

**MKR GOVERNMENT DEGREE COLLEGE, DEVARAKONDA**  
**B.COM PROPOSED TIME TABLE FOR THE YEAR 2020-21**

| DAY       | SEM     |            | 10.00-11.00 | 11.00-12.00 | 12.00-1.00 | 01.00-1.30         | 1.30-2.30 | 2.30-3.30   | 3.30-4.30   |
|-----------|---------|------------|-------------|-------------|------------|--------------------|-----------|-------------|-------------|
| MONDAY    | SEM I   | B.COM (CA) | FIT         | BOM         | ENG        | <b>LUNCH BREAK</b> | ENVISC    | TEL         | Library     |
|           | SEM III | B.COM (CA) | AA          | ENG         | BS         |                    | RDBMS     | INSURANCE   | Library     |
|           | SEM V   | B.COM (CA) | B LAW       | WEB         | COST       |                    | BTP       | COMP A/C    | COMP A/C    |
|           |         | B.COM (G)  | B LAW       | A/C STD     | COST       |                    | BTP       | COMP A/C    | COMP A/C    |
| TUESDAY   | SEM I   | B.COM (CA) | FA          | BOM         | TEL        |                    | FIT       | ENG         | Library     |
|           | SEM III | B.COM (CA) | ENG         | RDBMS       | BS         |                    | TEL       | AA          | Library     |
|           | SEM V   | B.COM (CA) | EXCELL      | PGI         | WEB        |                    | COST      | BTP         | TSKC        |
|           |         | B.COM (G)  | AUDIT       | PGI         | A/C STD    |                    | COST      | BTP         | TSKC        |
| WEDNESDAY | SEM I   | B.COM (CA) | FA          | BOM         | TSKC       |                    | ENVISC    | FIT         | TEL         |
|           | SEM III | B.COM (CA) | BS          | RDBMS       | COM SKILLS |                    | TSKC      | TEL         | Library     |
|           | SEM V   | B.COM (CA) | TSKC        | COST        | EXCELL     |                    | WEB       | BTP         | B LAW       |
|           |         | B.COM (G)  | TSKC        | COST        | AUDITING   |                    | A/C STD   | BTP         | B LAW       |
| THURSDAY  | SEM I   | B.COM (CA) | FA          | BOM         | TEL        |                    | ENG       | TSKC        | FIT         |
|           | SEM III | B.COM (CA) | RDBMS       | TSKC        | BS         |                    | AA        | LIBRARY     | TSKC        |
|           | SEM V   | B.COM (CA) | BLAW        | PGI         | WEB        |                    | EXCELL    | COST        | Library     |
|           |         | B.COM (G)  | BLAW        | PGI         | A/C STD    |                    | AUDITING  | COST        | Library     |
| FRIDAY    | SEM I   | B.COM (CA) | FIT         | BOM         | FA         |                    | FIT       | ENVSCI      | Library     |
|           | SEM III | B.COM (CA) | BS          | RDBMS       | ENG        |                    | AA        | LIBRARY     | COMM.SKILLS |
|           | SEM V   | B.COM (CA) | COMP A/C    | COMP A/C    | EXCELL     |                    | I/E       | B LAW       | Library     |
|           |         | B.COM (G)  | COMP A/C    | COMP A/C    | AUDITING   |                    | I/E       | B LAW       | Library     |
| SATURDAY  | SEM I   | B.COM (CA) | FIT         | FA          | ENG        | LIBRARY            | FIT       | Library     |             |
|           | SEM III | B.COM (CA) | INSURANCE   | RDBMS       | AA         | TEL                | TSKC      | Library     |             |
|           | SEM V   | B.COM (CA) | COMP A/C    | I/E         | EXCELL     | WEB                | BTP       | COMM.SKILLS |             |
|           |         | B.COM (G)  | COMP A/C    | I/E         | AUDITING   | A/C STD            | BTP       | Library     |             |


*Ch Ramakrishna*  
PRINCIPAL (FAC)

M.K.R. Government Degree College,  
Devarakonda, Nalgonda, Dt. 508248

# MKR GOVERNMENT DEGREE COLLEGE, DEVARAKONDA

## BA- PROPOSED TIME TABLE FOR THE YEAR 2020-21

| DAY       | SEM | GROUP | 10.00-11.00                  | 11.00-12.00                  | 12.00-1.00                   | 01.00-1.30 | 1.30-2.30                   | 2.30-3.30                    | 3.30-4.30       |
|-----------|-----|-------|------------------------------|------------------------------|------------------------------|------------|-----------------------------|------------------------------|-----------------|
| MONDAY    | I   | BA    | PS                           | ECO                          | HISTORY-TM(KLP), EM (RK)     | LUNCH      | LIBRARY                     | TELUGU                       | EVS-SEC-RENUKA  |
|           | III | BA    | HISTORY-EM(KLP),TM(RK)       | PS                           | TELUGU                       |            | ECO                         | LIBRARY                      | C.SKILLS        |
|           | V   | BA    | ECO                          | HISTORY-III, TM(KLP), EM(RK) | PS                           |            | HISTORY-IV, TM(RK), EM(KLP) | ECO                          | GE              |
| TUESDAY   | I   | BA    | ENGLISH                      | ECO                          | TELUGU                       |            | HISTORY-TM(KLP), EM (RK)    | TSKC                         | LIBRARY         |
|           | III | BA    | ECO                          | HISTORY-EM(KLP),TM(RK)       | PS                           |            | TELUGU                      | ENGLISH                      | LIBRARY         |
|           | V   | BA    | HISTORY-III, TM(KLP), EM(RK) | PS                           | GE                           |            | ECO                         | HISTORY-IV, TM(RK), EM(KLP)  | PS              |
| WEDNESDAY | I   | BA    | ECO                          | HISTORY-TM(KLP), EM (RK)     | ENGLISH                      |            | PS                          | LIBRARY                      | TELUGU          |
|           | III | BA    | TSKC                         | PS                           | ENGLISH                      |            | HISTORY-EM(KLP),TM(RK)      | TELUGU                       | ECO             |
|           | V   | BA    | HISTORY-IV, TM(RK), EM(KLP)  | ECO                          | PS                           |            | ECO                         | PS                           | INTERVIEW SKILL |
| THURSDAY  | I   | BA    | ENGLISH                      | HISTORY-TM(KLP), EM (RK)     | TELUGU                       |            | ECO                         | PS                           | LIBRARY         |
|           | III | BA    | PS                           | ECO                          | LIBRARY                      |            | ENGLISH                     | LIBRARY                      | ECO             |
|           | V   | BA    | HISTORY-IV, TM(RK), EM(KLP)  | PS                           | ECO                          |            | PS                          | HISTORY-III, TM(KLP), EM(RK) | TSKC            |
| FRIDAY    | I   | BA    | ECO                          | PS                           | LIBRARY                      |            | ENGLISH                     | HISTORY-TM(KLP), EM (RK)     | LIBRARY         |
|           | III | BA    | HISTORY-EM(KLP), TM(RK)      | ECO                          | PS                           |            | HISTORY-SEC-KLP             | LIBRARY                      | C.SKILLS        |
|           | V   | BA    | PS                           | HISTORY-III, TM(KLP), EM(RK) | HISTORY-IV, TM(RK), EM(KLP)  |            | ECO                         | PS                           | ECO             |
| SATURDAY  | I   | BA    | HISTORY-TM(KLP), EM (RK)     | LIBRARY                      | PS                           |            | LIBRARY                     | EVS-SEC-RENUKA               | ECO             |
|           | III | BA    | PS                           | HISTORY-EM(KLP),TM(RK)       | ECO                          |            | TELUGU                      | HISTORY-SEC-KLP              | LIBRARY         |
|           | V   | BA    | ECO                          | PS                           | HISTORY-III, TM(KLP), EM(RK) |            | ECO                         | PS                           | INTERVIEW SKILL |

  
 M.K.R. Government Degree College  
 Devarakonda, Nalgonda. Dt. 501204

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| DAY     | SEM     | GROUP | 10.00-11.00 | 11.00-12.00    | 12.00-1.00    | 1.30-2.30     | 2.30-3.30         | 3.30-4.30 |     |
|---------|---------|-------|-------------|----------------|---------------|---------------|-------------------|-----------|-----|
| MONDAY  | SEM-I   | MPCs  | TSKC        | COMPS          | PHY           | MATHS         | ENG               | LIBRARY   |     |
|         |         | BZC   | TSKC        | CHEM           | ZOO           | TSKC          | ENG               | LIBRARY   |     |
|         | SEM-III | MPCs  | MATHS       | TEL            | COMPS         | ENG           | PHY               | TSKC      |     |
|         |         | BZC   | ZOO         | TEL            | BOT           | ENG           | CHEM              | TSKC      |     |
|         | SEM-V   | MPC   | CHEM        | PHY            | MATHS         | SEC           | MATHS             | MATHS     |     |
|         |         | MPCs  | COMPS       | PHY            | MATHS         | SEC           | MATHS             | MATHS     |     |
|         |         | BZC   | CHEM        | BOTANY         | SEC           | ZOO           | BOTANY PRACTICALS |           |     |
|         |         | MBBC  | CHEM        | BOTANY         | SEC           | MICRO BIOLOGY | BOTANY PRACTICALS |           |     |
|         | TUESDAY | SEM-I | MPCs        | MATHS          | AECC          | ENG           | LIBRARY           | PHY       | TEL |
|         |         |       | BZC         | ZOO PRACTICALS |               | ENG           | BOT               | AECC      | TEL |
| SEM-III |         | MPCs  | TEL         | COMPS          | PHY           | ENG           | MATHS             | TSKC      |     |
|         |         | BZC   | TEL         | CHEM           | BOT           | ENG           | ZOO               | TSKC      |     |
| SEM-V   |         | MPC   | CHEM        | PHY            | MATHS         | SEC           | CHEMISTRY LAB     |           |     |
|         |         | MPCs  | COMPS       | PHY            | MATHS         | SEC           | COMPS LAB         |           |     |
|         |         | BZC   | CHEM        | BOTANY         | ZOO           | GE            | CHEM LAB          |           |     |
|         |         | MBBC  | CHEM        | BOTANY         | MICRO BIOLOGY | GE            | CHEM LAB          |           |     |

|                  |                 |              |               |        |        |       |                         |         |     |
|------------------|-----------------|--------------|---------------|--------|--------|-------|-------------------------|---------|-----|
| <b>WEDNESDAY</b> | <b>SEM-I</b>    | MPCs         | COMPS         | PHY    | TEL    | MATHS | TSKC                    | PHY     |     |
|                  |                 | BZC          | CHEM          | ZOO    | TEL    | BOT   | TSKC                    | ENG     |     |
|                  | <b>SEM-III</b>  | MPCs         | ENG           | COMPS  | MATHS  | TEL   | PHY                     | SEC     |     |
|                  |                 | BZC          | ENG           | CHEM   | BOTANY | TEL   | BOTANY PRACTICALS       |         |     |
|                  | <b>SEM-V</b>    | MPC          | PHY           | MATHS  | CHEM   | GE    | MATHS TUTORIAL          |         |     |
|                  |                 | MPCs         | PHY           | MATHS  | COMPS  | GE    | MATHS TUTORIAL          |         |     |
|                  |                 | BZC          | ZOO           | BOTANY | CHEM   | SEC   | ZOO PRACTICAL           |         |     |
|                  |                 | MBBC         | MICRO BIOLOGY | BOTANY | CHEM   | SEC   | MICRO BIOLOGY PRACTICAL |         |     |
|                  | <b>THURSDAY</b> | <b>SEM-I</b> | MPCs          | COMPS  | MATHS  | ENG   | PHY                     | MATHS   | TEL |
|                  |                 |              | BZC           | CHEM   | ZOO    | ENG   | BOTANY                  | LIBRARY | TEL |
| <b>SEM-III</b>   |                 | MPCs         | TSKC          | COMPS  | MATHS  | SEC   | ENG                     | PHY     |     |
|                  |                 | BZC          | TSKC          | CHEM   | BOT    | ZOO   | ENG                     | LIBRARY |     |
| <b>SEM-V</b>     |                 | MPC          | PHY           | GE     | CHEM   | MATHS | CHEM LAB                |         |     |
|                  |                 | MPCs         | PHY           | GE     | COMPS  | MATHS | COMP LAB                |         |     |
|                  |                 | BZC          | ZOO           | BOTANY | CHEM   | GE    | CHEM LAB<br>CHEM LAB    |         |     |
|                  |                 | MBBC         | MICRO BIOLOGY | BOTANY | CHEM   | GE    |                         |         |     |

|         |          |       |               |                |               |       |                          |          |  |
|---------|----------|-------|---------------|----------------|---------------|-------|--------------------------|----------|--|
| FRIDAY  | SEM-I    | MPCs  | ENG           | MATHS          | COMPS         | AECC  | PHYSICS LAB              |          |  |
|         |          | BZC   | ENG           | ZOO            | CHEM          | BOT   | BOTANY PRACTICALS        |          |  |
|         | SEM-III  | MPCs  | MATHS         | SEC 1          | TEL           | PHY   | COMP LAB                 |          |  |
|         |          | BZC   | ZOO           | SEC 1          | TEL           | SEC 2 | CHEM LAB                 |          |  |
|         | SEM-V    | MPC   | CHEM          | PHYSICS LAB    |               | MATHS |                          | TSKC     |  |
|         |          | MPCs  | COMPS         | PHYSICS LAB    |               | MATHS |                          | TSKC     |  |
|         |          | BZC   | CHEM          | BOTANY         | ZOO           | TSKC  | ZOO PRACTICALS           |          |  |
|         |          | MBBC  | CHEM          | BOTANY         | MICRO BIOLOGY | TSKC  | MICRO BIOLOGY PRACTICALS |          |  |
|         | SATURDAY | SEM-I | MPCs          | TSKC           | COMPS         | TEL   | MATHS                    | COMP LAB |  |
|         |          |       | BZC           | TSKC           | AECC          | TEL   | CHEM                     | CHEM LAB |  |
| SEM-III |          | MPCs  | MATHS         | PHYSICS LAB    |               | ENG   | SEC 1                    | SEC 2    |  |
|         |          | BZC   | CHEM          | ZOO PRACTICALS |               | ENG   | SEC 1                    | SEC 2    |  |
| SEM-V   |          | MPC   | PHY           | MATHS          | CHEM          | TSKC  | PHY LAB                  |          |  |
|         |          | MPCs  | PHY           | MATHS          | COMPS         | COMP  | PHY LAB                  |          |  |
|         |          | BZC   | ZOO           | BOTANY         | CHEM          | TSKC  | BOTANY PRACTICALS        |          |  |
|         |          | MBBC  | MICRO BIOLOGY | BIOLOGY        | CHEM          | TSKC  | BOTANY PRACTICALS        |          |  |

*Chandrasekhar*

PRINCIPAL (FAC)

M.K.R. Government Degree College,  
Devarakonda, Nalgonda. Dt. 508248

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|--------|--------|-----------|-------------------|-------------------|------------|----------------------|------------------|-----------|
| MONDAY | SEM-II | BA        | HISTORY           | Library           | ECONOMICS  | ENGLISH(P)           | POLITICALSCIENCE | Library   |
|        |        | B.COM(CA) | ENGLISH(P)        | COMPUTERS         | BLAW       | Library              | A/CS             | Library   |
|        |        | MPCs      | MATHS             | PHYSICS           | TELUGU(V)  | ENGLISH(Y)           | COMPUTERS        | Library   |
|        |        | BZC       | ENGLISH(Y)        | ZOOLOGY           | TELUGU(K)  | CHEMISTRY PRACTICALS |                  |           |
|        | SEM-IV | BA        | POLITICAL SCIENCE | SEC 2             | PUBLIC AD  | ECONOMICS            | Library          | PUBLIC AD |
|        |        | B.COM(CA) | BS                | INCOME TAX        | ENGLISH(Y) | Library              | COMPS            | INSURANCE |
|        |        | MPCs      | TELUGU(V)         | SEC 1             | PHYSICS    | COMPUTERS            | MATHS            | SEC 2     |
|        |        | BZC       | TELUGU(K)         | SEC 1             | ENGLISH(P) | SEC 2                | ZOO LAB          |           |
|        | SEM-VI | BA        | ECONOMICS         | POLITICAL SCIENCE | HISTORY    | POLITICAL SCIENCE    | HISTORY          | ECONOMICS |
|        |        | B,COM (G) | I/E               | MA                | FIM        | ACA                  | C LAW            | C LAB     |
|        |        | B.COM(CA) | I/E               | MA                | COMPS      | COMPUTEPS            | CLAW             | C LAB     |
|        |        | MPC       | CHEMISTRY         | MATHS             | Library    | RENEWABLE ENERGY     | PHYSICS LAB      |           |
|        |        | MPCs      | COMPUTERS         | MATHS             | Library    | RENEWABLE ENERGY     | PHYSICS LAB      |           |
|        |        | BZC       | CHEMISTRY         | BOTANY            | ZOOLOGY    | Library              | BOTANY LAB       |           |
|        |        | MbBC      | CHEMISTRY         | BOTANY            | MB         | Library              | BOTANY LAB       |           |

*Ch. Ramakrishna*  
**PRINCIPAL (FAC)**  
M.K.P. Government Degree  
Devarakonda, Nalgonda, D.T.

