

NONGSTON COLLEGE

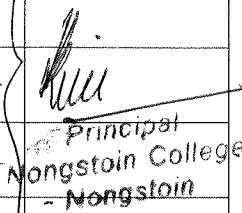
Teachers' Log Book

Department Commerce



BC-502: Cost Accounting

Month of September - October 2020

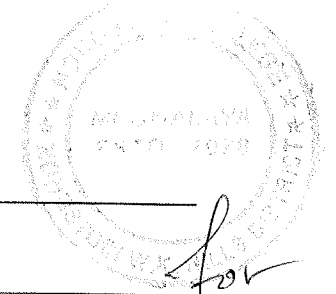
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
28/9/20	B.Com-V		I. Cost Concepts and Accounting for materials	Cost - Concepts & Objectives	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongston College - Nongston
30/9/20			"	Classification of Cost	02	<i>[Signature]</i>	<i>[Signature]</i>	
1/10/20			"	"	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/10/20			"	Cost Accounting in contrast with other branches of Accounting	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/10/20			"	Cost Centers and activities	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/10/20			"	Accounting for materials - Stores Records	02	<i>[Signature]</i>	<i>[Signature]</i>	
12/10/20			"	Inventory Control - FIFO	02	<i>[Signature]</i>	<i>[Signature]</i>	
14/10/20			"	Inventory Control - LIFO	02	<i>[Signature]</i>	<i>[Signature]</i>	
15/10/20				Inventory Control - Re-order quantity, Minimum Order Quantity	01	<i>[Signature]</i>	<i>[Signature]</i>	
19/10/20				Inventory Control - Max. order quantity, Danger Level, Avg. Stock Level	02	<i>[Signature]</i>	<i>[Signature]</i>	
21/10/20				Inventory Control - Economic Order Quantity (EOQ)	01	<i>[Signature]</i>	<i>[Signature]</i>	
27/10/20				Pricing of materials	01	<i>[Signature]</i>	<i>[Signature]</i>	
26/10/20				Inventory Valuation for annual accounts	02	<i>[Signature]</i>	<i>[Signature]</i>	

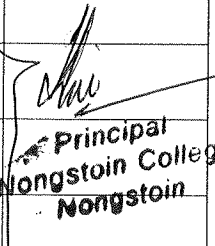
NONGSTOIN COLLEGE

Teachers' Log Book

Department Commerce

Month of October - November 2020



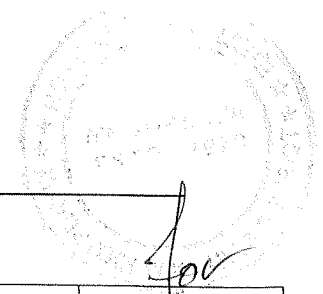
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
28/10/20				Accounting for losses	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
29/10/20				"	02	<i>[Signature]</i>	<i>[Signature]</i>	
2/11/20			III: Accounting for Labour and Overheads	Computation of Labour Cost	02	<i>[Signature]</i>	<i>[Signature]</i>	
4/11/20			IV: Marginal costing related applications	Marginal Costing (MC) - Concepts, Difference between MC & Absorption cost;	02	<i>[Signature]</i>	<i>[Signature]</i>	
5/11/20			"	Application of MC - i) when there is production but no sales, ii) production = sales	02	<i>[Signature]</i>	<i>[Signature]</i>	
9/11/20			"	App. of MC iii) Production > sales iv) Production < Sales	02	<i>[Signature]</i>	<i>[Signature]</i>	
11/11/20			"	Methods of Segregating semi-variable costs into fixed & variable components	02	<i>[Signature]</i>	<i>[Signature]</i>	
12/11/20			"	CVP & B.E. Analysis - Contribution, PV Ratio	02	<i>[Signature]</i>	<i>[Signature]</i>	
14/11/20			"	" - BEP (in units & sales)	02	<i>[Signature]</i>	<i>[Signature]</i>	
18/11/20			"	Margin of Safety	02	<i>[Signature]</i>	<i>[Signature]</i>	
19/11/20			"	Angle of Incidence, Types of B.E. charts	02	<i>[Signature]</i>	<i>[Signature]</i>	
25/11/20			"	Key factor based decisions - Make or buy decision	02	<i>[Signature]</i>	<i>[Signature]</i>	
26/11/20			"	" - sales or product mix decisions	02	<i>[Signature]</i>	<i>[Signature]</i>	

