

Nagindas Khandwala College
Autonomous
Self-Finance (Commerce)

M. D. D. S.

MANAGEMENT REPRESENTATIVE
ISO 9001:2015
NAGINDAS KHANDWALA COLLEGE
(AUTONOMOUS)
MALAD (W), MUMBAI - 400 064

Bachelor of Commerce (Banking and Insurance)
Teaching Learning Plan

Academic Year
2020-21



NAGINDAS KHANDWALA COLLEGE

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TERMWISE TEACHING PLAN

20-21-June/ D – TTP-SFC/BBI/PTSM

Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI Class: TYBBI Subject: INTERNATIONAL BANKING & FINANCE Name of the faculty :SUNNY MONDAL

Week	June	July	August	September	October	November
1	-----	European Monetary system Presentations	International Equity Market Presentations	Unit-3 Markets and Markets Participants	Calculation of rates using different methods Determinants of Exchange Rate	International lending operations Presentations
2	-----	Current Exchange rate system	International Bond Market Presentations	Foreign Exchange Market Presentations	Unit-IV Intro to International Banking Presentations	-----
3	Unit-I Fundamentals of International Business	Types of Exchange rates Presentations	Risk Management Internal and External Hedging	Role of FEDAI and FEMA	Recent trends in International Banking	-----
4	BOP, IMF	Unit-II Types of Cash Flows:FDI FPI and FII	Foreign currency Derivative instruments	Foreign Exchange Arithmetic Presentations	Functions of IB International Merchant Banking	-----
5	-----	Euro Currency Market Presentations	-----	Exchange rate Quotations	-----	-----

Remarks by I.O.D.: Dr. Kavita Shah

Kavita

Sign: _____

Sunny

Date: 15/6/2020

Issued by MR: Dr. Moushumi Datta

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20-21-June/ D – TTP-SFC/BBI/FTSS

Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI Class: TYBBI Subject: RESEARCH METHODOLOGY Name of the faculty: SONALI SINGH

Week	June	July	August	September	October	November
1	-----	Hypothesis	Experiment method	Unit-3 Data Analysis: Editing data	Unit-IV Advanced statistical techniques: Correlation	Report Writing Presentations
2	-----	Research design Presentations	Interview method Presentations	Coding of data Presentations	Regression Analysis Presentations	-----
3	Unit-I Intro to Research	Methods of Sampling	Survey method	Tabulation of data Analysis of Data	Factor Analysis Cluster Analysis	-----
4	Types of research	Unit-II Types of data Presentations	Questionnaire designing Scaling technique	Interpretation of Data Presentations	Discriminant Analysis Multidimensional scaling	-----
5	-----	Methods of Collection of data Observation method	-----	Testing of Hypothesis Paired sample tests	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah *Kavita*

Sign. : *Sonali*

Date: 15/6/2020 *M. Datta*

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20-21-June/ D – TTP-SFC/BBI/PTAP

Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI

Class: TYBBI

Subject: Actuarial Analysis

Name of the faculty: Amit Pandey

Week	June	July	August	September	October	November
1	----- -	Central limit Theorem Testing of hypothesis	Survival models Estimation procedure	Unit-3 Mortality Model	Expressions in form of integrals Random future lifetime	Distribution for sets of claims
2	----- -	Concept of Analysis of Variance	Distribution methods	Estimation of Transition Intensities	Unit-IV Decision Theory Decision and risk function	----- -
3	Unit-I Concept of Probability Bayes Theorem	Unit-II Principle of Actuarial Modelling	Transition intensities in Models	Testing of crude estimates	Minimax criteria Bayes criteria	----- -
4	Random Variable Probability distribution	Markov chain and process	Piecewise Intensities	Process of graduation	Modelling Individual and Aggregate losses	----- -
5	----- -	Stochastic processes	----- -	Simple assurance & Annuity contracts	----- -	----- -

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

Sign. :

Amit

Date: 16/6/2020

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20-21-June/ D – TTP-SFC/BBI/PTDS

Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI

Class: TYBBI

Subject: Financial Reporting Analysis

Name of the faculty :DARSHAN SHAH

Week	June	July	August	September	October	November
1	-----	Final Accounts of Banking Companies: FORMAT	Final Accounts of Insurance Companies: sums	Unit-3 Final Accounts of Companies: Format	IFRS-1 IFRS-2	Ethical Behavior and Implications for Accountants
2	-----	Final Accounts of Banking Companies: sums	Final Accounts of Insurance Companies: sums	Final Accounts of Companies: sums	Unit-IV Cash Flow statement: Format	-----
3	Unit-I Final Accounts of Banking Companies: legal provisions	Final Accounts of Banking Companies: sums	Final Accounts of Insurance Companies: sums	Final Accounts of Companies: sums	Cash Flow statement: sums	-----
4	Final Accounts of Banking Companies: Classification of NPA	Unit-II Final Accounts of Insurance Companies: FORMAT	Study of Accounting policies from Annual Reports of listed Insurance companies	Final Accounts of Companies: sums	Cash Flow statement: sums	-----
5	-----	Final Accounts of Insurance Companies: sums	-----	Final Accounts of Companies: sums	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah

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20-21-June/ D – TTP-SFC/BBI/FTPP

Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI

Class: TYBBI

Subject: AUDITING-I

Name of the faculty : POONAM POPAT

Week	June	July	August	September	October	November
1	-----	Basic principles governing an audit	Audit Programme Presentation	Unit-III Test Checking	Unit-IV Overview of Vouching and Verification Presentations	Verification of Liabilities Presentations
2	-----	Types of audit: Balance sheet, Continuous, Interim	Audit working papers	Audit Sampling Presentations	Vouching of Income	-----
3	Unit-I Basics of Auditing: Users, Meaning, Objectives	Types of audit: Final, Concurrent,	Audit working papers Presentations	Internal Control: Sales, Purchases	Vouching of Expenses Presentations	-----
4	Error and its Types Frauds and its Types	Types of Reports Presentations	Audit note book	Internal Control: Debtors, Creditors	Verification of Assets	-----
5	-----	Unit-II Audit Planning	-----	Internal Audit Presentations	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah *Kavita*

Sign. : *Poonam*

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Academic Year: 2020-21

Term: Sem V

Department: SFC-BBI Class: TYBBI Subject: FINANCIAL SERVICES MANAGEMENT Name of the faculty: DR.KAVITA SHAH

Week	June	July	August	September	October	November
1	-----	Financial Innovations Presentations	Calculation of NAV of mutual funds Presentations	Unit-3 Intro to Securitization Presentations	Unit-IV Intro to Housing Finance Industry Presentations	Consumer Credit scoring Presentations
2	-----	Merchant Banking	Factoring and its types International Factoring	Securitization structure Conditions of securitization	Policies, Sources and Market in India	-----
3	<u>Unit-I</u> Intro to Financial Services	Pledge and Hypothecation Presentations	Forfeiting and its working Presentations	Securitization in India and abroad Presentations	NHB and ALM system in housing finance Presentations	-----
4	Types of Activities	Unit-II Intro to Mutual Funds Classification of Mutual funds	Benefits and drawbacks of forfeiting	Overview of Depository Depository system in India	Consumer Finance: Sources and Types	-----
5	-----	Advantages & limitations of MF	-----	Rights and Obligation of Depository	-----	-----

Remarks by H.O.D.:

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20-21-June/ D – TTP-SFC/BBI/PTND

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: FINANCIAL MARKETS

Name of the faculty : NEHA DOSHI

Week	June	July	August	September	October	November
1	-----	Financial sector reforms 1991	Indian Stock Market Indian Equity Market	Unit-3 Overview of commodities market	Commodities exchange abroad Commodities investment	Derivatives traded in India
2	-----	Monitoring framework for financial conglomerates	IPO, ESOP, Right issues	Types of commodities traded	Unit-IV Intro to Derivatives market	-----
3	Unit-I Indian Financial system	Structure of Indian Financial system	Indian Debt Market	Structure of commodities market	Elements of Derivatives contract	-----
4	Role of Government in Financial development	Organized and unorganized markets and financial assets	Primary and secondary segments	Participants in commodities market	Types, Advantages and disadvantages of Derivatives	-----
5	-----	Unit-II Indian Money market Indian Capital market	-----	Commodities in India	-----	-----

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20-21-June/ D – TTP-SFC/BBI/PTGS

