting

Dr. Asha Yadwadkar
(SUBJECT CODE-202)

Sr.No.	Month	Week	Topic
1	JAN	2	Chapter 1: Financial Accounting Definition and Scope, objectives,
		3	Accounting concepts, principles and conventions
		4	Chapter 2: Accounting Transactions and Final Accounts Voucher system; Accounting Process, Journals, Ledger
2	FEB	1	Cash Book , subsidiary books
		2	Trial Balance preparation of Final Accounts of Sole Proprietorship
		3	Trading and Profit & Loss Account and Balance Sheet
		4	Numericals on P/L, balance sheets, Trial balance
3	MARCH	1	Chapter 3: Bank Reconciliation Statements Meaning of Bank Reconciliation Statements Importance of Bank Reconciliation Statements
		2	Preparation of Bank Reconciliation Statement
			Numericals on Bank Reconciliation Statement
4	APRIL	1	Chapter 4: Computerized Accounting Role of computers and Financial application
		2	Accounting Software packages
		3	
		4	Online Viva Conducted
5	MAY	1	Online University Examination Started



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Name of Faculty:
Subject: Business Mathematics

Prof. Aadil Rashid
(SUBJECT CODE- 203)

Sr.No.	Month	Week	Topic
1	JAN	2	Chapter 1: Ratio, Proportion and Percentage Ratio – Definition, Continued Ratio, Inverse Ratio, Proportion Continued Proportion, Direct Proportion, Inverse Proportion
		3	Variation, Inverse Variation, Joint Variation, Percentage, computation of Percentage.
		4	Chapter 2: Profit and Loss Terms and Formulae, Trade discount, Cash discount, Problems involving cost price, selling price, Trade discount and cash discount
2	FEB	1	Introduction to Commission and brokerage, Problems on commission and brokerage
		2	Chapter 3: Interest and Annuity Simple interest, Compound interest, Equated monthly Installments (EMI) by interest of reducing balance and flat interest methods and problems.
		3	Ordinary annuity, sinker fund, annuity due, present value and future value of annuity.
		4	Shares and Mutual Funds:- Concepts of Shares, face value, market value, dividend, brokerage, equity shares, preferential shares, bonus shares, examples and problems, Concept of Mutual Funds, Change in Net Asset Value (NAV), Systematic Investment Plan (SIP), Examples and Problems.
3	MARCH	1	Chapter 4: Matrices and Determinant Definition of Matrices, Types of Matrices, Algebra of Matrices, Determinant
		2	Adjoint of Matrix, Inverse of Matrix, System of Linear equations, Solution of System of Linear Equation by adjoint method (upto 3 variables only).
			Chapter 5: Linear Programming Problem (LPP) Concept of LPP, Formulation of LPP and solution of LPP by graphical method.
4	APRIL	1	Transportation Problem (T.P.): - Concept of Transportation Problem, Initial Basic Feasible Solution, Least Cost Method (LCM), Vogel's Approximation Method (VAM).
		2	North-West Corner Method (NWCM),
		3	Vogel's Approximation Method (VAM).
		4	Online Viva Conducted
5	MAY	1	Online University Examination Started



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Name of Faculty:
Subject: Relational Data Base

Prof. Sunita Kadnikar
(SUBJECT CODE-204)

Sr.No.	Month	Week	Topic
1	JAN		UNIT 1: Introduction to RDBMS
		2	Introduction to popular RDBMS product and their features Difference between DBMS and RDBMS
		3	Relationship among application programs and RDBMS LAB WORK
		4	Chapter 2: PL-SQL Overview of PL-SQL Data Types ,PLSQL Block LAB WORK
2	FEB	1	Exception Handling, Functions and Procedures LAB WORK
		2	Cursor, Trigger Package LAB WORK
		3	Chapter 3: Transaction Management Transaction Transaction Concept LAB WORK Properties
		4	Transaction States Concurrent Execution Serializability LAB WORK
3	MARCH	1	Chapter 4: Concurrency Control & Recovery System Lock Based Protocol Timestamp Based Protocol
		2	Deadlock Handling Failure Classification LAB WORK
			Recovery & Atomicity
4	APRIL	1	Practicals
		2	Recovery with concurrent transaction LAB WORK
		3	
		4	Online Viva Conducted
5	MAY	1	Online University Examination Started



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Name of Faculty:
Subject: Web Technology (HTML-JSS-CSS)

Prof. Shilpa Thakur
(SUBJECT CODE-205)

Sr.No.	Month	Week	Topic
1	JAN	2	UNIT 1: Introduction 1.1 Clients-Servers and Communication 1.2 Internet-Basic, Internet Protocols (HTTP, FTP, IP)
		3	1.3 World Wide Web(WWW) 1.4 HTTP request message, HTTP response message LAB WORK
		4	Chapter 2: Web Design 2.1 Concepts of Effective web design 2.2 Web design issues including Browser Bandwidth and Cache 2.3 Display Resolution 2.4 Look and Feel of the Website 2.5. Page Layout and linking LAB WORK
2	FEB	1	2.6. User Centric Design 2.7 Sitemap 2.8 Planning and Publishing website 2.9 Designing effective navigation & LAB WORK
		2	Chapter 3 : HTML 3.1 Introduction to HTML 3.2 Basic HTML Structure 3.3 Common HTML Tags & LAB WORK 3.4 Physical and Logical HTML 3.5 Types of Images, client side and Server side Image Mapping
		3	3.6 List, Table, Frames 3.7 Embedding Audio, Video 3.8 HTML form and form elements 3.9 Introduction to HTML Front Page
		4	Chapter 4: Style Sheets 4.1. Need for CSS 4.2. Introduction to CSS 4.3 Basic Syntax & Structure & LAB WORK
3	MARCH	1	4.4 Using CSS- 4.4.1 Background images, colors, and Properties 4.4.2 Manipulating texts, using fonts, borders and boxes, margins, padding lists, positioning using CSS 4.5 Overview and features of CSS2 & CSS3
		2	Chapter 5: java Script 5.1 Introduction to Java Script 5.2 Identifier & Operator, Control Structure, functions 5.3 Document Object model (DOM) LAB WORK
			5.4 DOM objects (Window, navigator, history, location)
4	APRIL	1	5.5 Predefined functions, math and String functions
		2	5.6 Array in Java Scripts
		3	5.7 Event handling in Java script & LAB WORK
		4	Online Viva Conducted
5	MAY	1	Online University Examination Started