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Teachers' Log Book

Department Commerce

Month of November - February 2020-21

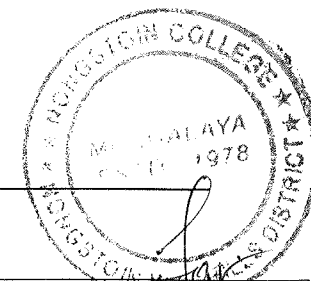


Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
30/11/20			"	Key factors & based decisions - Foreign offer	02	<i>[Signature]</i>	<i>[Signature]</i>	Principal Nongston College Nongston
2/12/20			"	" - export orders	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/12/20			"	- production, sales	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/12/20			"	- Raw materials	02	<i>[Signature]</i>	<i>[Signature]</i>	
9/12/20			V: Cost Analysis for Control	Standard Costing and Variance Analysis	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/12/20			"	Material Variance - Material Price Variance, Material Yield Variance	02	<i>[Signature]</i>	<i>[Signature]</i>	
14/12/20			"	" Material Mix, Material usage and Material Cost Variances	02	<i>[Signature]</i>	<i>[Signature]</i>	
16/12/20			"	- Practical Problems	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/12/20			"	Labour Variance - Concept, Labour Cost Variance, Labour Rate of Pay Variance	02	<i>[Signature]</i>	<i>[Signature]</i>	
1/12/21			"	" - Labour idle time and labour efficiency variances	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/12/21			"	Labour cost Variance	02	<i>[Signature]</i>	<i>[Signature]</i>	
4/12/21			"	Functional Budget	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/12/21			"	Cash Budget	02	<i>[Signature]</i>	<i>[Signature]</i>	

NONGSTOIN COLLEGE

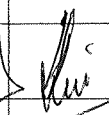
Teachers' Log Book

Department Commerce



BC-506: Rural & Agricultural Marketing

Month of September - November 2020

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
29/9/20	B.Com-V		I: Introduction	Marketing - concept & significance in developing economy	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
3/10/20			"	Marketing - its challenges	02	<i>[Signature]</i>	<i>[Signature]</i>	
13/10/20			"	Role of Marketing in Rural Economy	02	<i>[Signature]</i>	<i>[Signature]</i>	
15/10/20			"	Role of marketing in agriculture	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/10/20			"	Reforms in Agricultural Marketing and Progressive Measures	02	<i>[Signature]</i>	<i>[Signature]</i>	
29/10/20			"	Developing Competitive Market Infrastructure	02	<i>[Signature]</i>	<i>[Signature]</i>	
22/10/20			"	Marketing Research - Concepts and Objectives	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/10/20			"	Marketing Information Methods	02	<i>[Signature]</i>	<i>[Signature]</i>	
27/10/20			"	Institutional Credit	02	<i>[Signature]</i>	<i>[Signature]</i>	
29/10/20			"	Virtual Market for Agriculture Commodities	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/11/20			II: Rural and Agricultural Marketing	Rural Market - Concepts and Objectives	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/11/20			"	Rural Market - Role and Importance	02	<i>[Signature]</i>	<i>[Signature]</i>	
5/11/20			"	Regulated Market - Nature and Significance	02	<i>[Signature]</i>	<i>[Signature]</i>	

NONGSTOIN COLLEGE


Teachers' Log Book

Department Commerce



BC-304: Marketing Management

Month of September-October 2020

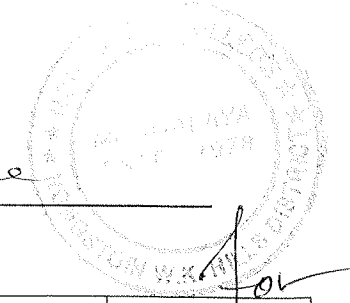
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
26/9/20	B.com-III		I: Introduction	Defining and concepts of marketing	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
29/9/20			"	Nature and scope of marketing	02	<i>[Signature]</i>	<i>[Signature]</i>	
1/10/20			"	Marketing Environment	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/10/20			"	Marketing Mix	02	<i>[Signature]</i>	<i>[Signature]</i>	
6/10/20			"	Marketing Management Process	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/10/20			"	Market sensing and direct marketing	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/10/20			"	Mass marketing and database marketing	02	<i>[Signature]</i>	<i>[Signature]</i>	
13/10/20			"	Business buying behaviour	02	<i>[Signature]</i>	<i>[Signature]</i>	
15/10/20			"	Consumer behaviour	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/10/20			"	Delivery of customer values	02	<i>[Signature]</i>	<i>[Signature]</i>	
20/10/20			II: Market and Product	Market planning - Concepts & importance	02	<i>[Signature]</i>	<i>[Signature]</i>	
22/10/20			"	Market segmentation	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/10/20			"	Market differentiation	02	<i>[Signature]</i>	<i>[Signature]</i>	