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: I.T

Name of the faculty :GAURI SANE

Week	June	July	August	September	October	November
1	-----	Components of I-way	Evolution and legal framework of e-banking	Unit-3 Ms-Excel: charts Ms-Excel PIVOT table	Application of Ms-Excel in Insurance sector	Online shopping frauds Cyber security
2	-----	Architectural framework of E-commerce	Electronic payment systems (EPS)	Ms- excel Vlookup, hlookup, and other functions	Unit-IV Need and history of Cyber law	-----
3	Unit-I E-commerce Framework E-commerce Application	World wide web	Types of EPS	Date and Time functions, Annotating Formulae	Types of Threats and attacks	-----
4	Market forces of I-way	Unit-II E-banking overview	Risk in EPS Designing EPS	MS-excel advanced features	SMS forging frauds	-----
5	-----	Core-banking	-----	Application of MS-Excel in Banking sector	-----	-----

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Gauri Sane

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20-21-June/ D – TTP-SFC/BBI/PTBP

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: FINANCIAL MANAGEMENT

Name of the faculty : BHUMIKA PATEL

Week	June	July	August	September	October	November
1	-----	Short term sources of finance	Financial Planning	Unit-3 Capital Budgeting: Nature and Purpose	Unit-IV Overview of cost of capital Measurement of cost of capital	Dividend Policies (Walter and Gordon model)
2	-----	Importance and scope of FM	Approach of EVA and FCF	Process and types of Capital investment	Measurement of WACC and MCC	-----
3	Unit-I Overview of Finance Types of Finance	Functions and Objectives of FM	Time Value of Money	Capital Budgeting Techniques: NPV	Importance and choice of Capital structure	-----
4	Long term sources of Finance	Unit-II Financial goal setting overview	Techniques of Discounting and Compounding	Capital Budgeting Techniques: PI	Capital structure theories	-----
5	-----	Financial forecasting	-----	Capital Budgeting Techniques: Discounted payback	-----	-----

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Bhumika Patel

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Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: MANAGEMENT ACCOUNTING

Name of the faculty : POONAM SHAH

Week	June	July	August	September	October	November
1	-----	Unit-II Format of balance sheet and Revenue statement	Revenue statement ratios	Unit-3 Concept and Nature of working capital	Unit-IV Meaning and types of Dividend policies	Legal Procedurals for dividend policies Tax aspects related to Dividend Decisions
2	-----	Financial Statement Analysis	Examples Discussion of Assignment	Planning of WC	Factors and Forms of Dividend	-----
3	Unit-I Overview of MA: Functions and Objectives	Ratio Analysis Meaning and Classification	Combined Ratios	Estimation of WC requirement	Determinants of Dividend Policy	-----
4	Role of MA Tools of MA	Balance sheet ratios	Examples	WC estimates for trader	Dividend policy in India	-----
5	-----	Examples	-----	WC estimates for manufacturer	-----	-----

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20-21-June/ D – TTP-SFC/BBI/PTRI

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: Direct Taxation

Name of the faculty : RAMNATH IYER

Week	June	July	August	September	October	November
1	-----	Scope of Total Income	Income from house property	Income from other sources	Unit-IV Computation of Total Income	Comprehensive practical examples
2	-----	Residential status calculation	Income from house property	Unit-III Deductions from total Income	Comprehensive practical examples	-----
3	Unit-I Basics terms (section 2,3,4)	Examples	Income from profits and gains from business	Deductions from total Income	Comprehensive practical examples	-----
4	Scope of total Income	Unit-II Heads of Income Salary Income	Income from profits and gains from business	Deductions from total Income	Comprehensive practical examples	-----
5	-----	Salary Income	-----	Deductions from total Income	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah

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20-21-June/ D – TTP-SFC/BBI/PTRI

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: Direct Taxation

Name of the faculty : RAMNATH IYER

Week	June	July	August	September	October	November
1	-----	Scope of Total Income	Income from house property	Income from other sources	Unit-IV Computation of Total Income	Comprehensive practical examples
2	-----	Residential status calculation	Income from house property	Unit-III Deductions from total Income	Comprehensive practical examples	-----
3	Unit-I Basics terms (section 2,3,4)	Examples	Income from profits and gains from business	Deductions from total Income	Comprehensive practical examples	-----
4	Scope of total Income	Unit-II Heads of Income Salary Income	Income from profits and gains from business.	Deductions from total Income	Comprehensive practical examples	-----
5	-----	Salary Income	-----	Deductions from total Income	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah

Sign. : RNF

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20-21-June/ D – TTP-SFC/BBI/PTSM

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: RISK MANAGEMENT

Name of the faculty : SUNNY MONDAL

Week	June	July	August	September	October	November
1	-----	Enterprise Risk Mgt	Forward, futures and Options	Unit-3 Evolution of credit risk Presentations	Unit-IV Estimation of Volatilities and correlation	Risk Management of Derivatives Measures of Interest rate sensitivity
2	-----	Risk mgt failures Presentations	Hedging contract Presentations	Credit life cycle Loan review mechanism	Montecarlo stimulations Presentations	-----
3	<u>Unit-I</u> Basic types of risks Role of RM	2007 Financial Crisis Presentations	Fixed income securities Presentations	RBI guidelines on credit rating in banks	Linear Value at risk Presentations	-----
4	Enterprise Risk Mgt	Unit-II Equity, Currencies and Commodities market	RM through derivatives Credit rating agencies	Introduction to Basel norms	Risk Adjusted return on capital	-----
5	-----	Derivatives Market	-----	Calculation of Capital Adequacy Ratio	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

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Sunny

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20-21-June/ D – TTP-SFC/BBI/FTSJ

Academic Year: 2020-21

Term: Sem III

Department: SFC-BBI

Class: SYBBI

Subject: FC-III

Name of the faculty : SWAPNA JOSHI

Week	June	July	August	September	October	November
1	-----	Policies & Practices of HRM	Competency based job analysis	Recruitment strategies Presentations	Performance Appraisal: Methods benefits and limitations	Participative Management Employee Welfare Presentations
2	-----	Role and Functions of HRM Presentations	Job satisfaction Presentations	Unit-3 Nature & process of Training	Unit-IV Need and Importance of Compensation	-----
3	Unit-I Intro to HRM: nature & Scope	Strategic functions of HRM	HR Planning Methods of HR planning	Methods of Training Presentations	Current trends in compensation Presentations	-----
4	Functions and Objectives of HRM	Global HR practices Presentations	Promotions and Transfers Presentations	Management development Programme	Pension Schemes VRS Scheme	-----
5	-----	Unit-II Job Analysis & Design Job evaluation	-----	Methods of development programme	-----	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

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Joshi

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20-21-June/ D – TTP-SFC/BBI/FTND

Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI Class: FYBBI Subject: BUSINESS COMMUNICATION Name of the faculty : NELSON DANIEL

Week	September	October	November	December
1	Unit-I Concept of Communication	Unit-II Barriers to Communication	Unit-III Theories of Business letter writing	Unit-IV Commercial terms used in Business
2	Channels of Communication	Listening skills Presentations	Parts and structure of letter writing Presentations	Paragraph writing Presentations
3	Objectives of Communication Presentations	Intro to Business Ethics CSR activities	-----	Activities: listening, speaking Activities: writing, spelling
4	Methods of communication	Patents and IPR Presentations	Personnel Correspondence: SOP, Resume	Reading Comprehension Presentations
5	Modes of communication Presentations	e-waste human rights violation and Discrimination	Letter of Acceptance and Resignation Presentations	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

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[Signature]

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20-21-June/ D – TTP-SFC/BBI/FTSJ

Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI

Class: FYBBI

Subject: PRINCIPLES OF MANAGEMENT

Name of the faculty : DR. SWAPNA JOSHI

Week	September	October	November	December
1	Unit-I Concept and Nature of management	Unit-II Functions of Management	Unit-III Overview of strategic Management Presentations	Unit-IV Social Responsibility of Management Case studies
2	Significance and overview of management	Planning and Organizing Presentations	Factors affecting SM Types of strategies	Management of Change Presentations
3	Managerial Roles Presentations	Staffing and Directing Presentations	-----	Business Ethics and corporate governance
4	Contribution of Management Thinkers	Controlling and Reporting	Corporate Portfolio Analysis Presentations	Management of crisis Presentations
5	Contribution of Management Thinkers Presentations	Budgeting Presentations	Hofers Matrix	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

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20-21-June/ D – TTP-SFC/BBI/FTGD

Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI

Class: FYBBI

Subject: FOUNDATION COURSE-I

Name of the faculty : GARGI DUBEY

Week	September	October	November	December
1	Unit-I Multi-cultural diversity	Unit-II Concept of Disparity	Unit-III Disparities arising out of Gender	Unit-IV Philosophy and structure of the constitution of India
2	Population Distribution	Inequalities manifested due to caste system Presentations	Inequalities faced by people with disabilities	Fundamental duties of Indian citizens Basic Features of constitution
3	Linguistic Diversity Presentations	Understanding intergroup conflicts	-----	Political party system in India
4	Regional Variations	Causes and effects of conflicts	Presentations	Presentations
5	Concept of Diversity as Difference Presentations	Presentations	Understanding issues of people with physical and mental disabilities	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

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Gargi

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Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI Class: FYBBI Subject: BUSINESS ECONOMICS Name of the faculty : DR. KAVITA SHAH

Week	September	October	November	December
1	Unit-I Scope and Importance of Business Economics	Unit-II Elasticity of Demand: Meaning and significance	Unit-III Production Function: Short run Analysis Two variable inputs	Unit-IV Market structure: Perfect competition and Monopoly
2	Incremental and Marginal Cost concepts	Types and measurement of elasticity of Demand	Long run production function Laws of returns of scale	Monopolistic competition
3	Functional Relations Presentations	Demand estimation and methods of demand estimation	-----	Oligopolistic markets Cost oriented pricing methods
4	Marginal Analysis in Decision Making	Demand forecasting	Economies and Diseconomies of scale Cost concept	Case studies and Presentations
5	Basics of Market Demand Presentations	Presentations	Presentations	-----

Remarks by H.O.D.: *Mou*

Sign. : *Kavita*

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Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI

Class: FYBBI

Subject: FINANCIAL ACCOUNTING

Name of the faculty : POONAM POPAT

Week	September	October	November	December
1	Unit-I Meaning and Scope of Accounting	Journal and Ledger Practical sums	Unit-III Format and Importance of Final Accounts of Trader and Manufacturer	Unit-IV Issue of Shares: understating process and accounting transactions Practical sums
2	Accounting Concepts and Conventions	Subsidiary books Practical sums on Cash book	Practical sums on Final Accounts	Practical sums on Issue of Shares
3	Classification of Expenditure Classification of Receipts	Bank Reconciliation statement Practical sums	-----	Issue of Debentures: Understanding process and accounting transactions Practical sums
4	Accounting Standards 1,9,10 Discussion of Assignment	BRS sums Depreciation Accounting Practical sums	Practical sums on Final Accounts	Practical sums on Issue of Debentures
5	Unit-II Accounting Cycle	Depreciation Accounting Practical sums	Practical sums on Final Accounts	-----

Remarks by H.O.D.: Dr. Kavita Shah

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Term: Sem I

Department: SFC-BBI

Class: FYBBI

Subject: ENVIRONMENT & MANAGEMENT OF FINANCIAL SERVICES

Name of the faculty: SHEETAL PATIL

Week	September	October	November	December
1	Unit-I Overview of Financial system	Unit-II Overview of Banking sector	Unit-III Overview of Insurance sector	Unit-IV Types of Risk Methods of mitigating risk
2	Financial Institutions and Intermediaries	Understanding Banking operations	Understanding operations of Insurance sector	Asset-liability management RBI Act and Prudential norms
3	Developmental Financial Institutions Presentations	Functions and role of banks Presentations	-----	IRDA Act and Prudential norms Presentations
4	Banking and NBFCs	Types of banks and organizational structure	Role and functions of Insurance sector Presentations	SEBI Act and Prudential norms Presentations
5	Financial Instruments	Types of Accounts and services	Types of Insurance and Insurance products	-----

Remarks by H.O.D.: Dr. Kavita Shah

Sign. : _____

Date: 1/9/2020

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20-21-June/ D – TTP-SFC/BBI/PTKR

Academic Year: 2020-21

Term: Sem I

Department: SFC-BBI Class: FYBBI Subject: QUANTITATIVE METHODS Name of the faculty : KAVITA RANA

Week	September	October	November	December
1	Unit-I Organizing Data Frequency Distribution	Unit-II Concept and measures of Dispersion	Unit-III Concept of Probability Yen diagrams	Unit-IV Concept and Usage of Index numbers
2	Graphical and diagrammatic preparation of Frequency distribution	Quartile deviation Mean deviations	Rules of Probability Conditional and unconditional	Construction and usage of Index numbers
3	Measures of Central Tendency	Standard Deviation Application of Co-variance	-----	Test of Consistency
4	Averages and Types of Averages	Correlation and Types	Baye Theorem, Discrete and continuous variable	Value index numbers Consumer Price Index numbers
5	Quartiles, Deciles and percentiles	Regression and estimation using regression	Decision theory Normal distribution	-----

Remarks by H.O.D.: Dr. Kavita Shah

Kavita

Sign. : *K. Rana*

Date: 1/9/2020

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20-21-Jan/ D – TTP-SFC/BBI/FTSS

Academic Year: 2020-21

Term: Sem. VI

Department: SFC-BBI

Class: TYBBI

Subject: Wealth Management

Name of the Faculty: Sonali Singh

Week	Topics to be covered			
	January	February	March	April
1		Internal Test #1 Unit 2: Wealth Management Strategy Wealth Management Strategy <ul style="list-style-type: none"> ➤ Meaning & scope of wealth management strategy ➤ The unwealthy habits. ➤ Philosophy of wealth creation & management ➤ Need for planning 	<ul style="list-style-type: none"> ➤ Financial Planning in India ➤ Financial Blood Test Report B) Financial Mathematics: Calculation of returns (CAGR, Post-tax returns, etc.)	Insurance Planning: <ul style="list-style-type: none"> ➤ Meaning ➤ Basic principles of insurance ➤ Functions and Characteristics of Insurance ➤ Rights and responsibilities of Insurer and Insured
2	Unit 1: Introduction to Wealth Management A) Overview <ul style="list-style-type: none"> ➤ Meaning & Scope of Wealth Management ➤ Wealth cycle ➤ Wealth Management Process ➤ Introduction to Financial literacy. 	Investment planning: <ul style="list-style-type: none"> ➤ Types of investment risk ➤ Risk profiling of investors & asset allocation (life cycle model) ➤ Asset allocation strategies (strategic, tactical, life-cycle based) 	<ul style="list-style-type: none"> ➤ Calculation of Total assets ➤ Net worth calculations Internal Test # 3 <ul style="list-style-type: none"> ➤ Case Study Discussion ➤ Article Discussion 	<ul style="list-style-type: none"> ➤ Types of life insurance policies ➤ Types of general insurance policies ➤ Health insurance – Mediclaim ➤ Calculation of Human Life Value : Belth Method CPT

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3	B) Savings and Investments <ul style="list-style-type: none"> ➤ Nature and Scope of Saving Investments ➤ Objectives of Saving and Investment (Tax Saving, Income and Growth of Capital) ➤ 	<ul style="list-style-type: none"> ➤ Goal based financial planning ➤ Active & passive investment strategies Internal Test #2 Article Discussion	Unit 4: Retirement & Estate Planning Retirement Planning <ul style="list-style-type: none"> ➤ Meaning & Objectives of Retirement planning ➤ Gifts & Trust ➤ Charity planning ➤ Avoidable mistakes in retirement planning 	Internal Test #4 <ul style="list-style-type: none"> ➤ Revision
4	<ul style="list-style-type: none"> ➤ Investment Alternatives ➤ Investment Attributes ➤ Approaches to investment decision making 	Unit 3: Financial Planning & Financial Mathematics: <ul style="list-style-type: none"> ➤ Financial Planning - Introduction ➤ Role of Financial planner ➤ Process of financial planning ➤ Cash flow analysis 	Estate planning <ul style="list-style-type: none"> ➤ Meaning & scope ➤ Need for Estate planning ➤ Tools for Estate planning ➤ Case Study 	
5	<ul style="list-style-type: none"> ➤ Qualities for successful investment ➤ Alternatives to Investment decision - Direct & Indirect 	-----	<ul style="list-style-type: none"> ➤ Considerations for personal property and collectibles 	

Remarks by H.O.D.: Kavita

Sign.: CC

Date: 20/1/2019

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20-21-Nov/ D – TTP-SFC/BBI/FTKS

Academic Year: 2020-21

Term: Sem. IV

Department: BBI Class: TYBBI

Subject: **MARKETING OF FINANCIAL SERVICES**

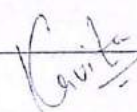
Name of the Faculty: **Dr. KAVITA SHAH**

