

**BCOM (1st Sem) Schedule for Personal Contact Program (Regular Mode) Venue: IKGPTU Main Campus Kapurthala**

Time	9.00AM-10.00 AM	10.00 AM-11.00 AM	11.00 AM- 12.00 PM	12.00 PM-1.00 PM	2.00 PM-3.00 PM	3.00 PM-4.00 PM
Date	BCOP-101 Financial Accounting	BCOP 102 Business Organization & Management	BCOP – 103 Micro Economics	BCOP 104 Business Mathematics	BCOP 105 Communicative English	HVPE 101 Human Values and Professional Ethics
<b>11-Mar-20</b>	Lesson 1: Basics of Accounting, Accountancy and Book-Keeping	Lesson 1: Definition of Management, Nature, Scope, Objectives, Forms of Organizations	Lesson 1: Introduction to Economics: Nature and Scope, Micro and Macro Economics. Types of Economies and Market Structures. Basic problems of an economy; Working of price mechanism	Lesson 1: Progressions: Application of Arithmetic Progression and Geometric Progression.	Lesson 1: Reading Skills	Lesson 1: Course Introduction, understanding Need, Self Exploration, Happiness and Prosperity,
<b>12-Mar-20</b>	Lesson 2: Accounting Concepts, Conventions and Principles-GAAP	Lesson 2: Development of Management Thoughts, Scientific Management, Social responsibility and Ethics	Lesson 2: Utility approach – brief outline of law of diminishing marginal utility and law of equi- marginal utility. Indifference curve approach, its Properties and importance Consumer's equilibrium	Lesson 2: Arithmetic progressions finding the 'n'th term of an AP and also sum to 'n' terms of an AP	Lesson 2: Reading Skills	Lesson 2: Right understanding, method of fulfillment of human aspirations
<b>13-Mar-20</b>	Lesson 3: Branches of Accounting, Accounting Equation,	Lesson 3: Planning and Decision Making Process	Lesson 3: Elasticity of Demand: Concept and measurement of elasticity of demand; Price, income and cross elasticity; Relationship between average revenue, marginal revenue and elasticity of demand; Determinants of elasticity of demand; Importance of elasticity of demand.	Lesson 3: Insertion of Arithmetic means in given terms of AP and representation of AP. Geometric progression: finding nth term of GP	Lesson 3: Reading Skills	Lesson 3: Understanding Harmony in Human being- Harmony in Myself-1
<b>16-Mar-20</b>	Lesson 4: Accounting Cycle: Journal, Ledger and Trail Balance	Lesson 4: Organizing- Nature, Importance, Process, types of organization and Principles	Lesson 4: Production Function: Concept of production function; Law of variable proportions; Isoquants; Producer's equilibrium. Expansion path; Returns to factor and returns to scale	Lesson 4: Interest Applications: Simple interest, compound interest including half yearly and quarterly calculation,	Lesson 4: Reading Skills	Lesson 4: Lesson 3: Understanding Harmony in Human being- Harmony in Myself-2