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Teachers' Log Book

Department Commerce

Month of October - November 2020

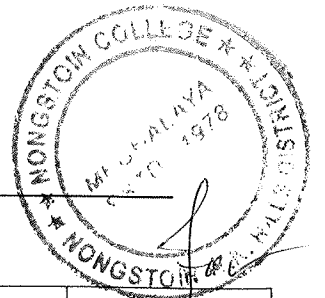


Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
27/10/20			"	Target market selection	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
29/10/20			"	Market positioning	02	<i>[Signature]</i>	<i>[Signature]</i>	
31/10/20			"	Market research and product intelligence systems.	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/11/20			"	Product - concepts, features and importance	02	<i>[Signature]</i>	<i>[Signature]</i>	
5/11/20			"	Product - classification	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/11/20			"	Product attributes	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/11/20			"	New product development	02	<i>[Signature]</i>	<i>[Signature]</i>	
12/11/20			"	Product line	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/11/20			"	Product life cycle	02	<i>[Signature]</i>	<i>[Signature]</i>	
19/11/20			"	Product mix	02	<i>[Signature]</i>	<i>[Signature]</i>	
21/11/20			"	Branding	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/11/20			"	Packaging and labelling	02	<i>[Signature]</i>	<i>[Signature]</i>	
26/11/20			IV: Pricing and Promotion	Pricing - objectives, significance, policies and types	02	<i>[Signature]</i>	<i>[Signature]</i>	

NONGSTON COLLEGE

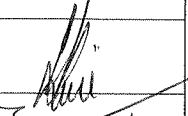
Teachers' Log Book

Department Commerce



BC-302: Business Laws

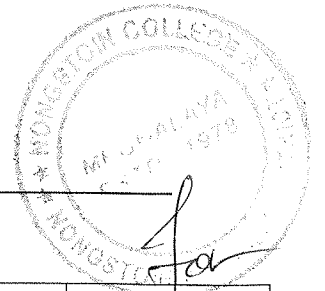
Month of September - November 2020

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
29/9/20	B.Com-III		IV: Negotiable Instrument Act, 1881	Negotiable Instruments - Concept, Features and types	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongston College Nongston
30/9/20			"	Promissory Note	02	<i>[Signature]</i>	<i>[Signature]</i>	
6/10/20			"	Bill of Exchange	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/10/20			"	Cheque	02	<i>[Signature]</i>	<i>[Signature]</i>	
13/10/20			"	Holder and holder in the due course	02	<i>[Signature]</i>	<i>[Signature]</i>	
14/10/20			"	Cheque - Crossing and types	02	<i>[Signature]</i>	<i>[Signature]</i>	
20/10/20			"	Negotiation and Dishonour of negotiable instruments	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/10/20			"	Discharge of negotiable instrument	02	<i>[Signature]</i>	<i>[Signature]</i>	
27/10/20			"	Bill of exchange - Discounting and Endorsing	02	<i>[Signature]</i>	<i>[Signature]</i>	
28/10/20			V: The Companies Act, 1956 & COPRA, 1986	Companies Act, 1956 - Nature, features and types	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/11/20			"	Memorandum of Association	02	<i>[Signature]</i>	<i>[Signature]</i>	
4/11/20			"	Articles of Association	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/11/20			"	Prospectus	02	<i>[Signature]</i>	<i>[Signature]</i>	