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|----------------|---------------|------------------|-------------|----------------|-------------------|-----------------|----------------------|-------------------|
| <b>TUESDAY</b> | <b>SEM-II</b> | <b>BA</b>        | ECONOMICS   | HISTORY        | Library/Sports    | ENGLISH(P)      | POLITICAL SCIENCE    | TSKC              |
|                |               | <b>B.COM(CA)</b> | ENGLISG(P)  | B LAW          | A/CS              | COMPS           | Library/Sports       | TSKC              |
|                |               | <b>MPCs</b>      | COMPUTERS   | PHYSICS        | TELUGU(V)         | ENGLISH(Y)      | MATHS                | Library/Sports    |
|                |               | <b>BZC</b>       | ENGLISG(Y)  | CHEMISTRY      | TELUGU(K)         | BOTANY          | ZOOLOGYLAB           |                   |
|                | <b>SEM-IV</b> | <b>BA</b>        | TELUGU(V)   | SEC 1          | ECONOMICS         | HISTORY         | ENGLISH(Y)           | PUBLIC AD         |
|                |               | <b>B.COM(CA)</b> | TELUGU(K)   | Library/Sports | INCOME TAX        | BS              | Library/Sports       | Library/Sports    |
|                |               | <b>MPCs</b>      | MATHS       | Library/Sports | COMPUTERS         | PHYSICS         | ENGLISH(P)           | Library/Sports    |
|                |               | <b>BZC</b>       | CHEMISTRY   | ZOOLOGY        | BOTANY            | Library/Sports  | BOTANY LAB           |                   |
|                | <b>SEM-VI</b> | <b>BA</b>        | HISTORY     | PUBLIC AD      | POLITICAL SCIENCE | GOOD GOVERNANCE | ECONOMICS            | POLITICAL SCIENCE |
|                |               | <b>B,COM (G)</b> | GST         | Library/Sports | CLAW              | C LAB           | FIM                  | ACA               |
|                |               | <b>B.COM(CA)</b> | GST         | Library/Sports | CLAW              | C LAB           | Library/Sports       | Library/Sports    |
|                |               | <b>MPC</b>       | PHYSICS     | MATHS          | Library/Sports    | PHYSICS         | CHEMISTRY PRACTICALS |                   |
|                |               | <b>MPCs</b>      | PHYSICS     | MATHS          | Library/Sports    | PHYSICS         | COMPUTERS PRACTICLS  |                   |
|                |               | <b>BZC</b>       | ZOOLOGY     | BOTANY         | Library/Sports    | GOOD GOVERNANCE | CHEMISTRY PRACTICALS |                   |
|                |               | <b>MbBC</b>      | MB          | BOTANY         | Library/Sports    | GOOD GOVERNANCE | CHEMISTRY PRACTICALS |                   |

*Ch Ramakrishna*  
**PRINCIPAL (FAC)**  
 M.K.R. Government Degree College  
 Devarakonda, Nalgonda. Dt. 508202

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|-----------|--------|-----------|--------------------|-------------------|----------------|----------------|--------------------|-----------------|
| WEDNESDAY | SEM-II | BA        | POLITICAL SCIENCE  | ECONOMICS         | TELUGU(V)      | ENGLISH(P)     | HISTORY            | Library/Sports  |
|           |        | B.COM(CA) | ENGLISH(P)         | B LAW             | TELUGU(K)      | A/CS           | Library/Sports     | COMPS           |
|           |        | MPCs      | PHYSICS PRACTICALS |                   |                | ENGLISH(Y)     | COMPUTERS          | MATHS           |
|           |        | BZC       | ENGLISH(Y)         | CHEMISTRY         | Library/Sports | BOTANY         | BOTANY LAB         |                 |
|           | SEM-IV | BA        | TELUGU(V)          | HISTORY           | ENGLISH(Y)     | ECONOMICS      | POLITICAL SCIENCE  | Library/Sports  |
|           |        | B.COM(CA) | TELUGU(K)          | Library/Sports    | BS             | Library/Sports | COMPS              | Library/Sports  |
|           |        | MPCs      | COMPUTERS          | PHYSICS           | ENGLISH(P)     | TELUGU(V)      | Library/Sports     | Library/Sports  |
|           |        | BZC       | CHEMISTRY          | ZOOLOGY           | BOTANY         | TELUGU(K)      | Library/Sports     | Library/Sports  |
|           | SEM-VI | BA        | ECONOMICS          | POLITICAL SCIENCE | HISTORY        | PUBLIC AD      | ECONOMICS          | GOOD GOVERNANCE |
|           |        | B,COM (G) | FIM                | ACA               | GST            | C LAB          | C LAW              | INSURANCE       |
|           |        | B.COM(CA) | Library/Sports     | claw              | GST            | C LAB          | C LAW              | INSURANCE       |
|           |        | MPC       | PHYSICS            | MATHS             | CHEMISTRY      | CHEMISTRY      | PHYSICS PRACTICALS |                 |
|           |        | MPCs      | PHYSICS            | MATHS             | COMPUTERS      | COMPUTERS      | PHYSICS PRACTICALS |                 |
|           |        | BZC       | ZOOLOGY            | BOTANY            | CHEMISTRY      | CHEMISTRY      | ZOO LAB            |                 |
|           |        | MbBC      | MB                 | BOTANY            | CHEMISTRY      | CHEMISTRY      | ZOO LAB            |                 |

*Chakravarthy*  
**PRINCIPAL (FAC)**  
 M.K.R. Government Degree College  
 Devarakonda, Nalgonda. Dt. 508241



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|----------|--------|-----------|---------------------|-------------------|-------------------|----------------|-------------|----------------|
| THURSDAY | SEM-II | BA        | HISTORY             | Library/Sports    | TELUGU(V)         | ENGLISH (P)    | ECONOMICS   | Library/Sports |
|          |        | B.COM(CA) | ENGLISH (P)         | B LAW             | TELUGU(K)         | Library/Sports | A/CS        | COMPS          |
|          |        | MPCs      | COMPUTER PRACTICALS |                   |                   | ENGLISH (I)    | TELUGU(V)   | Library/Sports |
|          |        | BZC       | ENGLISH (Y)         | ZOOLOGY           | CHEMISTRY         | BOTONY         | TELUGU(K)   | Library/Sports |
|          | SEM-IV | BA        | TELUGU(V)           | ECONOMICS         | POLITICAL SCIENCE | HISTORY        | ENGLISH (Y) | Library/Sports |
|          |        | B.COM(CA) | TELUGU(K)           | COMPUTERS         | BS                | INCOME TAX     | INCOME TAX  | Library/Sports |
|          |        | MPCs      | MATHS               | Library/Sports    | COMPUTERS         | SEC 1          | ENGLISH (P) | PHYSICS        |
|          |        | BZC       | Library/Sports      | ZOOLOGY           | BOTANY            | SEC 1          | CHEMISTRY   | Library/Sports |
|          | SEM-VI | BA        | ECONOMICS           | POLITICAL SCIENCE | HISTORY           | ECONOMICS      | PUBLIC AD   | ECONOMICS      |
|          |        | B,COM (G) | FIM                 | MA                | GST               | ACA            | C LAW       | C LAW          |
|          |        | B.COM(CA) | Library/Sports      | MA                | GST               | Library/Sports | C LAW       | C LAW          |
|          |        | MPC       | CHEMISTRY           | PHYSICS           | MATHS             | CHEMISTRY      | MATHS LAB   |                |
|          |        | MPCs      | Library/Sports      | PHYSICS           | MATHS             | COMPUTERS      | MATHS LAB   |                |
|          |        | BZC       | CHEMISTRY           | BOTANY            | ZOOLOGY           | CHEMISTRY      | BOTANY LAB  |                |
|          |        | MbBC      | CHEMISTRY           | BOTANY            | MB                | CHEMISTRY      | BOTANY LAB  |                |

*Chakravarthy*

PRINCIPAL (FAC)

M.K.R. Government Degree College  
 Devarakonda, Nalgonda. Dt. 509 001

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|--------|--------|-----------|---------------------|-------------------|-------------------|----------------------|------------|-----------------|
| FRIDAY | SEM-II | BA        | TELUGU (V)          | Library/Sports    | POLITICAL SCIENCE | HISTORY              | ECONOMICS  | Library/Sports  |
|        |        | B.COM(CA) | TELUGU (K)          | B LAW             | A/CS              | Library/Sports       | COMPS      | Library/Sports  |
|        |        | MPCs      | MATHS               | Library/Sports    | COMPUTERS         | PHYSICS              | TELUGU (V) | Library/Sports  |
|        |        | BZC       | BOTANY              | ENGLISH           | CHEMISTRY         | BOTANY               | TELUGU (K) | Library/Sports  |
|        | SEM-IV | BA        | POLITICAL SCIENCE   | HISTORY           | SEC 1             | ECONOMICS            | PUBLIC AD  | Library/Sports  |
|        |        | B.COM(CA) | ENGLISH(Y)          | COMPS             | COMPS             | SEC I                | INCOME TAX | Library/Sports  |
|        |        | MPCs      | COMPUTER PRACTICALS |                   |                   | MATHS                | MATHS      | Library/Sports  |
|        |        | BZC       | ENGLISH(P)          |                   | BOTANY            | ZOOLOGY              | SEC2       | Library/Sports  |
|        | SEM-VI | BA        | HISTORY             | POLITICAL SCIENCE | ECONOMICS         | PUBLIC AD            | HISTORY    | BIO FERTILISERS |
|        |        | B,COM (G) | C LAW               | C LAB             | GST               | FIM                  | M A        | TSKC            |
|        |        | B.COM(CA) | C LAW               | C LAB             | GST               | Library/Sports       | M A        | TSKC            |
|        |        | MPC       | PHYSICS             | MATHS             | PHYSICS           | CHEMISTRY PRACTICALS |            | BIO FERTILISERS |
|        |        | MPCs      | PHYSICS             | MATHS             | PHYSICS           | COMPUTERS PRACTICALS |            | BIO FERTILISERS |
|        |        | BZC       | ZOOLOGY             | BOTANY            | GOOD GOVERNANCE   | CHEMISTRY PRACTICALS |            | BIO FERTILISERS |
|        |        | MbBC      | MB                  | BOTANY            | GOOD GOVERNANCE   | CHEMISTRY PRACTICALS |            | BIO FERTILISERS |

*Ch. Ramakrishna*  
**PRINCIPAL (FAC)**  
 .K.R. Government Degree College  
 Devarakonda, Nalgonda. Dt. 509 201

**MKR GOVERNMENT DEGREE COLLEGE, DEVARAKONDA**  
PROPOSED TIME TABLE FOR THE YEAR 2020-21

| DAY      | SEM    | GROUP     | 10.00-11.00          | 11.00-12.00       | 12.00-1.00        | 1.30-2.30         | 2.30-3.30      | 3.30-4.30      |
|----------|--------|-----------|----------------------|-------------------|-------------------|-------------------|----------------|----------------|
| SATURDAY | SEM-II | BA        | TELUGU (V)           | History           | ECONOMICS         | POLITICAL SCIENCE | English        | Library/Sports |
|          |        | B.COM(CA) | TELUGU (K)           | B LAW             | A/CS              | Library/Sports    | COMPS          | Library/Sports |
|          |        | MPCs      | MATHS                | Chemistry         | Computers         | MATHS             | PHYSICS        | Library/Sports |
|          |        | BZC       | Botany               | ZOOLOGY           | English           | Telugu            | Library/Sports | Library/Sports |
|          | SEM-IV | BA        | HISTORY              | SEC II            | POLITICAL SCIENCE | SEC 1             | ECONOMICS      | PUBLIC AD      |
|          |        | B.COM(CA) | ENGLISH (Y)          | INCOME TAX        | BS                | INSURANCE         | SEC 1          | COMPS          |
|          |        | MPCs      | PHYSICS PRACTICALS   |                   |                   | TELUGU (V)        | MATHS          | SEC 2          |
|          |        | BZC       | CHEMISTRY PRACTICALS |                   |                   | TELUGU (K)        | physics        | Library/Sports |
|          | SEM-VI | BA        | ECONOMICS            | POLITICAL SCIENCE | HISTORY           | BIO FERTILISERS   | PUBLIC AD      | ECONOMICS      |
|          |        | B,COM (G) | ACA                  | C LAB             | GST               | I/E               | INSURANCE      | TSKC           |
|          |        | B.COM(CA) | COMPS                | C LAB             | GST               | I/E               | INSURANCE      | TSKC           |
|          |        | MPC       | RENEWABLE ENERGY     | MATHS             | CHEMISTRY         | BIO FERTILISERS   | MATHS LAB      |                |
|          |        | MPCs      | RENEWABLE ENERGY     | MATHS             | COMPUTERS         | BIO FERTILISERS   | MATHS LAB      |                |
|          |        | BZC       | ZOOLOGY              | BOTANY            | CHEMISTRY         | BIO FERTILISERS   | ZOO LAB        |                |
|          |        | MbBC      | MB                   | BOTANY            | CHEMISTRY         | BIO FERTILISERS   | MB LAB         |                |

*Chhanna Ray*  
**PRINCIPAL (FAC)**  
 M.K.R. Government Degree College  
 Devarakonda, Nalgonda, Dt.

# Annual Curricular Plan

Dist. Nalgonda (T.S.)

Name of the College : MKR Govt Degree college, Devalakonda

Name of the Faculty Member : S. Sarada Devi

| S.No. | Month     | Week   | Hours available |  |
|-------|-----------|--------|-----------------|--|
|       | September | 1 Week | 4               | Agreement & contract - Definition - Essentials of valid contract |
|       |           | 2 Week | 4               | offer & Acceptance - Essential conditions                        |
|       |           | 3 Week | 4               | Consideration  |
|       |           | 4 Week | 4               | consent - Free consent   |
|       |           | 5 week | 3               | legality of object - Agreements opposed to public policy         |
|       | October   | 1 Week | 2               | wagering Agreements - contingent contracts                       |
|       |           | 2 Week | 4               | Discharge of contract - various modes                            |
|       |           | 3 Week | 4               | Breach of contract - Remedies of contract                        |
|       |           | 4 Week | 4               | contract of Sale - Features, Sale vs Agreement to sell           |
|       |           | 5 week | 4               | Types of goods - Transfer of ownership                           |
|       | November  | 1 Week | 4               | unpaid seller - rights, concept of caveat emptor                 |
|       |           | 2 Week | 4               | conditions & warranties - Auction sale                           |
|       |           | 3 Week | 4               | sale by non-owners - exceptions                                  |
|       |           | 4 Week | 4               | consumer protection act - Definitions                            |
|       |           | 5 week | 1               | consumer protection councils                                     |

Signature of the Department I/C

# (Lecturer Wise) : 2020 - 2021

Name of the Department : Commerce

Year : III

Subject : Business Law

Paper : SEM V

| Additional Input / Value Addition Provided / taught | Curricular Activity |                |                   |                        | Co-Curricular Activity |                |                   |                        | Remarks |
|---|---------------------|----------------|-------------------|------------------------|------------------------|----------------|-------------------|------------------------|---------|
|   | Activity Conducted  | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date |         |
| creation of contract case law                       | lectures            | 29             |                   |                        | Assignment             | 01             |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
| made of complaint in consumer court                 | lectures            | 28             |                   |                        | Group Discussion       | 01             |                   |                        |         |
|   |                     |                |                   |                        | Seminars               | 01             |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |

Chakraborty  
PRINCIPAL  
MKR Govt. Degree College  
Signature of the Principal  
DEVARACHURU, NALGONDA

# Annual Curricular Plan

Dist. Nalgonda (T.S.)