Week	January	February	March	April
1		1.4 Service Market Segmentation 1.4 Service Market Segmentation Internals - Test 1	2.4 Integrated Marketing Communication 2.4 Integrated Marketing Communication Internals – Test 2	Unit IV – Marketing in 21st Century 4.1 Marketing in 21 st century
2	Unit I- Introduction to Services Marketing 1.1 Product and Service Distinction: Characteristics of Financial Services	Unit II – Market Research in Services Marketing 2.1 Market Research in Services Marketing	Unit III – Rural Marketing 3.1 Characteristics of rural market	4.2 E Marketing Mix 4.2 E Marketing Mix 4.3 Marketing through Social Media Platforms 4.3 Marketing through Social Media Platforms
3	1.2 Service Encounter 1.2 Service Encounter Individual Presentations start	2.2 Consumer Expectations 2.2 Consumer Expectations	3.2 Pricing methods and pricing practices in rural market 3.2 Pricing methods and pricing practices in rural market	4.4 Emerging challenges in banking sector and methods to overcome these challenges 4.4 Emerging challenges in banking sector and methods to overcome these challenges Internal – Test 4
4	1.3 Service Marketing Mix 1.3 Service Marketing Mix	2.3 Consumer Buying Behaviour 2.3 Consumer Buying Behaviour	3.3 Promotion strategies for rural markets 3.3 Promotion strategies for rural markets	
5	1.3 Service Marketing Mix Unit I- Introduction to Services Marketing	Unit II- Market Research in Services Marketing	3.4 Rural Marketing Information System 3.4 Rural Marketing Information System Internals – Test 3	


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Remarks by H.O.D.: _____

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Date: 20/1/2021

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20-21-Nov. / D – TTP-SFC/BBI/FTPVS

Academic Year: 2020-21 Term: Sem. VII

Department: SFC Class: TYBBI Subject: Security Analysis and Portfolio Management (SAPM) Name of the Faculty: Ms. Poonam Shah

Week	January	February	March	April
1		Portfolio Analysis – Meaning and its components, Calculations of Expected Rate of Return and Risk, Calculations of Covariance, Risk – Return trade off	Bond Pricing, Bond Risk, Bond Duration Test 2	Mathematical Indicators – Moving Averages, Oscillators, Relative Strength Index Market Indicators, Fundamental Analysis V/S Technical Analysis Test 3
2	UNIT I Portfolio Management – An Introduction and Process Investment Meaning, Characteristics, Objectives, Investment V/S Speculation	Portfolio Selection – Markowitz Model, Measuring Security return and portfolio return and risk under Single Index Model And Multi Index Model Group Presentation Starts Test 1	Unit III Fundamental Analysis and Technical Analysis Economy Analysis, Industry Analysis, Company Analysis – Financial Statements, Analysis of financial statements	Unit IV – Efficient Market Theory & CAPM Random Walk Theory, Efficient market and Market Efficient Hypothesis
3	Investment V/S Gambling, Types of Investors, Portfolio Management – Meaning, Evolution, Phases,	UNIT II Portfolio Management – Valuation Portfolio Revision, Portfolio Evaluation	Ratio Analysis, Assessment of risk (Leverages), Dow Theory	CAPM – Theory & Sums Test 4
4	Role of Portfolio Managers, Advantages of Portfolio Management.	Bond Valuation – Bond Return, YTM, Yield to Call	Technical Analysis – Meaning, Principles, Patterns	
5	Investment Environment in India and Factors Conducive for Investment in India.		Technical Analysis – Patterns	

Remarks by H.O.D.:

Kavita

Sign:

Poonam

Date: 20/1/2021

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TERMWISE TEACHING PLAN

20-21-Jan/ D – TTP-SFC/BBI/FTPP

Term: Sem VI

Academic Year: 2020-21

Department: SFC-BBI

Class: TYBBI

Subject: AUDITING-II

Name of the faculty : POONAM POPAT

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	-----	UNIT-II: Audit of Banking Companies Introduction of Banking companies, Features INTERNAL TEST-1 ON 9/2/2021	UNIT-III Audit of Insurance sector: Introduction to Insurance business, Types of Insurance: LIC and GIC	UNIT-IV NEW AREAS OF AUDIT: Cost. HR, Management, Operational, Forecast, Social, Tax, Forensic, Environmental audit
2	UNIT-I COMPANY AUDIT Qualification, Disqualification, Appointment, Re-appointment, Remuneration, Removal of auditor Rights, Duties and liabilities of Company auditor	Forma and content of Financial statements of a banking Company Long Form Audit Report (LFAR)	INTERNAL TEST-2 ON 2/3/ 2021 Audit of LIC	Audit in EDP environment, General approach to EDP audit and CAAT's
3	Branch, joint and special audit, Maintenance of book of accounts, Related party disclosure	Initial considerations, Internal control system Conducting an audit of income and expenses	Audit of GIC	Professional Ethics and Schedules relating to Professional misconduct as per schedules to Chartered Account act. 1949 INTERNAL TEST-4 ON 14/4/2021
4	Segment reporting, Divisible profit, Dividend and Depreciation, Representation by Management PRESENTATION STARTS: 27/1/2021	Verification of assets and Liabilities as per RBI guidelines	Books of Accounts, Preparation of audit report INTERNAL TEST-3 ON 23/3/2021	----- <i>M Datta</i> MANAGEMENT REPRESENTATIVE

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5	Contents of annual report, Distinction between report and certificate. Types of audit reports,		Financial statements and Audit report as per regulatory requirements	
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Remarks by H.O.D.: Swita

Sign.: Moumami

Date: 20/1/2020

5	Contents of annual report, Distinction between report and certificate. Types of audit reports,		Financial statements and Audit report as per regulatory requirements	
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Remarks by H.O.D.:

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TERMWISE TEACHING PLAN

20-21-Jan/ D – TTP-SFC/BBI/FTMT

Academic Year: 2020-21

Term: II

Class: TYBBI

Sem: VI

Department: SFC- BBI

Subject: BANKING ASPECTS IN BUSINESS

Name of the faculty: MEHA MANDAWEWALA

Week	January	February	March	April
1	UNIT 1 - ENTREPRENEURSHIP <input type="checkbox"/> Entrepreneurship: concept, features, need and importance, functions	UNIT 2. TURNAROUND MANAGEMENT <input type="checkbox"/> Industrial Sickness: meaning, causes, symptoms, consequences	3. CORPORATE RESTRUCTURING 15 <input type="checkbox"/> Restructuring: concept, types, teams, issues.	<input type="checkbox"/> Role of institutes for turnaround: role of banks, BIFR
2	<input type="checkbox"/> Entrepreneur: meaning, skills, traits, creativity and innovation	<input type="checkbox"/> Turnaround: meaning, concept, indicators, selling of sick units, going private	<input type="checkbox"/> Mergers and acquisition: concept, types, features, process, merits, limitations, issues <input type="checkbox"/> Takeover: concept, types, features, process, merits, limitations, issues	<input type="checkbox"/> Role of institutes in restructuring: role of banks and NBFCs, venture capitalist, merchant bankers
3	<input type="checkbox"/> Business plan: meaning and concept, benefits, developing a business plan, preparing a business proposal and project report	<input type="checkbox"/> Turnaround packages: BPR, TQM, 5s, Kaizen, flowcharts and process mapping	PRESENTATIONS INTERNAL TEST	PRESENTATIONS INTERNAL TEST
4	PRESENTATIONS INTERNAL TEST	PRESENTATIONS INTERNAL TEST	UNIT 4. ROLE OF FINANCIAL INSTITUTIONS <input type="checkbox"/> Institutional support for entrepreneurial activities:	-----
5	Academic Year: 2020-21 ----- Department: SFC - BBI	Term: II ----- Subject: Banking Aspects in Business	financial incentives by government, bank schemes, other NBFCs	-----

Remarks by H.O.D.:

Carita

Sign.:

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Date:

20/1/2021

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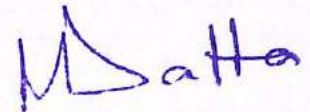
Academic Year: 2020-21