NONGSTOIN COLLEGE

Teachers' Log Book

Department Commerce



BC-301: Business Statistics

Month of September - October 2020

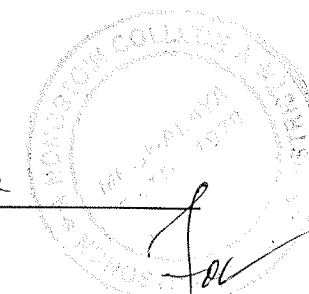
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
25/9/20	B.Com-III		I: Introduction	Meaning and Scope of Statistics	02	<i>[Signature]</i>	<i>[Signature]</i>	Principal Nongstoin College Nongstoin
28/9/20			"	Statistics - Importance and Limitations	02	<i>[Signature]</i>	<i>[Signature]</i>	
29/9/20			"	Relationship of Statistics with other Sciences	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/10/20			"	Statistics as a subject; Descriptive vs. Inferential Statistics	02	<i>[Signature]</i>	<i>[Signature]</i>	
4/10/20			"	Data: Need and Sources	02	<i>[Signature]</i>	<i>[Signature]</i>	
9/10/20			"	Official collection of data in India	02	<i>[Signature]</i>	<i>[Signature]</i>	
12/10/20			"	Data Classification	02	<i>[Signature]</i>	<i>[Signature]</i>	
13/10/20			"	Tabulation - Concept, Objectives and parts of tables	02	<i>[Signature]</i>	<i>[Signature]</i>	
16/10/20			"	One way table - concept, format and representation	02	<i>[Signature]</i>	<i>[Signature]</i>	
19/10/20			"	Two way table - concept, format and representation of data	02	<i>[Signature]</i>	<i>[Signature]</i>	
20/10/20			"	General purpose table - concept, format and representation of data	02	<i>[Signature]</i>	<i>[Signature]</i>	
23/10/20			"	Special purpose Table - concept, format and representation of data	02	<i>[Signature]</i>	<i>[Signature]</i>	
26/10/20			"	Diagram - concept, format and representation of data.	02	<i>[Signature]</i>	<i>[Signature]</i>	

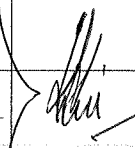
NONGSTOIN COLLEGE

Teachers' Log Book

Department Commerce

Month of October - November 2020

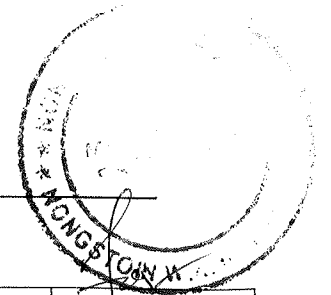


Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
27/10/20			"	Graphs - concept, format and representation of data	02	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
30/10/20			II: Inferential Statistics	Permutation and combinations	02	<i>[Signature]</i>	<i>[Signature]</i>	
2/11/20			"	Probability - concept, formula and its application	02	<i>[Signature]</i>	<i>[Signature]</i>	
3/11/20			"	Probability - Addition theorem - concept formula to practical problems	02	<i>[Signature]</i>	<i>[Signature]</i>	
9/11/20			"	Addition theorem of probability - Practical problems	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/11/20			"	Multiplication theorem of probability - concept, formula and application	02	<i>[Signature]</i>	<i>[Signature]</i>	
13/11/20			"	Multiplication theorem of Probability - practical problems	02	<i>[Signature]</i>	<i>[Signature]</i>	
16/11/20			"	Sampling Theory	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/11/20			"	Census vs. Sampling	02	<i>[Signature]</i>	<i>[Signature]</i>	
20/11/20			"	Probability - parameters and Statistics	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/11/20			"	Probability - Sampling errors	02	<i>[Signature]</i>	<i>[Signature]</i>	
27/11/20			"	Principles of Sampling	02	<i>[Signature]</i>	<i>[Signature]</i>	
30/11/20			"	Method of Sampling	02	<i>[Signature]</i>	<i>[Signature]</i>	