Name of the College: MKR GDC, DVK

Name of the Faculty Member: S. Sabandadevi

| S.No. | Month    | Week   | Hours available |   |
|-------|----------|--------|-----------------|---|
|       | December | 1 Week | 3               | consumer dispute redressal Agencies                             |
|       |          | 2 Week | 4               | procedure to lodge a complaint for redressal - Appeals          |
|       |          | 3 Week | -               |   |
|       |          | 4 Week | 2               | Trade marks - Definition  |
|       |          | 5 week | 3               | procedure for registration of Trade marks                       |
|       | January  | 1 Week | 1               | Patents - Definition  |
|       |          | 2 Week | 4               | Kind of patents - Transfer of patent rights, Rights of patentee |
|       |          | 3 Week | 3               | copy rights - essential conditions, Rights, terms               |
|       |          | 4 Week | 4               | copy rights infringement  |
|       |          | 5 week | 3               | Trade secrets and Geographical indications                      |
|       | February | 1 Week | 4               | IT Act 2000, objectives, digital signature                      |
|       |          | 2 Week | 4               | e-Governance, penalties & Adjudication                          |
|       |          | 3 Week | 4               | Environmental protection Act, scope, objectives, Definitions    |
|       |          | 4 Week | 4               | Central Govt powers - offences & penalties / international      |
|       |          | 5 week | -               | 27th Feb 2021 / last instruction day                            |

Signature of the Department I/C

# (Lecturer Wise) : 2020 - 2021

| Name of the Department: <u>Commerce</u>             |  | Subject: <u>Business Law</u> |                |                   |                        | Paper: <u>sem V</u>    |                |                   |                        |         |
|---|--|------------------------------|----------------|-------------------|------------------------|------------------------|----------------|-------------------|------------------------|---------|
| Year: <u>TU</u>                                     |  | Curricular Activity          |                |                   |                        | Co-Curricular Activity |                |                   |                        |         |
| Additional Input / Value Addition Provided / taught |  | Activity Conducted           | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date | Remarks |
| } case laws   |  | lectures                     | 20             |                   |                        | Reminders              | 01             |                   |                        |         |
| } Abhinav Gas tragedy                               |  | lectures                     | 16             |                   |                        | Reminders              | 01             |                   |                        |         |

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 DEVARAKONDA, NALGONDA DIST.

# Annual Curricular Plan

Dist. Nalgonda (T.S.)

Name of the College: MKR Government Degree college, Devalakonda  
 Name of the Faculty Member: S. Salada Devi

| S.No.     | Month | Week   | Hours available |  |
|-----------|-------|--------|-----------------|--|
| September |       | 1 Week | 4               | Origin & Growth of Banking in India  |
|           |       | 2 Week | 4               | Unit vs Branch Banking   |
|           |       | 3 Week | 4               | Function of Commercial Banks   |
|           |       | 4 Week | 4               | National of Commercial Banks in India  |
|           |       | 5 Week | 3               | Emerging trends in commercial banking - Credit, case banking, Consumer - Bank Assurance. |
| October   |       | 1 Week | 2               | RBI - constitution   |
|           |       | 2 Week | 4               | Organisation & Structure of RBI  |
|           |       | 3 Week | 4               | Management & objectives of RBI   |
|           |       | 4 Week | 4               | Functions of RBI   |
|           |       | 5 Week | 4               | monetary policy  |
| November  |       | 1 Week | 4               | Dist. Co-operative Central Banks   |
|           |       | 2 Week | 4               | Contemporary Banks   |
|           |       | 3 Week | 4               | Regional Rural Banks   |
|           |       | 4 Week | 4               |  |
|           |       | 5 Week | 1               | NABARD   |

# (Lecturer Wise) : 2020 - 2021

| Name of the Department : <u>Commerce</u>                    |                    | Subject : <u>Banking Theory &amp; practice</u> |                   |                        |                    | Paper : <u>Sem V</u>   |                   |                        |         |   |          |    |  |  |          |    |                  |    |
|---|--------------------|--|-------------------|------------------------|--------------------|------------------------|-------------------|------------------------|---------|---|----------|----|--|--|----------|----|------------------|----|
| Year : <u>III</u>   |                    | Curricular Activity                            |                   |                        |                    | Co-Curricular Activity |                   |                        |         |   |          |    |  |  |          |    |                  |    |
| Additional Input / Value Addition Provided / taught         | Activity Conducted | Hours allotted                                 | Whether Conducted | If not, alternate date | Activity Conducted | Hours allotted         | Whether Conducted | If not, alternate date | Remarks |   |          |    |  |  |          |    |                  |    |
|   |                    |  |                   |                        |                    |                        |                   |                        |         |   |          |    |  |  |          |    |                  |    |
| } Recent changes in Banking sector                          | Lectures           | 18   |                   |                        | Assignment         | 01                     |                   |                        |         |   |          |    |  |  |          |    |                  |    |
|   |                    |  |                   |                        |                    |                        |                   |                        |         | } Recent monetary policy                                    | Lectures | 16 |  |  | Seminars | 03 | Group Discussion | 01 |
|   |                    |  |                   |                        |                    |                        |                   |                        |         |   |          |    |  |  |          |    |                  |    |
| } Problems faced by RRBs - practical exposure from students | Lectures           | 18   |                   |                        | Quiz               | 01                     |                   |                        |         |   |          |    |  |  |          |    |                  |    |
|   |                    |  |                   |                        |                    |                        |                   |                        |         | } Problems faced by RRBs - practical exposure from students | Lectures | 18 |  |  | Seminars | 02 |                  |    |

Signature of the Department I/C

Signature of the Principal

# Annual Curricular Plan

Dist. Nalgonda (T.S.)

Name of the College: MKR GDC, DVK

Name of the Faculty Member: S. Sridada Devi

| S.No. | Month    | Week   | Hours available |  |
|-------|----------|--------|-----------------|--|
|       | December | 1 Week | 4               | SIDBI, IDBI, IFCI  |
|       |          | 2 Week | 4               | Development Banks  |
|       |          | 3 Week | -               |  |
|       |          | 4 Week | 2               | Definition of Banks & customer                                     |
|       |          | 5 Week | 3               | Relationship between banks & customer                              |
|       | January  | 1 Week | 1               | KYC Norms  |
|       |          | 2 Week | 4               | special features of Relationship b/w banks & customer              |
|       |          | 3 Week | 3               | opening of Accounts - minors                                       |
|       |          | 4 Week | 4               | opening of Accounts - married women, films, club                   |
|       |          | 5 week | 3               | opening of accounts - companies & non trading concerns             |
|       | February | 1 Week | 4               | Negotiable instruments - features                                  |
|       |          | 2 Week | 4               | Duties & responsibilities of payee/collecting Banker               |
|       |          | 3 Week | 4               | precautions to be taken while advancing bank                       |
|       |          | 4 Week | 4               | garnishee order - mortgage - recent trends in deposit mobilisation |
|       |          | 5 week | -               | 27/2/2021 - last instruction day                                   |

Signature of the Department I/C

# (Lecturer Wise) : 2020 - 2021

| Name of the Department: Commerce                    |                                   | Subject: Banking theory & practice |                |                   |                        | Paper: Sem V           |                |                   |                        |         |
|---|-----------------------------------|------------------------------------|----------------|-------------------|------------------------|------------------------|----------------|-------------------|------------------------|---------|
| Year: III   |                                   | Curricular Activity                |                |                   |                        | Co-Curricular Activity |                |                   |                        |         |
| Additional Input / Value Addition Provided / taught |                                   | Activity Conducted                 | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date | Remarks |
| }   | Account opening form              | Lectures                           | 16             |                   |                        | Assignment             | 01             |                   |                        |         |
|   |                                   |                                    |                |                   |                        | Group Discussion       | 02             |                   |                        |         |
| }   | formats of negotiable instruments | Lectures                           | 18             |                   |                        | Story on Lecture       | 2              |                   |                        |         |
|   |                                   |                                    |                |                   |                        |                        |                |                   |                        |         |

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# Annual Curricular Plan

(Lecturer Wise) : 2020 - 2021

Dist. Nalgonda (T.S.)

Name of the College : MRR Govt Degree College, Devalakonda

Name of the Faculty Member : S. Sabada Devi

| No.       | Month | Week                                      | Hours available |  |
|-----------|-------|---|-----------------|--|
| September |       | 1 Week                                    | 4               | Auditing - meaning - definition - evolution                      |
|           |       | 2 Week                                    | 4               | objectives of Auditing, importance                               |
|           |       | 3 Week                                    | 4               | types of Audit   |
|           |       | 4 Week                                    | 4               | standards of Auditing - procedure for issue of standards by ICAI |
| October   |       | 5 week                                    | 3               | Appointment of Auditor   |
|           |       | 1 Week                                    | 2               | Qualifications & Disqualifications                               |
|           |       | 2 Week                                    | 4               | Qualities - Remuneration - Removal of Auditor                    |
|           |       | 3 Week                                    | 4               | Rights & Duties of Auditor                                       |
|           |       | 4 Week                                    | 4               | Civil & Criminal liabilities of Auditor                          |
| 5 week    | 4     | commencement of Audit - engagement letter |                 |  |
| November  |       | 1 Week                                    | 4               | Audit program  |
|           |       | 2 Week                                    | 4               | Audit notebook, work book, audit workings                        |
|           |       | 3 Week                                    | 4               | internal control - objectives                                    |
|           |       | 4 Week                                    | 4               | internal check and internal audit                                |
|           |       | 5 week                                    | 1               | internal check vs internal control vs internal audit             |

| Name of the Department : Commerce                      |  | Subject : Auditing  |                |                   |                        | Paper : Sem II         |                |                   |                        |         |
|--|--|---------------------|----------------|-------------------|------------------------|------------------------|----------------|-------------------|------------------------|---------|
| Year : III   |  | Curricular Activity |                |                   |                        | Co-Curricular Activity |                |                   |                        |         |
| Additional Input / Value Addition Provided / taught    |  | Activity Conducted  | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date | Remarks |
| } Auditing comparison with reading book concept        |  | Lectures            | 16             |                   |                        | Assignment             | 01             |                   |                        |         |
| } criminal cases held on Auditor (Practical knowledge) |  | Lectures            | 29             |                   |                        | Group Discussion       | 01             |                   |                        |         |
| } Practical of auditing program                        |  | Lectures            | 09             |                   |                        |                        |                |                   |                        |         |

Signature of the Department I/C

Signature of the Principal



# Annual Curricular Plan

Dist. Nalgonda (T.S.)

Name of the College : MKE GD, DVK

Name of the Faculty Member : S. Savada Devi

| No.      | Month | Week   | Hours available |  |
|----------|-------|--------|-----------------|--|
| December |       | 1 Week | 3               | vouching - meaning - objectives, types of vouchers               |
|          |       | 2 Week | 4               | vouching of trading transactions                                 |
|          |       | 3 Week | -               |  |
|          |       | 4 Week | 2               | vouching cash transactions                                       |
|          |       | 5 week | 3               | Auditing in corp environment.                                    |
| January  |       | 1 Week | 1               | meaning & definition of verification & valuation.                |
|          |       | 2 Week | 4               | distinction B/W verification & valuation of assets & liabilities |
|          |       | 3 Week | 3               | verification & valuation of various fixed assets                 |
|          |       | 4 Week | 4               | valuation of intangible Assets                                   |
|          |       | 5 week | 3               | valuation of liabilities.  |
| February |       | 1 Week | 4               | Audit committee - Role of Audit committee                        |
|          |       | 2 Week | 4               | Audit reports - types  |
|          |       | 3 Week | 4               | Audit report - contents  |
|          |       | 4 Week | 4               | Revision / internal exams  |
|          |       | 5 week | -               | 27/2/2021 - last instruction day -                               |

Signature of the Department I/C

# (Lecturer Wise) : 2020 - 2021

| Name of the Department : Commerce                   |                    | Subject : Auditing  |                   |                        |                    | Paper : Sem V          |                   |                        |                                    |          |
|---|--------------------|---------------------|-------------------|------------------------|--------------------|------------------------|-------------------|------------------------|------------------------------------|----------|
| Year : TU   |                    | Curricular Activity |                   |                        |                    | Co-Curricular Activity |                   |                        |                                    |          |
| Additional Input / Value Addition Provided / taught | Activity Conducted | Hours allotted      | Whether Conducted | If not, alternate date | Activity Conducted | Hours allotted         | Whether Conducted | If not, alternate date | Remarks                            |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        | } practical knowledge on vouchers. | Lectures |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
| } Discussion on case laws.                          | Lectures           | 27                  |                   |                        | Seminars           | 02                     |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |
|   |                    |                     |                   |                        |                    |                        |                   |                        |                                    |          |

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DEVARAKONDA, NALGONDA

# Annual Curricular Plan

Dist. Nalgonda (T.S.)

(Lecturer Wise) : 2020 - 2021

| Name of the College : MKR GDC, Devarakonda  |           |        |                 |   |
|---|-----------|--------|-----------------|---|
| Name of the Faculty Member : S. Sarada Devi |           |        |                 |   |
| S.No.                                       | Month     | Week   | Hours available |   |
|   | September | 1 Week | 4               | origin & Development of statistics - definitions                        |
|   |           | 2 Week | 4               | importance, scope, limitations - nature of statistics                   |
|   |           | 3 Week | 4               | Statistical investigation - Census & Sampling methods                   |
|   |           | 4 Week | 4               | collection of primary & secondary data - classification of data         |
|   |           | 5 week | 3               | Frequency distribution - tabulation                                     |
|   | October   | 1 Week | 2               | construction of frequency distribution.                                 |
|   |           | 2 Week | 4               | Diagrammatic presentation - one dimensional & two dimensional diagrams. |
|   |           | 3 Week | 4               | Graphic presentation - technique of construction of Graphs.             |
|   |           | 4 Week | 4               | Graphs of frequency distribution - time series or                       |
|   |           | 5 week | 4               | histograms.   |
|   | November  | 1 Week | 4               | measures of central tendency - Arithmetic mean                          |
|   |           | 2 Week | 4               | Arithmetic mean - Geometric mean - Harmonic mean.                       |
|   |           | 3 Week | 4               | mode  |
|   |           | 4 Week | 4               | median - Quartiles & percentiles  |
|   |           | 5 week | 1               | uses & limitations of different Averages.                               |

|   |                    |                               |                   |                        |                    |                        |                   |                        |         |
|---|--------------------|-------------------------------|-------------------|------------------------|--------------------|------------------------|-------------------|------------------------|---------|
| Name of the Department : Commerce                   |                    | Subject : Business Statistics |                   |                        |                    | Paper : Sem III        |                   |                        |         |
| Year : B.Y.B.                                       |                    | Curricular Activity           |                   |                        |                    | Co-Curricular Activity |                   |                        |         |
| Additional Input / Value Addition Provided / taught | Activity Conducted | Hours allotted                | Whether Conducted | If not, alternate date | Activity Conducted | Hours allotted         | Whether Conducted | If not, alternate date | Remarks |
|   |                    |                               |                   |                        |                    |                        |                   |                        |         |
|   | Lectures           | 20                            |                   |                        | Assignment         | 01                     |                   |                        |         |
|   | Lectures           | 16                            |                   |                        | Seminars           | 01                     |                   |                        |         |
|   | Lectures           | 23                            |                   |                        | Assignment         | 01                     |                   |                        |         |

Signature of the Department I/C

Signature of the Principal

# Annual Curricular Plan

Name of the College : MKR Government Degree college

Dist. Nalgonda (T.S.)