Term: Sem. IV

Department: BBI Class: SYBBI

Subject: Corporate and Securities Law

Name of the Faculty: Ms. Sheetal Desai

Week	January	February	March	April
1		Unit 2: REGULATORY FRAMEWORK GOVERNING STOCK EXCHANGES AS PER SECURITIES CONTRACTS REGULATION ACT 1956: Definition of Securities, Spot Delivery Contract, Ready Delivery Contract, Stock Exchange. Corporatization and demutualization of Stock Exchange –Meaning, Procedure & Withdrawal Power of recognised Stock Exchange to make rules restricting voting rights etc.	Issues of Disclosure Investors Protection Guidelines: Pre & Post obligations-conditions for issue-Debt Security-IPO-E-IPO-Employee option-right-bonus	The Depository Act 1996 – Objectives, Eligibility condition for depository services,
2	Unit 1: COMPANY LAW – AN OVERVIEW Development of Company Law in India Doctrines Governing Corporates – Lifting the Corporate Veil, Doctrine of Ultra Vires, Constructive Notice, Indoor Management, Alter Ego.	Power of Central Government to Direct Rules or Make rules Power of SEBI to make or amend bye laws of recognised stock exchange Books and Accounts to be maintained by recognized stock exchange	preferential allotment intermediary-operational-promoter lock in period requirements-offer document. Internal Test 3	Bye laws of depository,  MANAGEMENT REPRESENTATIVE <small>ISO 9001 - 2015</small> NAGINDAS KHANDWALA COLLEGE <small>(AUTONOMOUS)</small> MALAD (W), MUMBAI - 400 084

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3	The Principle of Non-Interference (Rule in Foss V/s Harbottle) – Meaning, Advantages, Disadvantages & Exceptions, Majority and Minority Rights under Companies Act	Grounds on which stock exchange can delist the securities of a company Section 3 to Section 20 <u>Internal Test 2</u>	Unit 4: THE DEPOSITORIES ACT, 1996 Depository – Meaning, Benefits,	Governance of Depository and Internal audit of depository Participants BSDA and single registration for depository participants Internal Test 3
4	Application of Company Law to Banking and Insurance Sector - Application of Companies Act to Banking and Insurance sector governed by Special Acts. <u>Internal Test 1</u>	Unit 3: SECURITY EXCHANGE BOARD OF INDIA: SEBI: Objectives-terms-establishment-powers-functions-accounts and audit- penalties – registration	Models	_____
5	-----	-----	Functions Participants	_____

Remarks by H.O.D.:

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Date:

20/12/21

Sign. :

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20-21-Jan/ D – TTP-SFC/BBI/PTGS

Term: Sem IV

Academic Year: 2020-21

Department: SFC-BBI

Class: SYBBI

Subject: Information Technology - II

Name of the faculty: Prof. Gauri B. Sane

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	-----	The other e-banking business model; The use of cryptocurrency; Some other mode to make payment. Unit 2 - Development Life Cycle, Project Management, Building Data Centers, Role of DBMS in Banking.	Institute for Development & Research in Banking & Technology (IDRBT). E-Checks- Protocols and Standards. Problems on mechanization, e-Banking-RBI Regulations & Supervision, Technology Diffusion. Presentation / Assignment of students.	Use of outlook express: configuring outlook express, creating and managing profile in outlook, sending and receiving e-mails via outlook express, Emailing the merged documents, boomerang facility of email. Presentation / Assignment of students.
2	Introduction to subject; Discussion about syllabus; Unit 1 - Electronic banking; Popular types of e-banking	Data Warehousing and Data Mining, RDBMS Tools Technological Changes in Indian Banking Industry, Trends in Banking and I.T, Technology in Banking, Lead Role of Reserve Bank of India, New Horizons for Banking based IT, Unit 1 - MCQ TEST 11/2/2021	Unit 3 – I.T Applications and banking, Objectives, Electronic Commerce and Banking, Banking Software. Presentation / Assignment of students.	Google drive: usage of Google drive in storing the Google documents, excel sheets, presentations and PDF files. Presentation / Assignment of students.
3	services in India; The various models of e-banking: Home banking, Office banking, Online / Internet banking.	Automated Clearing House Operations, Electronic Wholesale Banking Credit Transfer, Credit Information Bureau Ltd, Credit	Electronic Clearing and Settlement Systems, Plastic Money- any latest mobile application to make payment.	Unit 4 - MCQ TEST 13/4/2021. Presentation / Assignment of students.

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	Information, Company Regulation Bill- 2004, Automation in Indian Banks, Cheque clearing using MICR technology. Presentation / Assignment of students.	Presentation / Assignment of students. Unit 2 - MCQ TEST 18/3/2021.	Revision and doubt solving session will be conducted.
4	Mobile banking, Telephone banking, SMS banking, NUUP / USSD banking. Innovations, Products and Services, Core-Banking Solutions (CBS), Human Resource Development (HRD)-The Road Ahead. Technology in Banking Industry: Teleconferencing, Internet Banking, Digital Signature in Banking, MICR-Facility for 'paper-based' clearing, Cheque Truncation, Dealing with Fraudulent transactions under CTS Efficient customer service, smart quill computer pen. Presentation / Assignment of students.	Unit 4 – MS-PowerPoint: Internal links between slides, hyperlinks, embedding multimedia content onto the slides, slide animation, timer, creating new presentation by existing theme, import online themes, creating a template of presentation, save and run the slide show – use of master slide in presentation. Presentation / Assignment of students.	-----
5	The various services offered by mobile banking, telephone banking, SMS banking and USSD banking. Modes / Models of electronic payment. -----	Use of mobile application - BHIM or any other app for banking purpose. Introduction to Tally ERP 9.0 – Basic features. Applications of Internet: Introduction to e-mail, writing professional e-mails, creating digitally signed documents. Unit 3 - MCQ TEST 30-3/2021	-----

Remarks by H.O.D.:

Kavita

Sign. :

Gausi

Date: 20/1/2021

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20-21-Jan/ D – TTP-SFC/BBI/FTPP

Term: Sem VI


Academic Year: 2020-21

Department: SFC-BBI

Class: SYBBI

Subject: FINANCIAL MANAGEMENT

Name of the faculty : POONAM POPAT

Week	JANUARY 2021	FEBRUARY 2021	MARCH 2021	APRIL 2021
1	-----	UNIT-II: Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. Practical Examples PRESENTATION STARTS FROM 4/2/2021	UNIT-III Introduction, Meaning and Essentials of Budget, Types of Budget, Advantages of Budgeting, Zero Based Budgeting, Master Budget, Sales Budget, Production Budget INTERNAL TEST-2 ON 1/3/ 2021	UNIT-IV Meaning of Strategic Financial Management, Functions of Strategic financial management, Business Risk and Financial Risk Introduction, Debt v/s Equity Financing, Types of Leverage, Investment Objective/Criteria for Individuals/Non-Business Purpose.
2	UNIT-I WORKING CAPITAL MANAGEMENT: Estimating working capital needs, Operating or working capital cycle, Determinants, Approaches Practical examples on Estimate of Working Capital including MPBF	Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies, Practical Examples	Material Budget, Cash Budget and Flexible Budget. Practical Examples on Budgeting	Practical examples on Leverage  MANAGEMENT REPRESENTATIVE ISO 9001:2015 NAGINDAS K. KHANDWALA COLLEGE (AUTONOMOUS) MALAD (W), MUMBAI - 400 064

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3	Practical examples on Estimate of Working Capital including MPBF	Inventory Management: Objectives; and Techniques like EOQ, ABC, VED perpetual and periodic inventory control	Practical Examples on Budgeting	Practical examples on Leverage INTERNAL TEST-4 ON 15/4/2021
4	Working Capital Financing: Trade Credit; Bank Credit; Commercial Papers;	Practical Examples	Practical Examples on Budgeting INTERNAL TEST-3 ON 25/3/2021	-----
5	Certificate of Deposits (CDs); Financing. INTERNAL TEST-1 ON 28/1/2021	-----	Practical Examples on Budgeting Unit-IV: Introduction	-----

Remarks by H.O.D.:

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Date: 10/1/2020

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Practical examples on Estimate of Working Capital including MPBF

Inventory Management: Objectives; and Techniques like EOQ, ABC, VED perpetual and periodic inventory control

Working Capital Financing: Trade Credit; Bank Credit; Commercial Papers;

Practical Examples

Certificate of Deposits (CDs); Financing.
INTERNAL TEST-1 ON
28/1/2021

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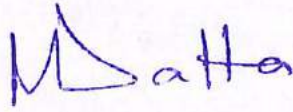
20-21-Jan/ D – TTP-SFC/BBI/PTBP

Academic Year: 2020-21

Term: Sem IV

Department: SFC-BBI Class: SYBBI Subject: Cost Accounting

Name of the faculty: Mrs. Bhumika A. Patel

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	----- -	UNIT 2 – Reconciliation of Cost & Financial Accounts and Marginal Costing Reconciliation of cost and financial accounts. Class Test 1	Profit Volume and Break Even Analysis Class Test 2	UNIT 4 - Contract Costing Introduction, Features, Various terms - Contract, Contractor, Contractee, Contract Price, Certified work, uncertified work, Retention money Treatment of Depreciation of special Plant bought for the contract
2	UNIT 1 - Introduction to Cost Accounting and classification of Cost and Cost sheet Objectives, scope, advantages and limitations of cost accounting, cost centers and cost units, classification of cost decision making and control, coding systems and elements of cost	Reconciliation of cost and financial accounts.	UNIT 3- Standard Costing Types of standards, setting of standards	Payments made to the contractor based on work certified Treatment of profit on incomplete contract <div style="text-align: right;">  MANAGEMENT REPRESENTATIVE <small>ISO 9001:2015</small> </div>