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Teachers' Log Book

Department Commerce



Month of December - February 2020-21

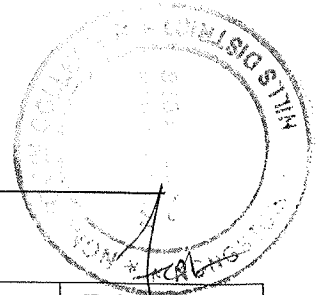
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
1/12/20			"	Methods of Sampling	02	<i>[Signature]</i>	<i>[Signature]</i>	
4/12/20			V: Business Forecasting	Analysis of Time series	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/12/20			"	Causes of variation in Time series data and components of TS	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/12/20			"	Decomposition - Additive Model	02	<i>[Signature]</i>	<i>[Signature]</i>	
11/12/20			"	Decomposition - Multiplicative Model	02	<i>[Signature]</i>	<i>[Signature]</i>	
14/12/20			"	Determination of Trend - Moving Avg Method - Concept, formula, & problem	02	<i>[Signature]</i>	<i>[Signature]</i>	
15/12/20			"	Determination of Trend - Moving Avg Method - Practical Problems	02	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
1/2/21			"	Determination of Trend - Method of least squares	02	<i>[Signature]</i>	<i>[Signature]</i>	Principal Nongston College Nongston
2/2/21			"	Computation of Seasonal indices by simple average method	02	<i>[Signature]</i>	<i>[Signature]</i>	
5/2/21			"	Computation of Seasonal indices by ratio-to-trend method	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/2/21			"	Computation of Seasonal indices by ratio-to-moving avg method	02	<i>[Signature]</i>	<i>[Signature]</i>	
9/2/21			"	Computation of Seasonal indices by link relative methods	02	<i>[Signature]</i>	<i>[Signature]</i>	
12/2/21			"	Interpolation	02	<i>[Signature]</i>	<i>[Signature]</i>	

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Teachers' Log Book

Department Commerce

Month of February 2021



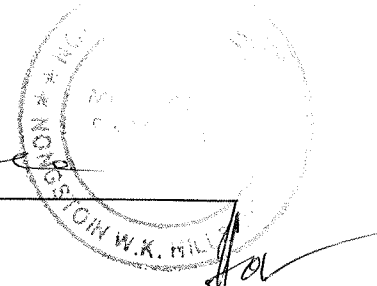
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
15/2/21			..	Extrapolation	02	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

Principal
Nongstoin College
Nongstoin

NONGSTOIN COLLEGE

Teachers' Log Book

Department Commerce



BC-101: Business Environment Month of September-October 2020

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
25/9/20	B.Com-I		I: Introduction	Meaning and significance of Business Environment	3	<i>C. K. J.</i>	<i>C. K. J.</i>	Principal Nongstoin College Nongstoin
28/9/20			"	Business Environment in Developed Countries	3	<i>C. K. J.</i>	<i>C. K. J.</i>	
1/10/20			"	Business Environment in Developing Countries	3	<i>C. K. J.</i>	<i>C. K. J.</i>	
5/10/20			"	External Business Environment	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
8/10/20			"	Components of B.E. - External (Micro)	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
9/10/20			"	Components of B.E. - External (Macro)	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
12/10/20			"	Trends - Income and Savings	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
15/10/20			"	Trends - Investment and Inflation	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
16/10/20			II: Indian Planning and economic problems	Importance of 5 year plans	4	<i>C. K. J.</i>	<i>C. K. J.</i>	
19/10/20			"	Merits and limitations of five year plans	3	<i>C. K. J.</i>	<i>C. K. J.</i>	
22/10/20			"	Major policies in 12th Five year Plan.	3	<i>C. K. J.</i>	<i>C. K. J.</i>	
23/10/20			"	Resource allocation in 12th Five year plan	5	<i>C. K. J.</i>	<i>C. K. J.</i>	
26/10/20			"	Planning - concept, objectives and importance	5	<i>C. K. J.</i>	<i>C. K. J.</i>	

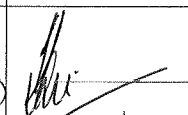
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Teachers' Log Book