Name of the Faculty Member : S. Sabadani

| Month    | Week   | Hours available |   |
|----------|--------|-----------------|---|
| December | 1 Week | 3               | Measures of Dispersion - Significance - Characteristics   |
|          | 2 Week | 4               | Absolute & relative measures - Range, Quartile deviations |
|          | 3 Week | -               |   |
|          | 4 Week | 2               | mean deviation  |
|          | 5 week | 3               | Standard deviation  |
| January  | 1 Week | 1               | Co-efficient of variation                                 |
|          | 2 Week | 4               | Measures of skewness - Karl Pearson's & Bowley's Skewness |
|          | 3 Week | 3               | Kurtosis: mesokurtic, platykurtic & leptokurtic           |
|          | 4 Week | 4               | Correlation - meaning & types - methods                   |
|          | 5 week | 3               | Karl Pearson's co-efficient of correlation                |
| February | 1 Week | 4               | Rank correlation  |
|          | 2 Week | 4               | concurrent deviation method                               |
|          | 3 Week | 4               | Revision  |
|          | 4 Week | 4               | Internal exams  |
|          | 5 week | -               | Last instruction day 27/2/2021                            |

Signature of the Department I/C

# (Lecturer Wise) : 2020 - 2021

Name of the Department : Commerce

Year : II

Subject : Business Statistics

Additional Input / Value Addition Provided / taught

Subject :

Business Statistics

Paper : Sem III

| Curricular Activity | Co-Curricular Activity |                |                   |                        | Remarks |
|---------------------|------------------------|----------------|-------------------|------------------------|---------|
|                     | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date |         |
| Lectures            | 13                     |                |                   |                        |         |
| Seminars            | 01                     |                |                   |                        |         |
| Lectures            | 15                     |                |                   |                        |         |
| Quiz                | 01                     |                |                   |                        |         |

Signature of the Principal

# Annual Curricular Plan (Lecturer Wise) : 2020 - 2021

Dist. Nalgonda (T.S.)

Name of the College : M.P. GDC, Dabalonda  
 Name of the Faculty Member : S. Sarada Devi

| S.No.    | Month | Week   | Hours available | Content   |
|----------|-------|--------|-----------------|---|
| March    |       | 2 Week | 5               | Concepts of Trade, Industry, Commerce, Business objectives - features of business |
|          |       | 3 Week | 5               | Social Responsibility, Sole Proprietorship, Partnership                           |
|          |       | 4 Week | 2               | MF - features, Advantages & Disadvantages   |
|          |       | 5 Week | 3               | Co-operative organisation - Advantages & Disadvantages                            |
| January  |       | 1 Week | 1               | Joint stock company - Definition, features  |
|          |       | 2 Week | 5               | merits demerits of company, kinds of companies                                    |
|          |       | 3 Week | 3               | Partners - kinds - memorandum of Association - clauses                            |
|          |       | 4 Week | 5               | Articles of Association - prospectus - contents - Types                           |
|          |       | 5 Week | 5               | management - meaning, characteristics, functions                                  |
| February |       | 1 Week | 5               | Levels of mgt, skills of mgt, scientific mgt                                      |
|          |       | 2 Week | 5               | Planning - characteristics - types of plans - Approaches                          |
|          |       | 3 Week | 5               | MBO - steps - Benefits & weaknesses   |
|          |       | 4 Week | 5               | Formal informal - Line, staff, functional, Span of mgt. Internal Exam - 1         |

Name of the Department : Commerce

Year : IYR Subject : Business Organisation & Management Paper : Sem I

| Additional Input / Value Addition Provided / taught | Curricular Activity |                |                   |                        | Co-Curricular Activity          |                |                   |                        | Remarks |
|---|---------------------|----------------|-------------------|------------------------|---------------------------------|----------------|-------------------|------------------------|---------|
|   | Activity Conducted  | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted              | Hours allotted | Whether Conducted | If not, alternate date |         |
| Partnership prop. & features                        | Assignment          | 15             |                   |                        | Assignment                      | 01             |                   |                        |         |
|   | Lectures            |                |                   |                        | Case studies of top 5 companies | 01             |                   |                        |         |
| Company registered in Andhra Pradesh                | Lectures            | 14             |                   |                        | Assignment                      | 01             |                   |                        |         |
|   | Lectures            | 15             |                   |                        | Group discussion of             |                |                   |                        |         |
| Change in management styles in present era          |                     |                |                   |                        |                                 |                |                   |                        |         |

Signature of the Department I/C

Signature of the Principal

# Annual Curricular Plan (Lecturer Wise) : 2020 - 2021

Dist. Nalgonda (T.S.)

Name of the College : MKR GDC, Devalakonda

Name of the Faculty Member : S. Sarada Devi

Name of the Department : Commerce

Year : I

Subject : Business Organization & Management

Paper : Sem I

| S.No. | Month | Week   | Hours available |   |
|-------|-------|--------|-----------------|---|
|       | march | 1 Week | 5               | Authority - Responsibility & Accountability - Delegation    |
|       |       | 2 Week | 5               | Co-ordination - Definition, importance, process, principles |
|       |       | 3 Week | 5               | Control - steps - types                                     |
|       |       | 4 Week | 5               | Requirements for effective control                          |
|       |       | 5 week | 3               | Internal exam - 2   |
|       | April | 1 Week | 3               | Revision  |
|       |       | 2 Week |                 | Last intervention Day - 3/4/2021                            |
|       |       | 3 Week |                 |   |
|       |       | 4 Week |                 |   |
|       |       | 1 Week |                 |   |
|       |       | 2 Week |                 |   |
|       |       | 3 Week |                 |   |
|       |       | 4 Week |                 |   |

| Additional Input / Value Addition Provided / taught | Curricular Activity |                |                   |                        | Co-Curricular Activity |                |                   |                        | Remarks |
|---|---------------------|----------------|-------------------|------------------------|------------------------|----------------|-------------------|------------------------|---------|
|   | Activity Conducted  | Hours allotted | Whether Conducted | If not, alternate date | Activity Conducted     | Hours allotted | Whether Conducted | If not, alternate date |         |
| }   | Lectures            | 20             |                   |                        | Seminars               | 02             |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |
|   |                     |                |                   |                        |                        |                |                   |                        |         |

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Signature of the Principal

# Annual Curricular

Dist. Nalgonda (T.S.)

Name of the College : MKR GDC, Devalakonda

Name of the Faculty Member : S. Sarada Devi

Sem - III  
Principles of Insurance (PCC)

| S.No. | Month     | Week   | Hours available |   |
|-------|-----------|--------|-----------------|---|
|       | September | 1 Week | 8               | } UNIT - I<br>Risk management & insurance terminology |
|       | October   | 2 Week | 6               |   |
|       | November  | 3 Week | 8               |   |
|       | December  | 4 Week | 8               |   |
|       | January   |        | 6               | } UNIT - II<br>insurance contract & insurance policy  |
|       | February  | 1 Week | 6               |   |
|       |           | 2 Week |                 |   |

Sem - IV  
Introduction to Indian Economy (PCC)

|  |           |        |   |   |
|--|-----------|--------|---|---|
|  | September | 3 Week | 8 | } UNIT - I<br>structure of Indian Economy       |
|  | October   | 4 Week | 6 |   |
|  | November  |        | 8 |   |
|  | December  | 1 Week | 8 | } UNIT - II<br>policy aspects of Indian Economy |
|  | January   | 2 Week | 6 |   |
|  | February  | 3 Week | 6 |   |
|  |           | 4 Week |   |   |

Signature of the Department


# TEACHING DIARY 2020 - 2021

| Name of the Department / Subject : |         |           | Class & Medium  | Period / Time  | Paper     | Theory / Practical |
|------------------------------------|---------|-----------|-----------------|----------------|-----------|--------------------|
| S.No.                              | Date    | Day       |                 |                |           |                    |
|                                    | 01/9/20 | Tuesday   | B.com(6SIA) V   | 10-00 to 11-00 | B.Law     | Theory             |
|                                    |         |           | B.com(6SIA) III | 12-00 to 1-00  | B.Stat    | practical          |
|                                    |         |           | B.com - V       | 1-30 to 2-30   | BTP       | Theory             |
|                                    |         |           | B.com(CA) III   | 2-30 to 3-30   | Insurance | "                  |
|                                    | 2/9/20  | wednesday | B.com(6) V      | 10-00 to 11-00 | Auditing  | "                  |
|                                    |         |           | B.com(6SIA) III | 12-00 to 1-00  | B.Stat    | practical          |
|                                    |         |           | B.com - V       | 2-30 to 3-30   | BTP       | Theory             |
|                                    | 3/9/20  | Thursday  | B.com Sem III   | 10-00 to 11-00 | B.Stat    | practical          |
|                                    |         |           | B.com(6) V      | 12-00 to 1-00  | Auditing  | Theory             |
|                                    |         |           | B.com - V       | 2-30 to 3-30   | BTP       | "                  |
|                                    |         |           | B.com - V       | 3-30 to 4-30   | B.Law     | "                  |
|                                    | 4/9/20  | Friday    | B.com(6SIA) III | 10-00 to 11-00 | BS        | practical          |
|                                    |         |           | B.com(6) V      | 12-00 to 1-00  | Auditing  | Theory             |
|                                    |         |           | B.com - V       | 1-30 to 2-30   | I/E       | "                  |
|                                    |         |           | B.com - V       | 2-30 to 3-30   | B.Law     | "                  |

Signature of the Faculty Member

Signature of the Department I/C

| Name of the Lecturer : | Topic Covered                              | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|------------------------|--|---------------------|--------------------------|--------------------|----------------------------|---------|
|                        | Introduction of the subject - syllabus     | Lecture             | 05                       | Zoom/PPt           | Syllabus taken             | -       |
|                        | Introduction of the subject - syllabus     | "                   | 05                       | "                  | "                          |         |
|                        | Introduction of the subject - syllabus     | "                   | 05                       | "                  | "                          |         |
|                        | Introduction of the subject - syllabus     | "                   | 20                       | "                  | "                          |         |
|                        | Introduction of the subject - syllabus     | "                   | 06                       | "                  | "                          |         |
|                        | Definitions of statistics - singular sense | Lecture             | 05                       | "                  | Notes taken                |         |
|                        | Origin and Growth of banking in India      | "                   | 05                       | "                  | "                          |         |
|                        | Stages in statistical investigation        | "                   | 05                       | "                  | "                          |         |
|                        | Meaning & definitions of Auditing          | "                   | 07                       | "                  | "                          |         |
|                        | Unit banking vs branch banking             | "                   | 05                       | "                  | "                          |         |
|                        | Indian contract Act - contract meaning     | "                   | 05                       | "                  | "                          |         |
|                        | Functions of statistics                    | "                   | 05                       | "                  | "                          |         |
|                        | Growth of Auditing in India                | "                   | 07                       | "                  | "                          |         |
|                        | Introduction of the syllabus               | "                   | 05                       | "                  | "                          |         |
|                        | essential elements of valid contract       | "                   | 05                       | "                  | "                          |         |

  
 Principal  
 MGR Govt Degree College  
 DEPARTMENT OF MALGONDA DIST.

# TEACHING DIARY 2020 - 2021

| Name of the Department / Subject: <u>Commerce</u> |         |           | Class & Medium | Period / Time | Paper    | Theory / Practical | Name of the Lecturer: <u>P. Sreedha Rao</u> | Topic Covered                              | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |  |
|---|---------|-----------|----------------|---------------|----------|--------------------|---|--|---------------------|--------------------------|--------------------|----------------------------|---------|--|
| S.No.   | Date    | Day       |                |               |          |                    |   |  |                     |                          |                    |                            |         |  |
|   | 1/2/20  | Saturday  | 10-00 to 11-00 | B.Com (A) III | POI      | Theory             |   | Risk management - types of risk            | Lecture             | 05                       | Zom/PPT            | notes taken                |         |  |
|   |         |           | 11-00 to 12-00 | B.Com - V     | T/E      | "                  |   | Indian Economy - characteristics           | "                   | 05                       | "                  | "                          |         |  |
|   |         |           | 12-00 to 01-00 | B.Com (G) - V | Auditing | "                  |   | Companies (Auditor General of India)       | "                   | 07                       | "                  | "                          |         |  |
|   |         |           | 2-30 to 3-30   | B.Com - V     | BTP      | "                  |   | Advantages & Disadvantages of e-commerce   | "                   | 03                       | "                  | "                          |         |  |
|   | 6/2/20  | Sunday    |                |               |          |                    |   |  |                     |                          |                    |                            |         |  |
|   | 7/2/20  | Monday    | CL             |               |          |                    |   |  |                     |                          |                    |                            |         |  |
|   | 8/2/20  | Tuesday   |                |               |          |                    |   |  |                     |                          |                    |                            |         |  |
|   | 9/2/20  | Wednesday |                |               |          |                    |   |  |                     |                          |                    |                            |         |  |
|   | 10/2/20 | Thursday  | 10-00 to 11-00 | B.Com - V     | Law      | Theory             |   | Classification of contracts                | Lecture             | 05                       | Zom/PPT            | notes taken                |         |  |
|   |         |           | 12-00 to 01-00 | B.Com (G) III | BS       | practical          |   | importance of statistics                   | "                   | 05                       | "                  | "                          |         |  |
|   |         |           | 1-30 to 2-30   | B.Com (G) - V | Auditing | Theory             |   | provisions related to Audit in Co-Act 2003 | "                   | 07                       | "                  | "                          |         |  |

Signature of the Faculty Member: [Signature]

Signature of the Department I/C

Signature of the Principal: [Signature]



Name of the Department / Subject: Commerce

Name of the Lecturer: P. Sabada Devi

| Date    | Day             | Class & Medium | Period / Time  | Paper    | Theory / Practical                 |
|---------|-----------------|----------------|----------------|----------|------------------------------------|
| 11/9/20 | Friday          | B.com(4A)III   | 10-00 to 11-00 | BS       | Practical<br>Theory<br>"<br>"      |
|         |                 | B.com(4)IV     | 12-00 to 1-00  | Auditing |                                    |
|         |                 | B.com(IV)      | 1-30 to 2-30   | I/E      |                                    |
|         |                 | B.com-IV       | 2-30 to 3-30   | B Law    |                                    |
| 12/9/20 | second saturday |                |                |          |                                    |
| 13/9/20 | sunday          |                |                |          |                                    |
| 14/9/20 | monday          | B.com-IV       | 10-00 to 11-00 | B Law    | Theory<br>Practical<br>Theory<br>" |
|         |                 | B.com(1A)III   | 12-00 to 1-00  | BS       |                                    |
|         |                 | B.com-IV       | 1-30 to 2-30   | BTP      |                                    |
|         |                 | B.com(1A)III   | 2-30 to 3-30   | POJ      |                                    |
| 15/9/20 | Tuesday         | B.com(4)-IV    | 10-00 to 11-00 | Auditing | "<br>Practical<br>Theory           |
|         |                 | B.com(1A)III   | 12-00 to 1-00  | BS       |                                    |
|         |                 | B.com-IV       | 2-30 to 3-30   | BTP      |                                    |

| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Limitations of statistics & Distinction of statistics | Lecture             | 23                       | Zoom/PPT           | Notes taken                |         |
| Objectives of Auditing                                | "                   | 27                       | "                  | "                          |         |
| Developmental issues in Indian Economy                | "                   | 25                       | "                  | "                          |         |
| offer - essentials of valid offer.                    | "                   | 25                       | "                  | "                          |         |
| <hr/>   |                     |                          |                    |                            |         |
| Types of offer - case laws                            | Lecture             | 25                       | Zoom/PPT           | Notes taken                |         |
| Collection of data - primary data                     | "                   | 24                       | "                  | "                          |         |
| commercial banking in India                           | "                   | 24                       | "                  | "                          |         |
| management of risk - low risk mitigation techniques   | "                   | 24                       | "                  | "                          |         |
| Auditor is watch dog, not a bloodhound.               | "                   | 26                       | "                  | "                          |         |
| Sources of secondary data                             | "                   | 25                       | "                  | "                          |         |
| functions of commercial banks                         | "                   | 25                       | "                  | "                          |         |