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3	Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre, Cost Sheet	Marginal Costing - Meaning, application, advantages, limitations	Labour variance analysis	Allocation of profit on the basis of certification of work Class Test 4
4	Cost Sheet	Profit Volume and Break Even Analysis	Overhead (Fixed and Variable)	-----
5	Cost Sheet	-----	variance analysis. Class Test 3	-----

Remarks by H.O.D.:

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Date: 20/1/2020

Sign: *B. Bhat*

3	Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre, Cost Sheet	Marginal Costing - Meaning, application, advantages, limitations	Labour variance analysis	Allocation of profit on the basis of certification of work Class Test 4
4	Cost Sheet	Profit Volume and Break Even Analysis	Overhead (Fixed and Variable)	-----
5	Cost Sheet	-----	variance analysis. Class Test 3	-----

Remarks by H.O.D.:

Date: 20/1/2020

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20-21-Nov/D – TTP-SFC/BBI/FTKS

Academic Year: 2020-21

Term: Sem. IV

Department: BBI Class: SYBBI

Subject: BUSINESS ECONOMICS-II

Name of the Faculty: Dr. KAVITA SHAH

Week	January	February	March	April
1		1.4 Keynesian theory of Determination of Income and Employment Consumption Function and Marginal Efficiency of Capital Internals - Test 1	2.4 Monetary Policy 2.4 Monetary Policy Internals – Test	Unit IV – International Trade, Balance of Payment, Foreign Exchange Market 4.1 Theories of International Trade 4.1 Theories of International Trade
2	Unit I- Introduction to Macro Economics 1.1 National Income Concepts	Unit II – Money, Inflation and Monetary Policy 2.1 Demand for money	Unit III – Fiscal Policy 3.1 Fiscal Policy- Objectives and Instruments	4.2 Free Trade vs Protection 4.2 Free Trade vs Protection 4.3 Balance of Payments 4.3 Balance of Payments
3	1.2 Circular Flow of Income 1.2 Circular Flow of Income Individual Presentations start	2.2 Money Supply 2.2 Money Supply	3.2 Public Revenue 3.2 Public Revenue	4.4 Foreign Exchange Market and Exchange rate determination Internal – Test 4
4	1.3 Business Cycle	2.3 Inflation 2.3 Inflation	3.3 Public Expenditure 3.3 Public Expenditure	<i>M. Datta</i> MANAGEMENT REPRESENTATIVE
5	1.3 Business Cycle	----- Consumption Function and Marginal Efficiency of Capital Internals - Test 3	3.4 Public Debt 3.4 Public Debt Internals – Test 3	ISO 9001:2015 NAGINDAS KHANDWALA COLLEGE (AUTONOMOUS) MALAD (W), MUMBAI - 400 084

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Sign: *Kavita*

Date: 20/1/2021



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20-21 -Jan/ D – TTP- SFC/BBI/FTSJ

Academic Year: 2020-21

Term: Sem. IV

Department: **B.B.I** Class: **SYBBI** Subject: **Business Ethics and Corporate Governance** Name of the Faculty: **Dr. Swapna Joshi**

Week	January	February	March	April
1		Unit 1: Business Ethics: Meaning, Nature and sources of Business Ethics . unfair business practices features and reasons Group Presentation	Unit 3: Code of Conduct and Corporate Social Responsibility: Code of conduct: meaning, features , importance Group Presentation and Unit test 2 on Unit 2	Unit 4: Corruption : meaning, causes and effects Frauds and scams in Banks, Insurance companies , Financial markets Group Presentations
2	Unit 2: Corporate Governance : Meaning, Importance, Framework , types of directors	Whistle Blowing policy , laws related to protection of Whistle Blower Group Presentation	, How to frame code of conduct , code of conduct for Banking and Insurance sector Group presentation	Measures to overcome frauds and corruption Zero tolerance of corruption and Triple line approach
3	Corporate Governance Committee Reports	Insider Trading, meaning , concept and activities Clause 49 Group Presentation	Corporate Social Responsibility meaning, scope and significance Group presentation	Competition Act, IPR , Patents and copy right and Ethics and IT Unit test 4 on Unit 4

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4	Committee Reports , Corporate Governance in globalized economy. Group Presentation	Values : Meaning , types , learning from Gita, Quran and Bible Group Presentation Unit test 2 on Unit1	Corporate Social Responsibility of business towards various groups and CSR towards society Group Presentations	Revision and Group Presentations
5	Corporate Governance in Banking and Insurance and at financial institutions Group Presentation Unit test on Unit 2		Unit test 3 on Unit 3 Group Presentation	

Remarks by H.O.D.: Syllabus as per autonomy

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Date: 20/1/2021

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20-21-Jan/ D – TTP-SFC/BBI/FTMTM

Academic Year: 2020-21

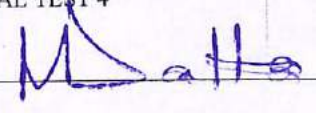

Term: II

Class: SYBBI

Sem: IV

Department: SFC- BBI

Subject: FOUNDATION COURSE – IV Name of the faculty: MEHA MANDAWEWALA
(INTERNATIONAL BUSINESS)

Week	January	February	March	April
1	UNIT – 1 INTRODUCTION TO INTERNATIONAL BUSINESS Introduction to International Business-Importance, Nature and Scope of International Business, Drivers of International Business, Evolution of International Business,	UNIT - 2. INTERNATIONAL ECONOMIC INSTITUTIONS AND REGIONAL GROUPINGS Institutional Support to International Business, Role of World Bank, IMF, ILO, UNCTAD, UNIDO and ADB in International Business,	Export Pricing Quotations, FOB & CIF, Meaning and Definition of Imports, Liberalisation of Imports, Negative list of Imports, Categories of Importers, Special Schemes for Importers.	International Product Strategies, Pricing Issues and Decisions, Dumping, Promotion Issues and Policies.
2	Strategies of Going International, Globalisation, Multi-National Corporations- Nature, Goals of MNCs, India & Presence- Advantages and Disadvantages of MNCs	World Trade Organization (WTO), Origin, Objectives, Functions ,GATT and WTO, Principles of WTO, Transparency, MFN Treatment, National Treatment, Free Trade, Dismantling Trade Barriers, Rule Based Trading System, Treatment for LDCs ,Competition Principle, Environment Protection, Key Subjects in WTO, Agriculture, TRIPS, TRIMS, GATS, Implications for India	Aligned Documentation System – Commercial Invoice, Shipping Bill, Certificate of Origin, Consular Invoice, Mate's Receipt, Bill of Lading, GR Form, ISO 9000, Procedure for obtaining ISO 9000, BIS 14000 Certification ,Import Documentation, Transport Documents - Bill of Entry, Certificate of Inspection, Certificate of Measurements, Freight Declaration	International Human Resource Management, Nature, Growing Interest in IHRM, DHRM and IHRM compared, Managing International HR activities, Expatriation and Repatriation of employees
3	International Business Environment: Economic, Political, Cultural and Legal Environments in International Business	Integration between Countries: Levels of Integration, Growth of Trading Blocs, Impact of Integration, Major Regional Trading Groups, The European Union, NAFTA, APEC, ASEAN, MERCOSUR, BRICS, SAARC, OPEC PRESENTATIONS	PRESENTATIONS INTERNAL TEST 3	PRESENTATIONS INTERNAL TEST 4 
4	PRESENTATIONS INTERNAL TEST 1	INTERNAL TEST 2 UNIT 3. PRELIMINARIES FOR EXPORT IMPORT AND DOCUMENTATION	UNIT 4. INTERNATIONAL MARKETING, HUMAN RESOURCE MANAGEMENT	 MANAGEMENT REPRESENTATIVE ISO 9001 : 2015 NAGINDAS KHANDWALA COLLEGE (AUTONOMOUS) MALAD (W), MUMBAI - 400 064