Department Commerce



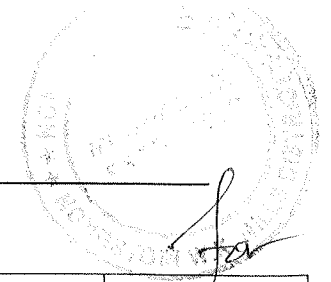
Month of October - December 2020

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
29/10/20			"	Liberalisation - Concept, objectives and impact.	5	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongston College Nongstoin
30/10/20			"	Target and achievement regarding employment	5	<i>[Signature]</i>	<i>[Signature]</i>	
2/11/20			"	Sectoral and overall growth - Primary & Secondary	5	<i>[Signature]</i>	<i>[Signature]</i>	
5/11/20			"	Sectoral and overall growth - Tertiary and comparisons	5	<i>[Signature]</i>	<i>[Signature]</i>	
9/11/20			"	Broader economic problems in India	5	<i>[Signature]</i>	<i>[Signature]</i>	
12/11/20			"	Regional balance and social justice	4	<i>[Signature]</i>	<i>[Signature]</i>	
13/11/20			"	MEYAYOG - objectives and functions	4	<i>[Signature]</i>	<i>[Signature]</i>	
26/11/20			III: Industrial and Incentive policy	Historical development with emphasis on 1956 policy	4	<i>[Signature]</i>	<i>[Signature]</i>	
27/11/20			"	Industrial policy 1991 and modifications thereof.	3	<i>[Signature]</i>	<i>[Signature]</i>	
30/11/20			"	Industrial policy 1991 and modifications thereof - Impact	5	<i>[Signature]</i>	<i>[Signature]</i>	
3/12/20			"	Small Industrial policy 1991	4	<i>[Signature]</i>	<i>[Signature]</i>	
4/12/20			"	Industrial policy for North-east - MEIIP, 2007	5	<i>[Signature]</i>	<i>[Signature]</i>	
7/12/20			"	Policy for MSMEs - Concept, objectives and types	5	<i>[Signature]</i>	<i>[Signature]</i>	


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BC-102: Principles and Practice of Mgt. Month of September - October 2020

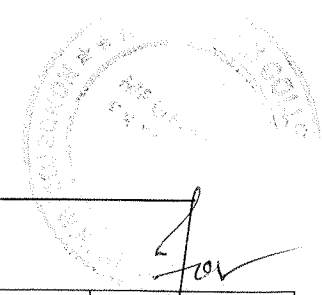
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
25/9/20	B.Com-I		I: Management - Concept	Evolution of Management Thought - A brief summary	3	<i>[Signature]</i>	<i>[Signature]</i>	 Principal Nongstoin College Nongstoin
28/9/20			"	Scientific Management - F.W. Taylor	3	<i>[Signature]</i>	<i>[Signature]</i>	
30/9/20			"	Administrative management - Henry Fayol	3	<i>[Signature]</i>	<i>[Signature]</i>	
5/10/20			"	Bureaucracy theory	3	<i>[Signature]</i>	<i>[Signature]</i>	
7/10/20			"	Major contribution of Peter Drucker to Management	5	<i>[Signature]</i>	<i>[Signature]</i>	
9/10/20			"	System Approach	5	<i>[Signature]</i>	<i>[Signature]</i>	
12/10/20			"	Contingency Approach	5	<i>[Signature]</i>	<i>[Signature]</i>	
14/10/20			"	Functions of Management	5	<i>[Signature]</i>	<i>[Signature]</i>	
16/10/20			"	Management as a dynamic process	4	<i>[Signature]</i>	<i>[Signature]</i>	
19/10/20			"	Functional areas of management	3	<i>[Signature]</i>	<i>[Signature]</i>	
21/10/20			"	Social Media Marketing	3	<i>[Signature]</i>	<i>[Signature]</i>	
23/10/20			"	Managerial Ethics	5	<i>[Signature]</i>	<i>[Signature]</i>	
26/10/20			II: Planning & Organising	Planning Premises	5	<i>[Signature]</i>	<i>[Signature]</i>	

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Month of October-November 2020