Signature of the Faculty Member 

Signature of the Department I/C

Signature of the Principal

Name of the Department / Subject: Commerce

| S.No. | Date    | Day       | Class & Medium                                    | Period / Time   | Paper                          | Theory / Practical            |
|-------|---------|-----------|---|---|--------------------------------|-------------------------------|
|       | 16/9/20 | wednesday | -   | 11-00 to 12-00<br>2-00 to 4-00                                    | Insulation Dates               |                               |
|       | 17/9/20 | Thursday  | B.Com-IV<br>B.Com(A)III<br>B.Com(W)-IV            | 10-00 to 11-00<br>12-00 to 1-00<br>1-30 to 2-30                   | B.Law<br>BS<br>Auditing        | Theory<br>Practical<br>Theory |
|       | 18/9/20 | Friday    | B.Com(A)III<br>B.Com(W)IV<br>B.Com-IV<br>B.Com-IV | 10-00 to 11-00<br>11-00 to 12-00<br>1-30 to 2-30<br>2-30 to 3-30  | BS<br>Auditing<br>I/E<br>B.Law | Practical<br>Theory<br>"<br>" |
|       | 9/9/20  | Saturday  | B.Com(A)III<br>B.Com-IV<br>B.Com(W)IV<br>B.Com-IV | 10-00 to 11-00<br>11-00 to 12-00<br>12-00 to 1-00<br>2-30 to 3-30 | PDT<br>I/E<br>Auditing<br>BTP  | "<br>"<br>"<br>"              |

Name of the Lecturer: S. Sarada Devi

| Topic Covered                                 | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|   |                     |                          | 2                  |                            |         |
| Acceptance - essentials of Valid Acceptance   | Lecture             | 05                       | zoom/ppt           | notes taken                |         |
| Choice b/w primary & secondary data           | "                   | 05                       | "                  | Discussion                 |         |
| "Audit begins where accounts ends" - Analysis | "                   | 7                        | "                  | Discussion                 |         |
| methods of collection of primary data         | Lecture             | 05                       | zoom/ppt           | notes taken                |         |
| importance of Auditing - scope of Audit       | Discussion          | 7                        | "                  | "                          |         |
| Structural changes in Indian Economy          | Lecture             | 05                       | "                  | Discussion                 |         |
| Revocation of Offer & Acceptance              | "                   | 05                       | "                  | notes taken                |         |
| Basics, evolution and nature of insurance     | Lecture             | 05                       | "                  | "                          |         |
| Human Development - concepts & measures       | "                   | 05                       | "                  | "                          |         |
| characteristics & branches of Auditing        | "                   | 07                       | "                  | "                          |         |
| E-Ranking - Advantages & Disadvantages        | "                   | 05                       | "                  | "                          |         |

[Signature]  
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Signature of the Principal

# DIARY 2020 - 2021

| Name of the Department / Subject: |         | Class & Medium |  | Period / Time                                   | Paper                     | Theory / Practical            |
|-----------------------------------|---------|----------------|--|---|---------------------------|-------------------------------|
| Commerce                          |         |                |  |   |                           |                               |
| S.No.                             | Date    | Day            | Class & Medium                         | Period / Time                                   | Paper                     | Theory / Practical            |
|                                   | 20/9/20 | Sunday         | -                                      | 10-00 to 12-00<br>2-00 to 4-00                  | Navigation                | Subs.                         |
|                                   | 21/9/20 | Monday         | B.com-V<br>B.com(PA)III<br>B.com-V     | 10-00 to 11-00<br>12-00 to 1-00<br>1-30 to 2-30 | R Law<br>B Stat<br>BTP    | Theory<br>Practical<br>Theory |
|                                   | 22/9/20 | Tuesday        | B.com(PA)IV<br>B.com(PA)III<br>B.com-V | 10-00 to 11-00<br>12-00 to 1-00<br>2-30 to 3-30 | Auditing<br>B Stat<br>BTP | Theory<br>Practical<br>Theory |
|                                   | 23/9/20 | Wednesday      | -                                      | 10-00 to 12-00<br>2-00 to 4-00                  | Navigation                | Subs.                         |

Name of the Lecturer: S. Sarada Devi

| Topic Covered                           | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| consideration - Essential elements      | Lecture             | 05                       | Zoom/PPT           | note taking                |         |
| census method - merits & limitations    | "                   | 05                       | "                  | "                          |         |
| Mobile Banking - Benefits               | Discussion          | 05                       | "                  | Discussion                 |         |
| Book Keeping VS Accountancy VS Auditing | Lecture             | 06                       | Zoom/PPT           | note taking                |         |
| Sampling method                         | "                   | 05                       | "                  | "                          |         |
| Core Banking - Round Balance            | "                   | 05                       | "                  | "                          |         |

Signature of the Faculty Member

Signature of the Department IC

Signature of the Principal

| Name of the Department / Subject : <i>commerce</i> |                |                 | Period / Time       | Paper                 | Theory / Practical |                  |
|--|----------------|-----------------|---------------------|-----------------------|--------------------|------------------|
| S.No.  | Date           | Day             |                     |                       |                    |                  |
|  | <i>24/9/20</i> | <i>Thursday</i> | <i>B.com-V</i>      | <i>10-00 to 11-00</i> | <i>B.Law</i>       | <i>Theory</i>    |
|  |                |                 | <i>B.com(VA)III</i> | <i>12-00 to 1-00</i>  | <i>BS</i>          |                  |
|  |                |                 | <i>B.com(V)-V</i>   | <i>1-30 to 2-30</i>   | <i>Auditing</i>    |                  |
|  | <i>25/9/20</i> | <i>Friday</i>   | <i>B.com(VA)III</i> | <i>10-00 to 11-00</i> | <i>BS</i>          | <i>practical</i> |
|  |                |                 | <i>B.com(V)-V</i>   | <i>12-00 to 1-00</i>  | <i>Auditing</i>    |                  |
|  |                |                 | <i>B.com(V)</i>     | <i>1-30 to 2-30</i>   | <i>I/E</i>         |                  |
|  | <i>26/9/20</i> | <i>Saturday</i> | <i>B.com(VA)III</i> | <i>10-00 to 11-00</i> | <i>POT</i>         | <i>"</i>         |
|  |                |                 | <i>B.com-V</i>      | <i>11-00 to 12-00</i> | <i>I/E</i>         |                  |
|  |                |                 | <i>B.com(V)-V</i>   | <i>12-00 to 1-00</i>  | <i>Auditing</i>    |                  |
|  |                |                 | <i>B.com-V</i>      | <i>2-30 to 3-30</i>   | <i>BTP</i>         | <i>"</i>         |
| <i>27/9/20</i>                                     | <i>Sunday</i>  |                 |                     |                       |                    |                  |

Name of the Lecturer : *S. Sarada Devi*

| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| <i>NO. consideration - no contract - options</i>            | <i>Lecture</i>      | <i>25</i>                | <i>Zoom/PPT</i>    | <i>Notes taken</i>         |         |
| <i>Modelled: bank assurance - omprdsman,</i>                | <i>"</i>            | <i>25</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Basic principles of Audit</i>                            | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Methods of collection of secondary data</i>              | <i>Lecture</i>      | <i>26</i>                | <i>Zoom/PPT</i>    | <i>Notes taken</i>         |         |
| <i>Types of Audit</i>                                       | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Occupational distribution &amp; economic development</i> | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>stranger to contract vs stranger to consideration</i>    | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>concept of pooling in insurance -</i>                    | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>natural resources - land</i>                             | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>continuous Vs final Audit</i>                            | <i>"</i>            | <i>26</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Reserve Bank of India - Origin</i>                       | <i>"</i>            | <i>25</i>                | <i>"</i>           | <i>"</i>                   |         |

Signature of the Faculty Member

Signature of the Department I/C

Signature of the Principal

| Name of the Department / Subject : <i>Commerce</i> |         | Class & Medium | Period / Time  | Paper             | Theory / Practical |
|--|---------|----------------|----------------|-------------------|--------------------|
| S.No.  | Date    | Day            |                |                   |                    |
|  | 28/9/20 | Monday         | 10-00 to 11-00 | B Law             | Theory             |
|  |         |                | 12-00 to 1-00  | BS                | Practical          |
|  |         |                | 1-30 to 2-30   | BTP               | Theory             |
|  |         |                | 2-30 to 3-30   | POI               | "                  |
|  | 29/9/20 | Tuesday        | 10-00 to 12-00 | } Migration notes | }                  |
|  |         |                | 2-00 to 4-00   |                   |                    |
|  | 30/9/20 | Wednesday      | 10-00 to 11-00 | BS                | Practical          |
|  |         |                | 12-00 to 1-00  | Auditing          | Theory             |
|  |         |                | 2-30 to 3-30   | BTP               | "                  |
|  |         |                | 3-30 to 4-30   | B Law             | "                  |
|  | 1/10/20 | Thursday       | 10-00 to 11-00 | B Law             | "                  |
|  |         |                | 12-00 to 1-00  | BS                | Practical          |
|  |         |                | 1-30 to 2-30   | Auditing          | Theory             |

| Name of the Lecturer : <i>S. Sivalada Devi</i> |  | Topic Covered                                       | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|--|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|  |  | capacity to contract - Minors                       | Lecture             | 25                       | Zoom/PPT           | Discussion                 |         |
|  |  | Sampling - Advantages, provides, limitations        | "                   | 25                       | "                  | Notes taken                |         |
|  |  | Organisational structure of RBI                     | "                   | 25                       | "                  | "                          |         |
|  |  | Different classes of insurance                      | "                   | 25                       | "                  | "                          |         |
|  |  | methods of Sampling                                 | Lectures            | 25                       | Zoom/PPT           | Notes taken                |         |
|  |  | Advantages of Auditing - Disadvantages              | "                   | 07                       | "                  | "                          |         |
|  |  | Objectives & functions of RBI                       | "                   | 20                       | "                  | "                          |         |
|  |  | persons of unsound mind & disqualified by obtaining | "                   | 20                       | "                  | "                          |         |
|  |  | Free consent  | "                   | 20                       | "                  | "                          |         |
|  |  | Grouping of data - Discrete & continuous series     | "                   | 25                       | "                  | "                          |         |
|  |  | Recent trends in Auditing                           | "                   | 06                       | "                  | "                          |         |

*[Signature]*  
of the Faculty Member

Signature of the Department I/C

PRINCIPAL  
M.K.R. Govt. Engineering College  
Signature of the Principal  
BEVAKKANDA ROAD, SALEM DIST.



DIARY 2020 - 2021

Name of the Department / Subject : Commerce

Name of the Lecturer : S. Sarada Devi

| S.No.    | Date      | Day | Class & Medium | Period / Time  | Paper    | Theory / Practical |
|----------|-----------|-----|----------------|----------------|----------|--------------------|
| 7/10/20  | Wednesday |     | B.com (A) III  | 10-12 to 11-10 | BS       | practical          |
|          |           |     | B.com (A) IV   | 12-12 to 1-00  | Auditing | practical          |
|          |           |     | B.com V        | 2-30 to 3-30   | BTP      |                    |
|          |           |     | B.com VI       | 3-30 to 4-30   | BLaw     |                    |
| 8/10/20  | Thursday  |     | BS             |                |          |                    |
|          |           |     | B.com (V)      | 2-30 to 3-30   | BLaw     | theory             |
| 9/10/20  | Friday    |     | CL             |                |          |                    |
| 10/10/20 | Saturday  |     | CL             |                |          |                    |
| 11/10/20 | Sunday    |     |                |                |          |                    |
| 12/10/20 | Monday    |     | CL             |                |          |                    |

| Topic Covered                                      | Methodology Adopted | No. of Students Attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| cumulative frequency distribution                  | Lecture             | 50                       | 20cm/PT            | Notes taken                |         |
| procedure for issued standards by ICAI             | "                   | 50                       | "                  | "                          |         |
| CRIS - valuation                                   | "                   | 50                       | "                  | "                          |         |
| legality of the object - unlawful consideration    | "                   | 50                       | "                  | "                          |         |
| Public interest - Agreements against public policy | Lecture             | 50                       | 20cm/PT            | Notes taken                |         |
|  |                     |                          |                    |                            |         |
|  |                     |                          |                    |                            |         |
|  |                     |                          |                    |                            |         |
|  |                     |                          |                    |                            |         |

Signature of the Faculty Member

Signature of the Department IC

Signature of the Principal

DEPARTMENT OF ACCOUNTS  
 JANUARY 2020 - 2021

Name of the Department / Subject: Commerce

Name of the Lecturer: S. Salada Devi

| S.No. | Date    | Day       | Class & Medium | Period / Time     | Paper         | Theory / Practical |
|-------|---------|-----------|----------------|-------------------|---------------|--------------------|
|       | 13/1/20 | Tuesday   | B.Com (A) III  | 10-00 to 11-00    | Auditing      | Theory             |
|       |         |           |                | 12-00 to 1-00     | Stat          | Practical          |
|       |         |           |                | 1-30 to 2-30      | ATP           | Theory             |
|       | 14/1/20 | Wednesday | }              | Holidays declared |               | due to             |
|       | 15/1/20 | Thursday  |                | heavy rains       |               |                    |
|       | 16/1/20 | Friday    | CL             |                   |               |                    |
|       | 17/1/20 | Saturday  | B.Com (A) III  | 10-00 to 11-00    | PAZ           | Theory             |
|       |         |           | B.Com - II     | 11-00 to 12-00    | IE            | "                  |
|       |         |           | B.Com (A) II   | 12-00 to 1-00     | Auditing      | "                  |
|       |         |           | B.Com - IV     | 2-30 to 3-30      | ATP           | "                  |
|       | 18/1/20 | Sunday    | —              | 2-00 to 4-00      | Investigation | Practical          |
|       | 19/1/20 | Monday    | CL             |                   |               |                    |
|       | 20/1/20 | Tuesday   | CL             |                   |               |                    |

| Topic Covered  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| Company Auditor - Appointment                          | Lecture             | 06                       | Zoom/PTP           | Notes taken                |         |
| Tabulation - objectives, essentials of cost accounting | "                   | 24                       | "                  | "                          |         |
| Co-operative Banks - Co-operative Banking in India     | "                   | 25                       | "                  | "                          |         |
| Fixing of premiums - calculation                       | Lecture             | 24                       | Zoom/PTP           | Notes taken                |         |
| Natural Resources - water & minerals                   | "                   | 25                       | "                  | Discussion                 |         |
| Removal & Resignation of Auditor                       | "                   | 06                       | "                  | Notes taken                |         |
| Hierarchy of Co-operative Banks                        | "                   | 24                       | "                  | Discussion                 |         |

  
 Signature of the Faculty Member

Signature of the Department LC

Signature of the Principal



JANUARY 2020 - 2021

| Name of the Department | Subject | Day      | Class & Medium      | Period / Time  | Paper   | Theory    |  |
|------------------------|---------|----------|---------------------|----------------|---------|-----------|--|
|                        |         | Monday   |                     |                |         |           |  |
|                        |         | Tuesday  | B Com I             | 10-30 to 11-00 | B Law   | Practical |  |
|                        |         |          | B Com II            | 1-30 to 2-30   | B State | Practical |  |
|                        |         | Friday   | B Com II            | 10-30 to 11-30 | B State | Practical |  |
|                        |         |          | B Com I             | 12-30 to 1-30  | B Law   | Theory    |  |
|                        |         | Saturday | Vacation (Holidays) |                |         |           |  |
|                        |         | Sunday   | Vacation (Holidays) |                |         |           |  |
|                        |         | Monday   | Vacation (Holidays) |                |         |           |  |
|                        |         | Tuesday  | B Com (I)           | 10-30 to 11-30 | B State | Practical |  |
|                        |         |          | B Com (II)          | 11-30 to 12-30 | B Law   | Theory    |  |
|                        |         |          | B Com (III)         | 1-30 to 2-30   | B TP    | Theory    |  |