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4	<u>PRESENTATIONS</u> <u>INTERNAL TEST 1</u>	INTERNAL TEST 2 UNIT 3. PRELIMINARIES FOR EXPORT IMPORT AND DOCUMENTATION Meaning and Definition of Export, Methods of Exporting, Registration Formalities for Exports, Export Licensing, Selection of Export Product, Identification of Market for Exports –	UNIT 4. INTERNATIONAL MARKETING, HUMAN RESOURCE MANAGEMENT International Marketing, Domestic and International Marketing, Compared Benefits	-----
5	-----	-----	International Marketing, Major Activities, International Market Assessment,	-----

Remarks by H.O.D.: _____ *Kavita*

Sign.: _____ *mm*

Date: _____ *20/1/2021*

1	<u>PRESENTATIONS</u> <u>INTERNAL TEST 1</u>	INTERNAL TEST 2 UNIT 3. PRELIMINARIES FOR EXPORT IMPORT AND DOCUMENTATION Meaning and Definition of Export, Methods of Exporting, Registration Formalities for Exports, Export Licensing, Selection of Export Product, Identification of Market for Exports –
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UNIT 4. INTERNATIONAL MARKETING, HUMAN RESOURCE MANAGEMENT International Marketing, Domestic and International Marketing, Compared Benefits

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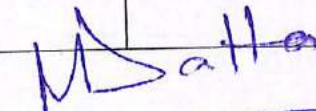
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Term: Sem. II

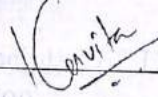
Academic Year: 2020-21

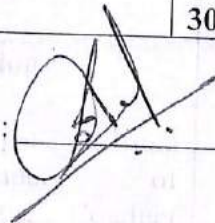
Department: SFC-BBI Class: FYBBI Subject: Business Communication Skills - II Name of the Faculty: Nelson Daniel

Week	Topics to be Covered			
	January	February	March	April
1		Presentation Skills <input checked="" type="checkbox"/> Effective use of Transparencies	Group Communication <input checked="" type="checkbox"/> Conference: Meaning and Importance of Conference Organizing a Conference Modern Methods: Video and Tele - Conferencing.	Business Correspondence <input checked="" type="checkbox"/> Letters under Right to Information (RTI) Act
2		Presentation Skills <input checked="" type="checkbox"/> How to make a Power-Point Presentation 13/02/2021 Internal Test - 1	Group Communication <input checked="" type="checkbox"/> Public Relations: Meaning, Functions of PR Department, External and Internal Measures of PR 13/03/2021 Internal Test - 2	


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3		Group Communication <input type="checkbox"/> Interviews: Group Discussion Preparing for an Interview, Types of Interviews – Selection, Appraisal, Grievance, Exit	Business Correspondence Trade Letters: Order, Credit and Status Enquiry, Collection	Language And Writing Skills <input type="checkbox"/> Summarisation: Identification of main and supporting/sub points Presenting these in a cohesive manner. 17/04/2021 Internal Test - 4
4	Presentation Skills <input type="checkbox"/> Four Principles of Effective Presentation	Group Communication <input type="checkbox"/> Meetings: Need and Importance of Meetings, Conduct of Meeting and Group Dynamics Role of the Chairperson, Role of the Participants, Drafting of Notice, Agenda and Resolutions	Business Correspondence <input type="checkbox"/> Letters of Inquiry, Letters of Complaints, Claims,	
5	Presentation Skills <input type="checkbox"/> Effective use of OHP		Business Correspondence Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, 30/03/2021 Internal Test – 3	

Remarks by H.O.D.: 

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Date: 20/1/2021

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TERMWISE TEACHING PLAN

20-21-Jan/ D – TTP-SFC/BBI/FTGD

Academic Year: 2020-21

Department: BBI

Class: FYBBI

Subject: Organizational Behaviour

Term: Sem. II

Name of the Faculty: Ms. Gargi Dubey

Week	January	February	March	April
1		<p>Unit 2: Individual Behavior Personality: Concept, Determinants, traits, IQ, EQ, SQ</p> <p>Internal Test: 1</p>	<p>Unit 3 Group Behaviour</p> <p>Groups and Teams: Concept, Formation, Types and Distinguish between Groups and Teams.</p> <p>Internal Test 2</p>	<p>Consequences and Management strategies including negotiations</p> <p>Leadership: Concept, Features, Importance, Traits, Styles and Theories.</p>
2		<p>Learning: Concept, Process, Principles, Theories, Methods</p> <p>Perception: Concept, Factors, Theories</p>	<p>Power and Politics: Concept, Basis, Types, Reasons and Managing</p> <p>Presentation</p>	<p>Motivation: Concept, Features, Types, Importance and Theories</p>
3	<p>Academic Year: 2020-21 Department: BBI</p>	<p>Johari window</p> <p>Values Emotions and Attitude</p> <p>Presentations</p>	<p>Transactional Analysis: Concept, Types, Ego State, Life positions.</p> <p>Presentation</p>	<p>Time and stress management</p> <p>Internal Test 4</p>
4	<p>Week</p> <p>January</p>	<p>Attitude</p>	<p>Virtual teams, Group Cohesiveness and Group decision making.</p>	<p>MANAGEMENT REPRESENTATIVE ISO 9001 : 2015 NAGINDAS KHANDWALA COLLEGE (AUTONOMOUS) MALAD (W), MUMBAI - 400 064</p>

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	Organizational behaviour: Meaning, Nature, Goals, Elements, Scope and Models.	<u>Internal Test 3</u>	
5	<p>Organizational Culture: Work culture, Ways for making work culture effective and lively.</p> <p>Organizational Development: Meaning, Nature, Techniques and Importance</p>	<p><u>Unit 4</u> Organizational Dynamics</p> <p>Conflict Management and Negotiations: Concept of Conflict, Types, Sources.</p>	

Remarks by H.O.D.:

Kavita

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Date:

	Organizational behaviour: Meaning, Nature, Goals, Elements, Scope and Models.	<u>Internal Test 3</u>	
5	<p>Organizational Culture: Work culture, Ways for making work culture effective and lively.</p> <p>Organizational Development: Meaning, Nature, Techniques and Importance</p>	<p><u>Unit 4</u> Organizational Dynamics</p> <p>Conflict Management and Negotiations: Concept of Conflict, Types, Sources.</p>	

Remarks by H.O.D.:

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20-21 -Jan/ D – TTP- SFC/BBI/FTSJ

Academic Year: 2020-21

Term: Sem. II

Department: BBI Class: FYBBI Subject: Foundation Course II

Name of the Faculty: Dr. Swapna Joshi

Week	January	February	March	April
1		Unit 2: Human Rights Concept, origin and evaluation of Human Rights Group Presentation Unit Test 1 on unit 1	Environmental degradation – causes and impact on human Life Group Presentation	Types of conflicts and use of coping mechanism for managing individual stress Group Presentation
2		The universal declaration of Human Rights	Sustainable development – concept components, importance and applications Unit Test 3 on unit 3 Group presentation	Maslow's Theory, Different methods of responding to conflicts, Conflict resolution Group Presentations
3	Unit 1 : Globalization and Indian Society Understanding the concept of LPG	Fundamental Rights stated in constitutions Group Presentation and Unit Test 2 on Unit 2	Unit 4: Understanding stress and conflict and managing it in contemporary society Causes of stress and conflict in individuals and society, Agents of socialization and their role Group presentation	Building peace and harmony in society case study and class activity Unit test 4 on Unit 4, revision and group presentation

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4	liberalization, privatization and globalization. Changes in employment,	Unit 3: Ecology Importance of Environmental study , Understanding the concept of environment, Ecology Group Presentation	Significance of values, ethics and prejudices in developing individuals Group presentation	
5	agrarian sector, corporate farming and farmers suicide.	_____	Stereotyping and prejudices as a cause of conflicts, Aggression and violence Group Presentations	_____

Remarks by H.O.D.: Syllabus as per autonomy

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Date: 20/1/2021

4	liberalization, privatization and globalization. Changes in employment,	Unit 3: Ecology Importance of Environmental study , Understanding the concept of environment, Ecology Group Presentation	Significance of values, ethics and prejudices in developing individuals Group presentation	
5	agrarian sector, corporate farming and farmers suicide.	_____	Stereotyping and prejudices as a cause of conflicts, Aggression and violence Group Presentations	_____