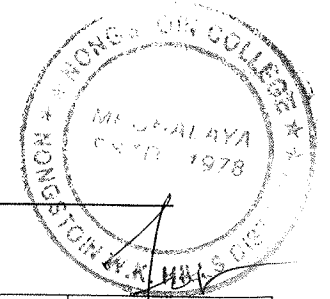


Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
28/10/20			"	Strategy and Planning	5	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i> Principal Nongstoin Col Nongstoin
30/10/20			"	Decision making	5	<i>[Signature]</i>	<i>[Signature]</i>	
2/11/20			"	Management by Objectives	5	<i>[Signature]</i>	<i>[Signature]</i>	
4/11/20			"	Organising	5	<i>[Signature]</i>	<i>[Signature]</i>	
9/11/20			"	Delegation of Authority and Decentralisation	5	<i>[Signature]</i>	<i>[Signature]</i>	
11/11/20			"	Departmentalisation	5	<i>[Signature]</i>	<i>[Signature]</i>	
13/11/20			"	Designing organisational structure - Functional & Project	4	<i>[Signature]</i>	<i>[Signature]</i>	
16/11/20			"	Designing organisational structure - Matrix & network	4	<i>[Signature]</i>	<i>[Signature]</i>	
18/11/20			IV: Change and Conflict Management	Concept, nature and process of Planned Change	4	<i>[Signature]</i>	<i>[Signature]</i>	
20/11/20			"	Emerging dimensions of management in a changing environment	5	<i>[Signature]</i>	<i>[Signature]</i>	
25/11/20			"	Managing Diversity	5	<i>[Signature]</i>	<i>[Signature]</i>	
27/11/20			"	Interpersonal Conflict	3	<i>[Signature]</i>	<i>[Signature]</i>	
30/11/20			"	Functional Conflict	5	<i>[Signature]</i>	<i>[Signature]</i>	

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BC-103: Financial Accounting Month of September - October 2020

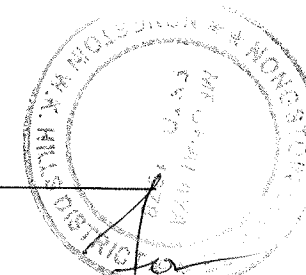
Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
25/9/20	B.Com-I		I. Introduction, Preparation and Presentation of Financial Statements	Accounting concepts, functions and principles	30	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i> principal Nongston College - Nongston
26/9/20			"	Accounting cycle and overview of Accounting Stds.	30	<i>[Signature]</i>	<i>[Signature]</i>	
30/9/20			"	Manufacturing A/c: Concept format, practical problem	3	<i>[Signature]</i>	<i>[Signature]</i>	
3/10/20			"	Manufacturing A/c: practical problems	4	<i>[Signature]</i>	<i>[Signature]</i>	
7/10/20			"	Trading A/c: concept, format simple practical problem	5	<i>[Signature]</i>	<i>[Signature]</i>	
9/10/20			"	Trading A/c: practical problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
10/10/20			"	Profit and loss A/c: Concept, format & simple practical problem	5	<i>[Signature]</i>	<i>[Signature]</i>	
14/10/20			"	Profit & loss A/c: practical problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
16/10/20			"	Profit & loss Appropriation A/c: concept, format & practical problem	4	<i>[Signature]</i>	<i>[Signature]</i>	
17/10/20			"	Profit & loss Appropriation A/c: practical problems	4	<i>[Signature]</i>	<i>[Signature]</i>	
21/10/20			"	Balance sheet - sole proprietorship: concept, format & sp. problems	3	<i>[Signature]</i>	<i>[Signature]</i>	
23/10/20			"	Balance sheet - sole proprietorship: practical problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
24/10/20			"	Preparation of Manufacturing, Trading, Profit & loss A/c, & B/S	5	<i>[Signature]</i>	<i>[Signature]</i>	

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Month of October - November 2020

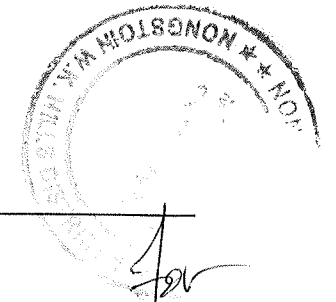


Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
28/10/20			"	Preparation of manufacturing Trading, P&L A/c and B/P	5	<i>[Signature]</i>	<i>[Signature]</i>	Principal Nongstoin College Nongstoin
30/10/20			Unit 15: Accounting for Not for Profit Organizations	Concept of NPO and Receipt and Payment A/c	5	<i>[Signature]</i>	<i>[Signature]</i>	
31/10/20			"	Receipt and Payment A/c: Practical problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
4/11/20			"	Income and Expenditure A/c: Format and Simple Practical/Problem	5	<i>[Signature]</i>	<i>[Signature]</i>	
7/11/20			"	I & E A/c: Practical Problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
11/11/20			"	Balance Sheet: Format & Simple Practical Problems	5	<i>[Signature]</i>	<i>[Signature]</i>	
13/11/20			"	Balance Sheet: Practical Problems	4	<i>[Signature]</i>	<i>[Signature]</i>	
18/11/20			"	Preparation of Income & Exp. A/c and Balance Sheet	4	<i>[Signature]</i>	<i>[Signature]</i>	
20/11/20			"	"	5	<i>[Signature]</i>	<i>[Signature]</i>	
21/11/20			"	"	5	<i>[Signature]</i>	<i>[Signature]</i>	
25/11/20			"	"	5	<i>[Signature]</i>	<i>[Signature]</i>	
27/11/20			"	Conversion of single entry system of Account to Double entry	3	<i>[Signature]</i>	<i>[Signature]</i>	
28/11/20			"	"	3	<i>[Signature]</i>	<i>[Signature]</i>	