Name of the Lecturer: P. Sankar Das

| Topic Covered  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
|  |                     |                          |                    |                            |         |
| Agreements in context of marriage & divorce                        | Lecture             | 25                       | Zoom/PT            | Notes taken                |         |
| Single variable presentation of data - Advantages                  | "                   | 25                       | "                  | "                          |         |
| Programs - Essentials of display, scale - functions, funds, powers | Lecture             | 25                       | Zoom/PT            | Notes taken                |         |
| Agreements in context of legal proceedings                         | "                   | 25                       | "                  | "                          |         |
|  |                     |                          |                    |                            |         |
|  |                     |                          |                    |                            |         |
| Bar diagrams, Types of bar diagrams                                | Lecture             | 25                       | Zoom/PT            | Notes taken                |         |
| Law of contract Act  | Discussion          | 25                       | "                  | Discussion                 |         |
| Prac - functions, funds, powers                                    | Lecture             | 25                       | "                  | Notes taken                |         |

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# JANUARY 2020 - 2021

| Name of the Department / Subject: <i>Commerce</i> |          | Period / Time | Paper          | Theory / Practical |          |           |
|---|----------|---------------|----------------|--------------------|----------|-----------|
| S.No.   | Date     | Day           | Class & Medium |                    |          |           |
|   | 28/10/20 | Wednesday     | B.com (A) III  | 10-00 to 11-00     | B State  | Practical |
|   |          |               | B.com (A) V    | 11-00 to 12-00     | Auditing | Theory    |
|   |          |               | B.com (V)      | 1-30 to 2-30       | Bhow     | Theory    |
|   |          |               | B.com (V)      | 2-30 to 3-30       | BTP      | "         |
|   | 29/10/20 | Thursday      | B.com (A) V    | 10-00 to 11-00     | Bhow     | "         |
|   |          |               | B.com (A) III  | 11-00 to 12-00     | B State  | Practical |
|   |          |               | B.com (A) V    | 12-00 to 1-00      | Auditing | Theory    |
|   |          |               | B.com (V)      | 2-30 to 3-30       | BTP      | "         |
|   | 30/10/20 | Friday        | Miladun Nabi   |                    |          |           |
|   | 31/10/20 | Saturday      | B.com (A) III  | 10-00 to 11-00     | POT      | Theory    |
|   |          |               | B.com (V)      | 11-00 to 12-00     | I/C      | "         |
|   |          |               | B.com (A) V    | 12-00 to 1-00      | Auditing | "         |
|   |          |               | B.com (V)      | 2-30 to 3-30       | BTP      | "         |

| Name of the Lecturer: <i>S. Sabada Devi</i> |  | Topic Covered                                 | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|--|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|   |  | problems on bar diagrams                      | Lecture             | 24                       | zoom/PPT           | notes taken                |         |
|   |  | professional qualities of Auditor             | "                   | 06                       | "                  | "                          |         |
|   |  | case laws in contract Act                     | Discussion          | 24                       | "                  | Discussion                 |         |
|   |  | primary Agricultural credit societies (PACS)  | Lecture             | 24                       | "                  | "                          |         |
|   |  | case laws in contract Act                     | Discussion          | 24                       | "                  | "                          |         |
|   |  | problems on bar diagrams                      | Lecture             | 24                       | "                  | practice                   |         |
|   |  | Appointment powers of Auditor                 | "                   | 06                       | "                  | notes taken                |         |
|   |  | contemporary Ranks & functions                | "                   | 25                       | "                  | notes taken                |         |
|   |  | -----   |                     |                          |                    |                            |         |
|   |  | Recruitment                                   | Lecture             | 25                       | zoom/PPT           | notes taken                |         |
|   |  | Environmental Degradation                     | Discussion          | 25                       | "                  | Discussion                 |         |
|   |  | Qualifications & Disqualifications of Auditor | Lecture             | 06                       | "                  | notes taken                |         |
|   |  | Regional level sale - history, overview       | "                   | 24                       | "                  | "                          |         |

*[Signature]*  
Signature of the Faculty Member

Signature of the Department I/C

PRINCIPAL  
MKR Govt. Degree College  
DEVARAKURDA, MYSURU DISTRICT  
*[Signature]*  
Signature of the Principal

DIARY 2020 - 2021

| Name of the Department / Subject: Commerce |         | Class & Medium | Period / Time  | Paper    | Theory / Practical |
|--|---------|----------------|----------------|----------|--------------------|
| S.No.                                      | Date    | Day            |                |          |                    |
|  | 1/11/20 | Sunday         |                |          |                    |
|  | 2/11/20 | Monday         | 10-00 to 11-00 | BLaw     | Theory             |
|  |         |                | 11-00 to 12-00 | BS       | Practical          |
|  |         |                | 12-00 to 1-00  | BTP      | Theory             |
|  |         |                | 2-30 to 3-30   | POI      | "                  |
|  | 3/11/20 | Tuesday        | 10-00 to 11-00 | Auditing | "                  |
|  |         |                | 12-00 to 1-00  | BS       | Practical          |
|  |         |                | 2-30 to 3-30   | BTP      | Theory             |
|  | 4/11/20 | Wednesday      | 10-00 to 11-00 | BS       | Practical          |
|  |         |                | 12-00 to 1-00  | Auditing | Theory             |
|  |         |                | 2-30 to 3-30   | BTP      | "                  |
|  |         |                | 3-30 to 4-30   | BLaw     | "                  |
|  | 5/11/20 | Thursday       | 10-00 to 11-00 | BLaw     | "                  |
|  |         |                | 12-00 to 1-00  | BS       | Practical          |
|  |         |                | 1-30 to 2-30   | Auditing | Theory             |

| Name of the Lecturer: S. Sarada Devi |  | Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--------------------------------------|--|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|                                      |  | wageing agreements  | Lecture             | Q1                       | Zoom/PPT           | no class                   |         |
|                                      |  | predilections - problems                                    | Lecture             | Q1                       | "                  | practice                   |         |
|                                      |  | operational structure of RTB, objectives                    | Lecture             | Q3                       | "                  | notes taken                |         |
|                                      |  | Role of insurance in Economic development & social security | Discussion          | Q3                       | "                  | Discussion                 |         |
|                                      |  | Qualities of Auditor - professional                         | Lecture             | Q6                       | "                  | notes taken                |         |
|                                      |  | Pictographs - selection of suitable diagrams                | Lecture             | Q5                       | "                  | practice                   |         |
|                                      |  | functions of RTBS, problems                                 | "                   | Q5                       | "                  | notes taken                |         |
|                                      |  | Graphical presentation - construction                       | "                   | Q5                       | "                  | "                          |         |
|                                      |  | Rights of an Auditor  | "                   | Q6                       | "                  | "                          |         |
|                                      |  | NARARS - need, establishment                                | "                   | Q11                      | "                  | "                          |         |
|                                      |  | contingent contracts  | "                   | Q4                       | "                  | "                          |         |
|                                      |  | contingent contracts vs wageing agree.                      | "                   | Q4                       | "                  | "                          |         |
|                                      |  | Rules for construction of Graphs                            | "                   | Q5                       | "                  | "                          |         |
|                                      |  | Duties of an Auditor  | "                   | Q6                       | "                  | "                          |         |

Signature of the Faculty Member

Signature of the Department IC

Signature of the Principal

| Name of the Department / Subject: Commerce |        |          | Period / Time  | Paper  | Theory / Practical           |
|--|--------|----------|--|--|------------------------------|
| S.No.                                      | Date   | Day      | Class & Medium                                       |  |                              |
|  | 6/1/20 | Friday   | B.com(A)III<br>B.com(A)E                             | 10-00 to 11-00<br>12-00 to 1-00<br>2-00 to 4-00                    | BS<br>Auditing<br>Regulation |
|  | 7/1/20 | Saturday | B.com(A)III<br>B.com(A)E<br>B.com(A)E                | 10-00 to 11-00<br>11-00 to 12-00<br>12-00 to 1-00<br>Staff meeting | POI<br>I/E<br>Auditing       |
|  | 8/1/20 | Sunday   |  |  |                              |
|  | 9/1/20 | Monday   | B.com(A)E<br>B.com(A)III<br>B.com(A)E<br>B.com(A)III | 10-00 to 11-00<br>12-00 to 1-00<br>1-30 to 2-30<br>2-30 to 3-30    | B Law<br>BS<br>BTP<br>POI    |

DIARY 2020 - 2021

Name of the Lecturer: S. Sarada Devi

| Topic Covered                                      | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| Types of Graphs - methods of collection of graphs  | Lecture             | 25                       | Zoom/PPT           | practical                  |         |
| Liabilities of an Auditor                          | "                   | 25                       | "                  | notes taken                |         |
| constitution of insurance market                   | Lecture             | 25                       | Zoom/PPT           | notes taken                |         |
| infrastructure facilities                          | "                   | 25                       | "                  | "                          |         |
| Commencement of audit - process                    | "                   | 26                       | "                  | "                          |         |
| Discharge of contracts                             | Lecture             | 25                       | Zoom/PPT           | notes taken                |         |
| histograms - construction                          | "                   | 25                       | "                  | practical                  |         |
| Role & function of MARRAD, Achievements            | "                   | 25                       | "                  | notes taken                |         |
| operation of insurance company -<br>false medicine | "                   | 24                       | "                  | "                          |         |

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Signature of the Department LC

Signature of the Principal

DECEMBER 2020 - 2021

Name of the Department / Subject: *Commerce*

Name of the Lecturer: *S. Sarada Devi*

| S.No. | Date     | Day       | Class & Medium | Period / Time  | Paper    | Theory/Practical |
|-------|----------|-----------|----------------|----------------|----------|------------------|
|       | 10/11/20 | Tuesday   | B.com(G) V     | 10-00 to 11-00 | Auditing | Theory           |
|       |          |           | B.com(A) III   | 12-00 to 1-00  | BS       | Practical        |
|       |          |           | B.com V        | 2-30 to 3-30   | BTP      | Theory           |
|       | 12/11/20 | Wednesday | B.com(A) III   | 10-00 to 11-00 | BS       | Practical        |
|       |          |           | B.com(G) V     | 12-00 to 1-00  | Auditing | Theory           |
|       |          |           | B.com(G)       | 2-30 to 3-30   | BTP      | "                |
|       |          |           | B.com V        | 3-30 to 4-30   | Blaw     | "                |
|       | 12/11/20 | Thursday  | B.com V        | 10-00 to 11-00 | Blaw     | "                |
|       |          |           | B.com(A) III   | 12-00 to 1-00  | BS       | Practical        |
|       |          |           | B.com(G) V     | 1-30 to 2-30   | Auditing | Theory           |
|       | 13/11/20 | Friday    | B.com(A) III   | 10-00 to 11-00 | BS       | Practical        |
|       |          |           | B.com(G) V     | 12-00 to 1-00  | Auditing | Theory           |
|       |          |           | B.com(V)       | 1-30 to 2-30   | ITC      | "                |
|       |          |           | B.com V        | 2-30 to 3-30   | Blaw     | "                |

| Topic Covered  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| Engagement letter                                      | Lecture             | 06                       | Zoom/PPT           | Notes taken                |         |
| Frequency polygon & curves                             | "                   | 05                       | "                  | Practical                  |         |
| SIDBI - Establishment, objectives                      | "                   | 05                       | "                  | Notes taken                |         |
| Cumulative frequency curves                            | Lecture             | 05                       | Zoom/PPT           | Practical                  |         |
| Audit program - Advantages, Disadvantages              | "                   | 04                       | "                  | Notes taken                |         |
| SIDBI - structure, functions                           | "                   | 04                       | "                  | "                          |         |
| Doctrine of supervening impossibility                  | "                   | 04                       | "                  | "                          |         |
| Breach of contract                                     | "                   | 04                       | "                  | "                          |         |
| Signs & median construction                            | "                   | 04                       | "                  | Practical                  |         |
| Audit notebook - contents                              | "                   | 06                       | "                  | Notes taken                |         |
| Measures of central tendency - objectives              | Lecture             | 04                       | Zoom/PPT           | Notes taken                |         |
| Objectives, advantages of sp/matters in Audit notebook | "                   | 06                       | "                  | "                          |         |
| Energy   | "                   | 04                       | "                  | "                          |         |
| Remedies for Breach of contract                        | "                   | 04                       | "                  | "                          |         |

*S. Sarada Devi*  
Signature of the Faculty Member

Signature of the Department IC

Signature of the Principal

# JANUARY 2020 - 2021

| Name of the Department / Subject: Commerce |         | Class & Medium  | Period / Time  | Paper    | Theory / Practical |
|--|---------|-----------------|----------------|----------|--------------------|
| S.No.                                      | Date    |                 |                |          |                    |
|  | 14/1/20 | Second Saturday |                |          |                    |
|  | 15/1/20 | Sunday          |                |          |                    |
|  | 16/1/20 | Monday          | 10-00 to 11-00 | B Law    | Theory             |
|  |         |                 | 12-00 to 1-00  | BS       | Practical          |
|  |         |                 | 1-30 to 2-30   | BTP      | Theory             |
|  |         |                 | 2-30 to 3-30   | POT      | "                  |
|  | 17/1/20 | Tuesday         | 10-00 to 11-00 | Auditing | "                  |
|  |         |                 | 12-00 to 1-00  | BS       | Practical          |
|  |         |                 | 2-30 to 3-30   | BTP      | Theory             |
|  | 18/1/20 | Wednesday       | 10-00 to 11-00 | BS       | Practical          |
|  |         |                 | 12-00 to 1-00  | Auditing | Theory             |
|  |         |                 | 2-30 to 3-30   | BTP      | "                  |
|  |         |                 | 3-30 to 4-30   | B Law    | "                  |

Name of the Lecturer: S. Saloda Devi

| Topic Covered                                    | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| performance of contract - types                  | Lecture             | 02                       | zoom/ppt           | notes taken                |         |
| importance - Central of Average                  | "                   | 04                       | "                  | "                          |         |
| development banks - Definition, features         | "                   | 04                       | "                  | "                          |         |
| Specialist insurance company - Fds of Policy     | "                   | 04                       | "                  | "                          |         |
| Audit working papers - events, also notes        | "                   | 06                       | "                  | "                          |         |
| Arithmetic mean - merits & limitations           | "                   | 04                       | "                  | "                          |         |
| ICRI - organization & functions                  | "                   | 04                       | "                  | "                          |         |
| calculation of mean - individual series          | Lecture             | 04                       | zoom/ppt           | problem solving            |         |
| contents, functions of Audit working papers      | "                   | 06                       | "                  | notes taken                |         |
| ICICI - sources of finance, objectives, features | "                   | 04                       | "                  | "                          |         |
| Essentials of Valid tender                       | "                   | 05                       | "                  | "                          |         |

  
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# JANUARY 2020 - 2021

of the Department / Subject : Commerce

| Date    | Day      | Class & Medium   | Period / Time    | Paper    | Theory    |  |
|---------|----------|------------------|------------------|----------|-----------|--|
| 17/1/20 | Thursday | B.com (A) V      | 10-00 to 11-00   | B Law    | Theory    |  |
|         |          | B.com (A) III    | 12-00 to 1-00    | BS       | practical |  |
|         |          | B.com (A) V      | 1-30 to 2-30     | Auditing | Theory    |  |
| 20/1/20 | Friday   | B.com (A) III    | 10-00 to 11-00   | BS       | practical |  |
|         |          | B.com (A) I      | 12-00 to 1-00    | Auditing | Theory    |  |
|         |          | B.com V          | 1-30 to 2-30     | I/E      | "         |  |
|         |          | B.com V          | 2-30 to 3-30     | B Law    | "         |  |
| 21/1/20 | Saturday | B.com (A) III    | 10-00 to 11-00   | POI      | "         |  |
|         |          | B.com V          | 11-00 to 12-00   | I/E      | "         |  |
|         |          | B.com (A) V      | 12-00 to 1-00    | Auditing | "         |  |
|         |          | B.com V          | 2-30 to 3-30     | BTP      | "         |  |
| 22/1/20 | Sunday   | <del>_____</del> |                  |          |           |  |
| 23/1/20 | Monday   | CL               | <del>_____</del> |          |           |  |