Remarks by H.O.D.: Syllabus as per autonomy

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TERMWISE TEACHING PLAN

20-21-Jan/ D – TTP-SFC/BBI/PTRNI

Term: Sem II

Academic Year: 2020-21

Department: SFC-BBI

Class: FYBBI

Subject: BUSINESS LAW

Name of the faculty : Ramnath N Iyer

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	-----	The Sale of Goods Act 1930 basic definitions essentials of a contract of sale and agreement to sell	The Negotiable Instruments Act 1881 definitions of negotiable instrument promissory notes Bills of exchange cheque	The Consumer Protection Act 2019 basic rights of consumers important definitions
2	-----	Conditions and warranties	Distinction between promissory notes and Bills of exchange Bills of exchange and cheques parties to these instruments	Restrictive and unfair trade practices
3	Indian Contract Act 1972 Essentials of a contract Performance of contracts Quasi contracts Privity of contracts	Passing of property in goods sale by now-owners	Acceptance of bills of exchange dishonour, dishonour of cheques	Authorities under the Act
4	Discharge of contracts and remedies available on breach of a contract Special contracts indemnity guarantee bailment pledge agency	Unpaid seller and his rights	Noting and protest and	enforcement of rights of consumers
5	-----	-----	discharge of negotiable instruments	-----

Academic Year: 2020-21
Remarks by H.O.D.:

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R. N. Iyer

Date: 20/1/2020

M. Datta

Department: SFC-BBI

Class: FYBBI

Subject: BUSINESS LAW

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20-21-Jan/ D – TTP-SFC/BBI/F TPP

Academic Year: 2020-21

Term: Sem II

Department: SFC-BBI Class: FYBBI Subject: FINANCIAL ACCOUNTING-II Name of the faculty : POONAM POPAT

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	-----	Valuation of Shares: Intrinsic Value Method, Yield method and Fair Value Method PRACTICAL EXAMPLES	UNIT-III REDEMPTION OF PREFERENCE SHARES: Company Law / Legal Provisions for redemption of preference shares in Companies Act Sources of redemption including divisible profits and proceeds of fresh issue of shares UNIT TEST:2 10/3/2021	Debenture redemption reserve and debenture redemption sinking fund excluding insurance policy and revised schedule VI balance sheet.
2	-----	PRACTICAL EXAMPLES UNIT-II BUYBACK OF EQUITY SHARES Introduction to Issue of Shares. Company Law/ Legal Provisions (including related restrictions, power, transfer to capital redemption reserve account and prohibitions) UNIT TEST:1 19/2/2021	Premium on redemption from security premium and profits of company Capital Redemption Reserve Account - creation and use, excluding revised schedule VI balance sheet.	Redemption of debentures by conversion into new class of shares or debentures with options- including at par, premium and discount PRACTICAL EXAMPLES Matta

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3	UNIT-1: Valuation of Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method PRACTICAL EXAMPLES	ASSIGNMENT SUBMISSION STARTS FROM 22/2/2021 Compliance of conditions including sources, maximum limits and debt equity ratio PRACTICAL EXAMPLES	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES UNIT TEST:4 21/3/2021
4	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES UNIT: IV REDEMPTION OF DEBENTURES UNIT TEST:3 31/3/2021	-----
5	-----	-----	Redemption of debentures by payment from sources including out of capital and / or out of profits.	-----

Remarks by H.O.D.:

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Sign. : *Bomam*
 Date: 20/1/2020

3	Goodwill Maintainable Profit method, Super Profit Method Capitalization method, Annuity Method PRACTICAL EXAMPLES	ASSIGNMENT SUBMISSION STARTS FROM 22/2/2021 Compliance of conditions including sources, maximum limits and debt equity ratio PRACTICAL EXAMPLES	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES UNIT TEST:4 21/3/2021
4	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES	PRACTICAL EXAMPLES UNIT: IV REDEMPTION OF DEBENTURES UNIT TEST:3 31/3/2021	-----
5	-----	-----	Redemption of debentures by payment from sources including out of capital and / or out of profits.	-----

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20-21 -Jan/ D – TTP- SFC/BBI/FTSJ

Academic Year: 2020-21

Term: Sem. II

Department: SFC-BBI

Class: FYBBI Subject: Principles and Practices of Banking and Insurance

Name of the Faculty: Dr. Swapna Joshi

Week	January	February	March	April
1		Retail Banking, Corporate Banking, Rural Banking Group Presentation Unit Test 1 on unit 1	Different Government Schemes for Bank Inclusions, Technology in Banking: E banking , Mobile Banking , Internet Banking Group Presentation	Unit 4: Insurance products and services : Life Insurance – Components, Human life Value approach, Mutuality , Principles of Risk pooling Group Presentation
2	Unit 1 : Introduction to banking Overview of banking and banking system in India, Types of banks, functions and objectives	Banking Ombudsman : Meaning, Functions , Bank Crisis and Critical evaluation of banks in India	RTGS, POS Terminal, NEFT , IMPS, Brown Label, White Label, NUUP, AEPS, APBS, CBS, CTS , Digital Signature , M Wallets , KYC norms Unit Test 2 on unit 2 Group presentation	Life Insurance Contract, Risk Premium , Non Life Insurance : Health Insurance , Home Insurance Group Presentations
3	Banking Regulation Act 1949, amendments, Payment & settlements Act 2007	Unit 2: Innovations of Banking Sector Micro Finance: Need, Importance, Advantages , Code of conduct , SHG, NABARD and SIDBI	AEPS, APBS, CBS, CTS , Digital Signature , M Wallets , KYC norms Unit Test 2 on unit 2 Group presentation	Motor Vehicle Insurance, Fire Insurance , Marine Insurance Unit test 4 on Unit 4

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4	Negotiable Instruments Act 1881, BIS, Basel I, II, III,	Bank Inclusion: Need, Extent, RBI Committee Report 2015, Different Reports on Banking Inclusion Group Presentation	Unit 3: Introduction to Insurance: Insurance sector in India, Actuarial Role, Introduction and Concept Group presentation	Revision , Group Presentations and case study.
5	Concept, features and Evaluation , services of Universal Banking, Retail Banking , Commercial Banking		Claims and Settlement procedures, private and Public sector players in Insurance sector Unit test 3 on Unit 3 Group Presentations	

Remarks by H.O.D.: Syllabus as per autonomy

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Date: 20/1/2021

4	Negotiable Instruments Act 1881, BIS, Basel I, II, III	Bank inclusion: Need, Extent, RBI Committee Report 2015, Different Reports on Banking Inclusion Group Presentation	
5	Concept, features and Evaluation , services of Universal Banking, Retail Banking , Commercial banking		

Remarks by H.O.D.: Syllabus as per autonomy

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20-21-Jan/ D – TTP-SFC/BBI/PTKR

Academic Year: 2020-21

Term: Sem II

Department: SFC-BBI

Class: FYBBI

Subject: Quantitative Methods -II

Name of the faculty : Kavita Rana

Week	JANUARY	FEBRUARY	MARCH	APRIL
1	-----	Critical Region, Type I and Type II Error, Level of Significance, Test-based on Large Sample for Means and Proportion/s. Class Test – I	Graphical Method of Solving Linear Programming, Problems, Simplex Method with Maximisation and Minimisation, Duality. Class Test - II	Measuring Total Risk from Investigator Shares (Using Standard Deviations), Partitioning Risk into Systematic and Unsystematic Component (Using Covariance)
2	-----	Ratio Definition, Continued Ratio, Inverse Ratio, Proportion, Continued Proportion, Direct Proportion Assignment - I	Matrices, Types of Matrices, Transpose, Addition, Multiplication, Subtraction of Matrix Assignment - II	Measuring Risks of Portfolio (Using Correlation) to Draw Conclusions Regarding Share Prices (Using Testing of Hypothesis)
3	Economic Indicator: GDP, Real Growth in GDP, Price Level Inflation Rate, Money Supply, Index for Agricultural and Industrial Production	Inverse Proportion, Variation, Inverse Variation, Joint Variation, Percentage: Meaning and Computation of Percentage.	Determinants, Types of Determinants, Inverse of a Matrix by Pivotal Reduction Method	Measuring Risks of Portfolio (Using Correlation) to Draw Conclusions Regarding Share Prices (Using Testing of Hypothesis). Class Test - IV Final submission of all assignments
4	Testing of Hypothesis: Null Hypothesis, Alternative Hypothesis, Decision Criterion	Linear Programming Techniques: Meaning, advantages, Limitations, Business Applications, Basic Terminology, Formulation of Linear Programming Problems,	Adjoint Method and Row/Column Transformation, Application of Matrices and Determinants to Business and Economics. Class Test – III	----- MANAGEMENT REPRESENTATIVE
5	-----	-----	Statistical Application in Investment Management: Expected Return from Shares (Using Probability) Assignment - III	----- ISO 9001 : 2015 NAGINDAS KHANDWALA COLLEGE (AUTONOMOUS) MALAD (W), MUMBAI - 400 064

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Date: 20/1/2020