**BCOM (1st Sem) Schedule for Personal Contact Program (Regular Mode) Venue: IKGPTU Main Campus Kapurthala**

Time	9.00AM-10.00 AM	10.00 AM-11.00 AM	11.00 AM- 12.00 PM	12.00 PM-1.00 PM	2.00 PM-3.00 PM	3.00 PM-4.00 PM
Date	BCOP-101 Financial Accounting	BCOP 102 Business Organization & Management	BCOP – 103 Micro Economics	BCOP 104 Business Mathematics	BCOP 105 Communicative English	HVPE 101 Human Values and Professional Ethics
<b>17-Mar-20</b>	Lesson 5: Subsidiary Books and Rectification of Errors	Lesson 5: Authority, Responsibility and Accountability, Delegation, Centralization and Decentralization	Lesson 5:Theory of Costs: Types of costs, Short-run and long-run cost curves traditional and modern approaches. Internal and external economies and diseconomies of scale	Lesson 5: Instalment Purchases (Cost of Instalment, Effective rates, amortization of a loan)	Lesson 5:Reading Skills	Lesson 5:Understanding Harmony in the Family and Society-1
<b>18-Mar-20</b>	Lesson 6: Bank Reconciliation Statement, Bills of Exchange and Promiory Notes	Lesson 6: Staffing, Recruitment, Selection, Training, Induction and Performance Mangement	Lesson 6: Introduction: Market structure, types of markets and business decisions; Objectives of a business firm- optimum firm.	Lesson 6:Percentage and Ratios' Applications: Percents, Commissions, Discounts, e.g., bill discounting, mark up and concepts of Ratios.	Lesson 6:Writing Skills	Lesson 6:Understanding Harmony in the Family and Society-2
<b>19-Mar-20</b>	Lesson 7: Depriciation- Fixed Instalment Method and Diminishing Balance Method	Lesson 7: Directing and its Theories	Lesson 7:Perfect Competition:Characteristics; Price determination under perfect competition, Equilibrium of firm and industry in the Short-run and long-run. Monopoly: Characteristics; Equilibrium of the monopoly firm in short run and long run; Price discrimination, its types and price and output determination under	Lesson 7:Corporate and Special Applications: Computation of the costs and proceeds of stock buyand-sell; Computation of rates of yield and gains or losses on the purchase and sale of stocks;	Lesson 7:Writing Skills	Lesson 7: Understanding the Harmony in Nature and Existence- 1

**BCOM (1st Sem) Schedule for Personal Contact Program (Regular Mode) Venue: IKGPTU Main Campus Kapurthala**

<b>Time</b>	<b>9.00AM-10.00 AM</b>	<b>10.00 AM-11.00 AM</b>	<b>11.00 AM- 12.00 PM</b>	<b>12.00 PM-1.00 PM</b>	<b>2.00 PM-3.00 PM</b>	<b>3.00 PM-4.00 PM</b>
<b>Date</b>	<b>BCOP-101 Financial Accounting</b>	<b>BCOP 102 Business Organization &amp; Management</b>	<b>BCOP – 103 Micro Economics</b>	<b>BCOP 104 Business Mathematics</b>	<b>BCOP 105 Communicative English</b>	<b>HVPE 101 Human Values and Professional Ethics</b>
<b>20-Mar-20</b>	Lesson 8: Provisions and Reserves	Lesson 8: Controlling-Process, types and Barriers	Lesson 8: Monopolistic Competition: Meaning and characteristics; Price and output determination ; Selling costs; Comparison with perfect competition; Excess capacity hypothesis. Oligopoly; Characteristics; Models of pricing and output determination; Price leadership; Kinked demand curve.	Lesson 8:Computation of gains and losses on convertible and callable bonds, annual interest, accrued interest, and annual yield and computation of a rate of yield to maturity	Lesson 8:Writing Skills	Lesson 8:Understanding the Harmony in Nature and Existence- 2
<b>23-Mar-20</b>	Lesson 9: Final Accounts and simple adjustments	Lesson 9: controlling Techniques, Budgetary and Non-Budgetary Devices	Lesson 9:Factor Pricing: Marginal productivity theory of factor pricing, Classical and modern theory of wage determination.	Lesson 9:Foreign Exchange: Brief Introduction to Foreign Exchange Market, Rate of Exchange,	Lesson 9:Writing Skills	Lesson 9:Implication of Holistic Understanding of Harmony on Professional Ethics 1
<b>24-Mar-20</b>	Lesson 10: Average due date, Account Current, Self-Balancing Ledgers	Lesson 10: Introduction to TQM and Management by Objectives	Lesson 10:Rent-concept; Ricardian and modern theories of rent; Quasi-rent. Interest-Concept and theories of interest; Profit: nature, concepts and theories of profit.	Lesson 10: Direct/Cross rate and Indirect rate of Exchange, Cross rate, Simple and Compound Conversion, Chain Rule (in the course of exchange)	Lesson 10:Writing Skills	Lesson 10: Implication of Holistic Understanding of Harmony on Professional Ethics 2