Name of the Lecturer : S. Saldada Devi

| Topic Covered                                    | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| Reciprocal promises - Rules                      | Lecture             | 25                       | Zoom/PPT           | notes taken                |         |
| Calculation of mean - Discrete series            | "                   | 25                       | "                  | practical                  |         |
| Audit file - Types                               | "                   | 26                       | "                  | "                          |         |
| Calculation of mean - continuous series problems | practical           | 25                       | Zoom/PPT           | practical                  |         |
| Routine checking - Audit Disadvantages           | practical           | 26                       | "                  | notes taken                |         |
| Power  | "                   | 25                       | "                  | "                          |         |
| Contract of sale - introduction                  | "                   | 24                       | "                  | "                          |         |
| Common & specific liens in life insurance        | "                   | 24                       | "                  | "                          |         |
| Therapy  | "                   | 24                       | "                  | "                          |         |
| Test checking - super checks, indirect           | "                   | 27                       | "                  | "                          |         |
| IASBI - finance, functions                       | "                   | 25                       | "                  | "                          |         |
| <del>_____</del>                                 |                     |                          |                    |                            |         |
| <del>_____</del>                                 |                     |                          |                    |                            |         |

Signature of the Faculty Member

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# JANUARY 2020 - 2021

| Name of the Department / Subject: <u>Commerce</u> |           |             | Period / Time  | Paper    | Theory    |
|---|-----------|-------------|----------------|----------|-----------|
| S.No.   | Date      | Day         | Class & Medium |          |           |
| 24/1/20   | Tuesday   | B.com(G)V   | 10-00 to 11-00 | Auditing | Theory    |
|   |           | B.com(A)III | 12-00 to 1-00  | BS       | Practical |
|   |           | B.com(G/A)V | 2-30 to 3-30   | BTP      | Theory    |
| 25/1/20   | Wednesday | B.com(A)III | 10-00 to 11-00 | BS       | Practical |
|   |           | B.com(G)V   | 12-00 to 1-00  | Auditing | Theory    |
|   |           | B.com-V     | 2-30 to 3-30   | BTP      | "         |
| 26/1/20   | Thursday  | B.com-V     | 10-00 to 11-00 | B.Law    | "         |
|   |           | B.com(A)III | 12-00 to 1-00  | BS       | Practical |
|   |           | B.com(G)V   | 1-30 to 2-30   | Auditing | Theory    |
| 27/1/20   | Friday    | B.com(A)III | 10-00 to 11-00 | BS       | Practical |
|   |           | B.com(G)V   | 12-00 to 1-00  | Auditing | Theory    |
|   |           | B.com(R)    | 2-30 to 3-30   | B.Law    | "         |
| 28/1/20   | Saturday  | B.com(A)III | 10-00 to 11-00 | P.O.I    | "         |
|   |           | B.com-V     | 11-00 to 12-00 | I/E      | "         |
|   |           | B.com(G)V   | 1-30 to 2-30   | Auditing | "         |

Name of the Lecturer: S. Saldada Devi

| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Audit report - types  | Lecture             | 06                       | Zoom/PPT           | Practical                  |         |
| Calculation of <sup>mean</sup> step-deviation method                              | problem solving     | 08                       | "                  | "                          |         |
| EXIM Bank - objectives & functions.   | Lecture             | 06                       | "                  | "                          |         |
| problems on mean calculation  | problem solving     | 10                       | Zoom/PPT           | Practical                  |         |
| contents of Audit report  | Lecture             | 05                       | "                  | "                          |         |
| National Housing Bank - objectives  | "                   | 10                       | "                  | "                          |         |
| Essentials of contract of sale  | "                   | 08                       | "                  | "                          |         |
| Problems on mean calculation  | problem solving     | 08                       | "                  | Practical                  |         |
| Audit reports, Audit Certificate  | Lecture             | 07                       | "                  | Practical                  |         |
| problems on mean calculation  | problem solving     | 10                       | "                  | Practical                  |         |
| Ethics in Auditing process  | Lecture             | 05                       | "                  | Practical                  |         |
| Sale vs Agreement to sell   | "                   | 10                       | "                  | "                          |         |
| Understanding <sup>customer</sup> - customer <sup>planner</sup> at purchase point | "                   | 08                       | "                  | "                          |         |
| Social responsibility   | "                   | 08                       | "                  | "                          |         |
| Audit meeting - importance  | "                   | 06                       | "                  | "                          |         |

  
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# JANUARY 2020 - 2021

| the Department / Subject : <u>Commerce</u> |           | Class & Medium | Period / Time           | Paper    | Theory/Practical |
|--|-----------|----------------|-------------------------|----------|------------------|
| Date                                       | Day       |                |                         |          |                  |
| 29/1/20                                    | Sunday    | B.com - V      | 2-30 to 3-30            | BTP      | Theory           |
| 30/1/20                                    | Monday    | B.com V        | 10-00 to 11-00          | BLaw     | Theory           |
|  |           | B.com(A) III   | 12-00 to 1-00           | BS       | Practical        |
|  |           |                | 1-30 to 2-30            | BTP      | Practical        |
|  |           | B.com(A) IV    | 2-30 to 3-30            | POI      | Theory           |
| 1/12/20                                    | Tuesday   |                | Aids Day                |          |                  |
|  |           |                | Staff meeting (I.O.B.C) |          |                  |
| 1/12/20                                    | wednesday | B.com(A) III   | 10-00 to 11-00          | BS       | Practical        |
|  |           | B.com(A) V     | 12-00 to 1-00           | Auditing | Theory           |
|  |           | B.com - V      | 2-30 to 3-30            | BTP      |                  |
|  |           | B.com - V      | 3-30 to 4-30            | BLaw     |                  |

| Name of the Lecturer : <u>S. Sarada Devi</u>                                  |                     |                          |                    |                            |         |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
| <u>Role of NABARD in Agricultural Development of Country</u>                  | Lecture             |                          | Zoom/PT            | Notes taken                |         |
| <u>Goods - types of Goods</u>   | Lecture             | 08                       | Zoom/PT            | Notes taken                |         |
| <u>calculation of mean - problems</u>   | problemsolving      | 10                       | "                  | practice                   |         |
| <u>Definition of Banker and customer</u>                                      | Lecture             | 12                       | "                  | notes taken                |         |
| <u>customer Behaviour when claim occurs - importance of ethical Behaviour</u> | "                   | 10                       | "                  | "                          |         |
|   |                     |                          |                    |                            |         |
| <u>Calculation of mean - problems</u>   | problemsolving      | 12                       | Zoom/PT            | practice                   |         |
| <u>Internal control - meaning &amp; framework</u>                             | Lecture             | 05                       | "                  | notes taken                |         |
| <u>Relationship between Banker &amp; customer</u>                             | "                   | 10                       | "                  | "                          |         |
| <u>Transfer of ownership - rules</u>  | "                   | 08                       | "                  | "                          |         |

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M.K.R. Govt. Degree College  
Signature of the Principal  
DEVARAKONDA, NALGONDA DIST.

# TEACHING DIARY 2020 - 2021

| Department / Subject : <i>Commerce</i> |                 | Class & Medium                                   | Period / Time  | Paper           | Theory / Practical | Name of the Lecturer : <i>P. Saralada Devi</i>   |                        |                          |                    |                            |         |
|--|-----------------|--|--|-----------------|--------------------|--|------------------------|--------------------------|--------------------|----------------------------|---------|
| Date                                   | Day             |  |  |                 |                    | Topic Covered                                    | Methodology Adopted    | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
| <i>12/20</i>                           | <i>Thursday</i> | <i>B.com (IV)</i>                                | <i>10-00 to 11-00</i>                                    | <i>B Law</i>    | <i>theory</i>      | <i>transfer of title by non-owners</i>           | <i>Lecture</i>         | <i>10</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |
|  |                 | <i>B.com (A) (III)</i>                           | <i>12-00 to 1-00</i>                                     | <i>BS</i>       | <i>practical</i>   | <i>calculator of missing frequencies - mean</i>  | <i>problem solving</i> | <i>09</i>                | <i>"</i>           | <i>practical</i>           |         |
|  |                 | <i>B.com (4) (V)</i>                             | <i>1-30 to 2-30</i>                                      | <i>Auditing</i> | <i>theory</i>      | <i>steps to evaluate internal control system</i> | <i>Lecture</i>         | <i>05</i>                | <i>"</i>           | <i>notes taken</i>         |         |
| <i>13/20</i>                           | <i>Friday</i>   |  | <i>Answers preparation on 17 Ad &amp; 18 Qs of youth</i> |                 |                    |  |                        |                          |                    |                            |         |
|  |                 | <i>B.com (V)</i>                                 | <i>2-30 to 3-30</i>                                      | <i>Shaw</i>     | <i>theory</i>      | <i>unpaid seller - rights of unpaid seller</i>   | <i>Lecture</i>         | <i>10</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |
| <i>12/20</i>                           | <i>Saturday</i> | <i>B.com (III)</i>                               | <i>11-00 to 12-00</i>                                    | <i>POI</i>      | <i>theory</i>      | <i>principles of insurance -</i>                 | <i>Lecture</i>         | <i>12</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |
|  |                 | <i>B.com (V)</i>                                 | <i>1-30 to 2-30</i>                                      | <i>B Law</i>    |                    | <i>case laws in sale of goods Act</i>            | <i>Discussion</i>      | <i>13</i>                | <i>Zoom/PPT</i>    | <i>discussion</i>          |         |
|  |                 | <i>participated in seminar of Dept of Rotary</i> |  |                 |                    | <i>"World Soil Day"</i>                          |                        |                          |                    |                            |         |
| <i>12/20</i>                           | <i>Sunday</i>   |  |  |                 |                    |  |                        |                          |                    |                            |         |
| <i>12/20</i>                           | <i>Monday</i>   | <i>B.com (III)</i>                               | <i>1-30 to 2-30</i>                                      | <i>POI</i>      | <i>theory</i>      | <i>life insurance products</i>                   | <i>Lecture</i>         | <i>10</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |

*[Signature]*  
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Signature of the Principal

Name of the Department / Subject : Commerce

Name of the Lecturer : S. Sarada Devi

| No. | Date     | Day             | Class & Medium | Period / Time                           | Paper    | Theory / Practical | Topic Covered                            | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|-----|----------|-----------------|----------------|---|----------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|---------|
|     | 8/12/20  | Tuesday         | B.Com(4)II     | 10-00 to 11-00                          | Auditing | Theory             | objectives of internal control           | Lecture             | 02                       | ZOOM/PPT           | notes taken                |         |
|     |          |                 | B.Com(4)I      | 11-00 to 12-00                          | BOM      | "                  | Introduction of the subject - syllabus   | "                   | 10                       | "                  | "                          |         |
|     |          |                 | B.Com(4)III    | 12-00 to 1-00                           | BS       | Practical          | Weighted arithmetic mean                 | problem solving     | 08                       | "                  | practice                   |         |
|     | 9/12/20  | Wednesday       | B.Com(4)III    | 10-00 to 11-00                          | BS       | "                  | combined Arithmetic mean                 | "                   | 08                       | "                  | "                          |         |
|     |          |                 | B.Com(4)I      | 11-00 to 12-00                          | BOM      | Theory             | concept of Business, characteristics     | Lecture             | 021                      | "                  | discussion                 |         |
|     |          |                 | B.Com(4)II     | 12-00 to 1-00                           | Auditing | "                  | types of internal controls - limitations | "                   | 04                       | "                  | "                          |         |
|     |          |                 | B.Com - V      | 2-30 to 3-30                            | BTP      | "                  | General Relationship b/w Bank & Govt     | "                   | 05                       | "                  | "                          |         |
|     | 10/12/20 | Thursday        |                | International Hur on 9th day (10/12/20) |          |                    |  |                     |                          |                    |                            |         |
|     | 11/12/20 | Friday          | B.Com(4)III    | 10-00 to 11-00                          | BS       | Practical          | Median - merits - Demerits - uses        | problem solving     | 05                       | ZOOM/PPT           | Practical                  |         |
|     |          |                 | B.Com(4)I      | 11-00 to 12-00                          | BOM      | Theory             | concept of industry - Types of industry  | Lecture             | 02                       | "                  | notes taken                |         |
|     |          |                 | B.Com(4)II     | 12-00 to 1-00                           | Auditing | "                  | internal check - importance              | "                   | 05                       | "                  | "                          |         |
|     |          |                 | B.Com(4)IV     | 2-30 to 3-30                            | B.Law    | "                  | Conditions and warranties                | "                   | 10                       | "                  | "                          |         |
|     | 12/12/20 | Second Saturday |                |   |          |                    |  |                     |                          |                    |                            |         |
|     | 13/12/20 | Sunday          |                |   |          |                    |  |                     |                          |                    |                            |         |

  
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| Name of the Department / Subject : <i>commerce</i> |          |           | Class & Medium | Period / Time                                       | Paper                         | Theory / Practical |
|--|----------|-----------|----------------|---|-------------------------------|--------------------|
| S.No.  | Date     | Day       |                |   |                               |                    |
|  | 14/12/20 | Monday    | B.Com(A)I      | 11-10 to 12-10<br><i>exams for III &amp; IV sem</i> | BOM                           | Theory             |
|  | 15/12/20 | Tuesday   | B.Com(A)I      | 11-10 to 12-10                                      | BOM                           | Theory             |
|  | 16/12/20 | wednesday | =              | 10-10 to 12-10<br>2-10 to 4-10                      | } <i>Invigilation duties.</i> |                    |
|  | 17/12/20 | Thursday  | B.Com(A)I      | 11-10 to 12-10                                      | BOM                           | Theory             |

| Name of the Lecturer : <i>S. Salada Devi</i> |                                 |                          |                    |                            |         |
|--|---------------------------------|--------------------------|--------------------|----------------------------|---------|
| Topic Covered                                | Methodology Adopted             | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
| <i>concept of commerce - characteristics</i> | <i>Lecture</i>                  | <i>12</i>                | <i>Zoom/PT</i>     | <i>Discussion</i>          |         |
| <i>Trade - Hindrances to Trade</i>           | <i>Lecture</i>                  | <i>10</i>                | <i>Zoom/PT</i>     | <i>Notes taken</i>         |         |
|  |                                 |                          |                    |                            |         |
|  |                                 |                          |                    |                            |         |
|  |                                 |                          |                    |                            |         |
| <i>objectives of Business</i>                | <i>Lecture &amp; Discussion</i> | <i>10</i>                | <i>Zoom/PT</i>     | <i>notes taken</i>         |         |
|  |                                 |                          |                    |                            |         |
|  |                                 |                          |                    |                            |         |

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DECEMBER 2020 - 2021

| Name of the Department / Subject: <i>Commerce</i> |          | Class & Medium | Period / Time                  | Paper | Theory / Practical |
|---|----------|----------------|--------------------------------|-------|--------------------|
| S.No.   | Date     | Day            |                                |       |                    |
|   | 12/12/20 | Friday         | 10-11 to 11-12<br>2-12 to 4-00 |       | Practical          |
|   | 19/12/20 | Saturday       | 1-30 to 2-30                   | BOM   | Theory             |
|   | 20/12/20 | Sunday         |                                |       |                    |
|   | 21/12/20 | Monday         | 10-00 to 12-00<br>2-00 to 4-00 |       | Practical          |

Name of the Lecturer: *P. Salinda Devi*

| Topic Covered                  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--------------------------------|---------------------|--------------------------|--------------------|----------------------------|---------|
|                                |                     |                          |                    |                            |         |
| <i>Functions of Business -</i> | <i>Lecture</i>      | <i>12</i>                | <i>2.00 PM</i>     | <i>Notes taken</i>         |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |
|                                |                     |                          |                    |                            |         |