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BC-606: Service Marketing

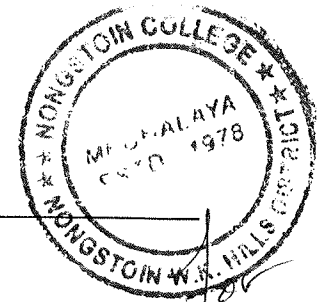
Month of April - May 2021

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
16/4/21	B.Com-VI		I: Introduction	Understanding service phenomenon; Growth of S. sector	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/4/21			u	Role of services in economy	02	<i>[Signature]</i>	<i>[Signature]</i>	
23/4/21			u	Services - Characteristics and Classification	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/4/21			u	Service Marketing - Marketing Mix	02	<i>[Signature]</i>	<i>[Signature]</i>	
30/4/21			u	Customer behaviour in service setting	01	<i>[Signature]</i>	<i>[Signature]</i>	
1/5/21			u	Targetting customers	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/5/21			u	Managing relationship and building loyalty	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/5/21			II: Planning and Managing Service Delivery	Crediting delivery system	02	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
15/5/21			u	Cyber space and firm	02	<i>[Signature]</i>	<i>[Signature]</i>	Principal Nongstoin College Nongstoin
21/5/21			u	Enhancing value by improving quality and productivity	02	<i>[Signature]</i>	<i>[Signature]</i>	
22/5/21			u	Belonging demand & capacity	02	<i>[Signature]</i>	<i>[Signature]</i>	
28/5/21			u	Managing customer's reservation and waiting lists	02	<i>[Signature]</i>	<i>[Signature]</i>	
29/5/21			III: Tourism & Travel Services	Tourism marketing - Concept and nature	02	<i>[Signature]</i>	<i>[Signature]</i>	

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BC-602 : Entrepreneurship Development Month of April - May 2021

Date	Class	Subject	Unit	Topic	No. of Students	Signature of Teacher	HOD Signature	Principal's Signature
23/4/21	B.Com-VI		I: Entrepreneurship	Entrepreneur, Entrepreneurship & Enterprise - Concepts, Importance	02	<i>[Signature]</i>	<i>[Signature]</i>	
30/4/21			"	Factors influencing entrepreneurship	01	<i>[Signature]</i>	<i>[Signature]</i>	
1/5/21			"	Pros and cons of being an entrepreneur	02	<i>[Signature]</i>	<i>[Signature]</i>	
7/5/21			"	Women entrepreneurs - Concepts, problems & promotion	02	<i>[Signature]</i>	<i>[Signature]</i>	
8/5/21			"	Types of entrepreneurs	02	<i>[Signature]</i>	<i>[Signature]</i>	
10/5/21			"	Characteristics of a successful entrepreneur	02	<i>[Signature]</i>	<i>[Signature]</i>	
15/5/21			"	Competence requirement for entrepreneurs	02	<i>[Signature]</i>	<i>[Signature]</i>	
17/5/21			"	Awareness & Self Competency and its development	02	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i> Principal Nongstoin College Nongstoin
21/5/21			"	Enterprise life cycle	02	<i>[Signature]</i>	<i>[Signature]</i>	
22/5/21			"	Profile of some successful entrepreneurs	02	<i>[Signature]</i>	<i>[Signature]</i>	
24/5/21			"	Social responsibilities of an entrepreneur	02	<i>[Signature]</i>	<i>[Signature]</i>	
28/5/21			II: Micro, Small & Medium Enterprises	Micro enterprises - definitions, product range, capital, ownership	02	<i>[Signature]</i>	<i>[Signature]</i>	
29/5/21			"	Small enterprises -	02	<i>[Signature]</i>	<i>[Signature]</i>	