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DECEMBER 2020 - 2021

| Name of the Department |          | Subject   |          | Class & Medium | Period / Time  | Paper | Theory |
|------------------------|----------|-----------|----------|----------------|----------------|-------|--------|
| S.No.                  | Date     | Day       |          |                |                |       |        |
|                        | 22/12/20 | Tuesday   |          | B.Com(A)I      | 11-10 to 12-00 | BOM   | Ther   |
|                        | 23/12/20 | Wednesday |          | B.Com(A)I      | 11-10 to 12-00 | BOM   | Ther   |
| 24/12/20               | 25/12/20 | 26/12/20  | 27/12/20 |                |                |       |        |
|                        | 28/12/20 | Monday    |          | B.Com(V)       | 10-10 to 11-10 | B.Law | Ther   |
|                        |          |           |          | B.Com(A)I      | 11-10 to 12-10 | BOM   | Ther   |
|                        |          |           |          | B.Com(A)III    | 12-10 to 1-00  | BS    | Prac   |

| Name of the Lecturer: S. S. Salada                     |                      |                          |                    |  |         |
|--|----------------------|--------------------------|--------------------|--|---------|
| Topic Covered  | Methodology Adopted  | No. of Students attended | Teaching Aids used | Student Activity conducted                                 | Remarks |
| Corporate Social Responsibility Areas of CSR           | Discussion & Lecture | 10                       | Zoom/PTT           | CSR Activities of various companies listed out by students |         |
| Business organization - forms of Business organization | Lecture              | 12                       | Zoom/PTT           | not taken  |         |
| Christmas holidays                                     |                      |                          |                    |  |         |
| Doctrine of Corporate Veil                             | Lecture              | 10                       | Zoom/PTT           | Notes taken  |         |
| Discussion on CSR Activities                           | Discussion           | 12                       | "                  | Discussion   |         |
| medium - individual series                             | problem solving      | 12                       | "                  | practice   |         |

  
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| Date     | Day       | Class & Medium | Period / Time  | Paper    |
|----------|-----------|----------------|----------------|----------|
|          |           | B.Com (V)      | 1-30 to 2-30   | BTP      |
|          |           | B.Com (CA) III | 2-30 to 3-30   | POT      |
| 29/12/20 | Tuesday   | B.Com (G) V    | 10-00 to 11-00 | Auditing |
|          |           | B.Com (CA) I   | 11-00 to 12-00 | BOM      |
|          |           | B.Com (CA) III | 12-00 to 1-00  | BS       |
|          |           | B.Com (V)      | 2-30 to 3-30   | BTP      |
| 30/12/20 | Wednesday | B.Com (CA) III | 10-00 to 11-00 | BS       |
|          |           | B.Com (CA) I   | 11-00 to 12-00 | BOM      |
|          |           | B.Com (G) V    | 12-00 to 1-00  | Auditing |
|          |           | B.Com (G) V    | 2-30 to 3-30   | BTP      |
| 31/12/20 | Thursday  | B.Com (V)      | 10-00 to 11-00 | B.Law    |
|          |           | B.Com (CA) I   | 11-00 to 12-00 | BOM      |
|          |           | B.Com (CA) III | 12-00 to 1-00  | BS       |
|          |           | B.Com (G) V    | 1-30 to 2-30   | Auditing |

JANUARY 2020 - 2021

Name of the Lecturer: S. Sarda Devi

| Topic Covered   | Methodology adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Special relationship between various financial institutions | Lecture             | 05                       | 20/11/20           | participation              |         |
| Various products  | "                   | 05                       | "                  | "                          |         |
| Advantages & limitations of interlocking                    | "                   | 06                       | "                  | "                          |         |
| Factors influencing form of organization                    | "                   | 05                       | "                  | "                          |         |
| Median - discrete series                                    | pp/Boarding         | 05                       | "                  | practice                   |         |
| Special features of Banks & contemporary                    | Lecture             | 05                       | "                  | video lecture              |         |
| Median - continuous series                                  | pp/Boarding         | 05                       | "                  | practice                   |         |
| Co-ownership - features                                     | recursion           | 05                       | "                  | video lecture              |         |
| Internal check - wages, cash sales, purchase                | Lecture             | 02                       | "                  | video lecture              |         |
| Rights of the banker  | Lecture             | 02                       | "                  | video lecture              |         |
| Auction sale - Rules  | "                   | 02                       | "                  | "                          |         |
| Advantages & Disadvantages of skeleton                      | "                   | 03                       | "                  | "                          |         |
| Quotables - calculation                                     | pp/Boarding         | 02                       | "                  | practice                   |         |
| Internal Audit - objectives                                 | Lecture             | 05                       | "                  | video lecture              |         |

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Signature of the Principal  
DEVARAKONDA, TOLLUNA DIST.

| Name of the Department / Subject: <i>Commerce</i> |                 | Class & Medium            | Period / Time         | Paper           | Theory        |
|---|-----------------|---------------------------|-----------------------|-----------------|---------------|
| <i>1/1/21</i>                                     | <i>Friday</i>   | <i>"New year Holiday"</i> |                       |                 |               |
| <i>2/1/21</i>                                     | <i>Saturday</i> | <i>B.Com (CA) III</i>     | <i>10-00 to 11-00</i> | <i>POJ</i>      | <i>Theory</i> |
|   |                 | <i>B.Com (V)</i>          | <i>11-00 to 12-00</i> | <i>I/C</i>      | <i>"</i>      |
|   |                 | <i>B.Com (A) II</i>       | <i>12-00 to 1-00</i>  | <i>Auditing</i> | <i>"</i>      |
|   |                 | <i>B.Com (V)</i>          | <i>2-30 to 3-30</i>   | <i>STP</i>      | <i>"</i>      |
| <i>3/1/21</i>                                     | <i>Sunday</i>   |                           |                       |                 |               |
| <i>4/1/21</i>                                     | <i>Monday</i>   | <i>B.Com - V</i>          | <i>10-00 to 11-00</i> | <i>B.Law</i>    | <i>Theory</i> |
|   |                 | <i>B.Com (CA) I</i>       | <i>11-00 to 12-00</i> | <i>ROM</i>      | <i>"</i>      |
|   |                 | <i>B.Com (A) VII</i>      | <i>12-00 to 1-00</i>  | <i>BS</i>       | <i>Pract</i>  |
|   |                 | <i>B.Com - V</i>          | <i>1-30 to 2-30</i>   | <i>BTP</i>      | <i>Theory</i> |
| <i>1/1/21</i>                                     | <i>Tuesday</i>  | <i>B.Com (A) V</i>        | <i>10-00 to 11-00</i> | <i>Auditing</i> | <i>"</i>      |
|   |                 | <i>B.Com (CA) I</i>       | <i>11-00 to 12-00</i> | <i>ROM</i>      | <i>"</i>      |
|   |                 | <i>B.Com (A) III</i>      | <i>12-00 to 1-00</i>  | <i>BS</i>       | <i>Pract</i>  |
|   |                 | <i>B.Com - V</i>          | <i>1-30 to 2-30</i>   | <i>BTP</i>      | <i>Theory</i> |

# JANUARY 2020 - 2021

Name of the Lecturer: *P. Sarada Devi*

| Topic Covered   | Methodology Adopted    | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|------------------------|--------------------------|--------------------|----------------------------|---------|
|   |                        |                          |                    |                            |         |
| <i>General insurance products</i>                       | <i>Lecture</i>         | <i>12</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |
| <i>Liberalisation:</i>                                  | <i>Discussion</i>      | <i>10</i>                | <i>"</i>           | <i>Discussion</i>          |         |
| <i>Advantages &amp; disadvantages of internal audit</i> | <i>"</i>               | <i>05</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Types of a bank</i>                                  | <i>Lecture</i>         | <i>12</i>                | <i>"</i>           | <i>"</i>                   |         |
|   |                        |                          |                    |                            |         |
| <i>Consumer protection Act - Definitions</i>            | <i>Lecture</i>         | <i>12</i>                | <i>Zoom/PPT</i>    | <i>notes taken</i>         |         |
| <i>partnership - characteristics</i>                    | <i>"</i>               | <i>10</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Quotient - calculation</i>                           | <i>problem solving</i> | <i>10</i>                | <i>"</i>           | <i>practice</i>            |         |
| <i>Opening Accounts - Different types of Partners</i>   | <i>Lecture</i>         | <i>10</i>                | <i>"</i>           | <i>notes taken</i>         |         |
| <i>Internal check vs Internal Audit</i>                 | <i>"</i>               | <i>05</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>Advantages &amp; Disadvantages of partnership</i>    | <i>"</i>               | <i>06</i>                | <i>"</i>           | <i>"</i>                   |         |
| <i>calculation of median &amp; Quotient</i>             | <i>problem solving</i> | <i>07</i>                | <i>"</i>           | <i>practice</i>            |         |
| <i>Accounts of minor - essential requirements</i>       | <i>Lecture</i>         | <i>06</i>                | <i>"</i>           | <i>notes taken</i>         |         |

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| Name of the Department / Subject : Commerce |                 | Class & Medium   | Period / Time  | Paper    | Theory    |
|---|-----------------|------------------|----------------|----------|-----------|
| 6/6/21                                      | Wednesday       | B.Com (A) III    | 10-00 to 11-00 | BS       | Practical |
|   |                 | B.Com (CA) I     | 11-00 to 12-00 | ROM      |           |
|   |                 | B.Com (G) IV     | 1-30 to 2-30   | Auditing |           |
|   |                 | B.Com (U) (A) IV | 2-30 to 3-30   | B.T.P    |           |
| 7/6/21                                      | Thursday        | B.Com - V        | 10-00 to 11-00 | B.Law    | Practical |
|   |                 | B.Com (CA) I     | 11-00 to 12-00 | BOM      |           |
|   |                 | B.Com (CA) III   | 12-00 to 1-00  | BS       |           |
|   |                 | B.Com (G) IV     | 1-30 to 2-30   | Auditing |           |
| 8/6/21                                      | Friday          | B.Com (A) III    | 10-00 to 11-00 | BS       | Practical |
|   |                 | B.Com (CA) I     | 11-00 to 12-00 | BOM      |           |
|   |                 | B.Com (G) IV     | 12-00 to 1-00  | Auditing |           |
|   |                 | B.Com (V)        | 2-30 to 3-30   | B.Law    |           |
| 9/6/21                                      | Second Saturday |                  |                |          |           |
| 10/6/21                                     | Sunday          |                  |                |          |           |

# JULY 2020 - 2021

Name of the Lecturer : S. Salonda Devi

| Topic Covered                             | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Mode - merits, demerits, uses             | problem solving     | 05                       | ZOOM/PPT           | practice                   |         |
| Kind of partners                          | lecture             | 15                       | "                  | notes taken                |         |
| Internal vs external audit                | "                   | 05                       | "                  | "                          |         |
| Accounted malpractices, sources & clubs   | "                   | 12                       | "                  | "                          |         |
| Consumer protection councils              | "                   | 10                       | "                  | "                          |         |
| Partnership Deed                          | "                   | 10                       | "                  | "                          |         |
| Calculation of mode - individual & series | problem solving     | 08                       | "                  | practice                   |         |
| Vouching - meaning & definitions          | lecture             | 04                       | "                  | not taken                  |         |
| Control series - mode calculation         | problem solving     | 05                       | "                  | practice                   |         |
| Limited liability partnership             | lecture             | 10                       | "                  | not taken                  |         |
| Objectives of Vouching - purposes         | "                   | 05                       | "                  | "                          |         |
| District forum                            | "                   | 10                       | "                  | "                          |         |

Signature of the Faculty Member

Signature of the Department Head

PRINCIPAL  
M.K.R. Govt. Degree College  
Signature of the Principal

| S.No.   | Date    | Day       | Class & Medium                   | Period / Time  | Paper    |
|---|---------|-----------|----------------------------------|----------------|----------|
| Name of the Department / Subject: <u>Commerce</u> |         |           |                                  |                |          |
|   | 11/1/21 | Monday    | B.Com(4/A) V                     | 10-00 to 11-00 | B.Law    |
|   |         |           | B.Com(CA) I                      | 11-00 to 12-00 | B.Com    |
|   |         |           | B.Com(A) III                     | 12-00 to 1-00  | B.S      |
|   |         |           | B.Com(V)                         | 2-30 to 3-30   | B.T.P    |
|   | 12/1/21 | Tuesday   | B.Com(V)                         | 10-00 to 11-00 | Auditing |
|   |         |           | B.Com(CA) I                      | 11-00 to 12-00 | B.Com    |
|   |         |           | B.Com(A) III                     | 12-00 to 1-00  | B.S      |
|   |         |           |                                  | 2-30 to 3-30   | B.T.P    |
|   | 13/1/21 | Wednesday | Sankranti Holidays<br>OH: Kanara |                |          |
|   | 14/1/21 | Thursday  |                                  |                |          |
|   | 15/1/21 | Friday    |                                  |                |          |
|   | 16/1/21 | Saturday  | B.Com(A) III                     | 10-00 to 11-00 | POI      |
|   |         |           | B.Com V                          | 11-00 to 12-00 | IIE      |
|   |         |           | B.Com(4) V                       | 12-00 to 1-00  | Auditing |
|   |         |           | B.Com(V)                         | 2-30 to 3-30   | B.T.P    |

# JANUARY 2020 - 2021

| Name of the Lecturer: <u>S. Sabada Devi</u> |                 | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|-----------------|---------------------|--------------------------|--------------------|----------------------------|---------|
| Topic Covered                               |                 |                     |                          |                    |                            |         |
| procedure to file a complaint               | demonstration   | 06                  | Zoom/PPT                 | practice           |                            |         |
| sole proprietorship Vs partnership          | Lecture         | 07                  | "                        | Discussion         |                            |         |
| calculation of mode - problems              | problemsolving  | 08                  | "                        | practice           |                            |         |
| Accounts of partnership firms               | problem solving | 06                  | "                        | "                  |                            |         |
| importance & principles of voucher          | Lecture         | 03                  | "                        | notes taken        |                            |         |
| Hindu undivided family - features           | "               | 06                  | "                        | "                  |                            |         |
| calculation of mode - problems              | problemsolving  | 07                  | "                        | notes taken        |                            |         |
| Accounts of co-operative & pvt companies    | Lecture         | 08                  | "                        | notes taken        |                            |         |
|   |                 |                     |                          |                    |                            |         |
|   |                 |                     |                          |                    |                            |         |
|   |                 |                     |                          |                    |                            |         |
|   |                 |                     |                          |                    |                            |         |
| main insurance products                     | Lecture         | 06                  | Zoom/PPT                 | notes taken        |                            |         |
| privatization                               | discussion      | 07                  | "                        | Discussion         |                            |         |
| Balance checking Vs vouching                | Lecture         | 05                  | "                        | notes taken        |                            |         |
| KYC norms - Guidelines                      | Lecture         | 05                  | "                        | Discussion         |                            |         |

  
Signature of the Faculty Member

Signature of the Department

Signature of the Principal



# JANUARY 2020 - 2021

| Name of the Department / Subject: Commerce |         | Period / Time | Paper          |
|--|---------|---------------|----------------|
| S.No.                                      | Date    | Day           | Class & Medium |
|  | 21/1/21 | Thursday      | B.Com V        |
|  |         |               | B.Com (A) I    |
|  |         |               | B.Com (A) II   |
|  |         |               | B.Com (A) V    |
|  | 22/1/21 | Friday        | B.Com (A) III  |
|  |         |               | B.Com (A) I    |
|  |         |               | B.Com (A) V    |
|  |         |               | B.Com (A) V    |
|  | 23/1/21 | Saturday      | B.Com (A) III  |
|  |         |               | B.Com - V      |
|  |         |               | B.Com (A) V    |
|  |         |               | B.Com (A) V    |
|  | 24/1/21 | Sunday        |                |

Name of the Lecturer: S. Salonda Das

| Topic Covered                                       | Methodology Adopted | No. of Students Attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| National Commission - Appeals                       | Lecture             | 05                       | 2000/PT            | Notes taken                |         |
| co-operative society - characteristics              | "                   | 05                       | "                  | "                          |         |
| calculation of mean in binned series                | problems            | 06                       | "                  | notes taken                |         |
| contents of voucher                                 | Lecture             | 03                       | "                  | "                          |         |
| Geometric mean - problems                           | problems            | 10                       | "                  | practice                   |         |
| Advantages & Disadvantages of co-operative society  | Lecture             | 03                       | "                  | notes taken                |         |
| Vouching of cash book                               | "                   | 10                       | "                  | "                          |         |
| products concerning foreign losses due to Accidents | Lecture             | 10                       | "                  | notes taken                |         |
| Globalization                                       | Lecture             | 10                       | "                  | discussion                 |         |
| Vouching of purchases book                          | "                   | 03                       | "                  | "                          |         |
| Classification of negotiable instruments            | "                   | 9                        | "                  | Notes taken                |         |

Signature of the Faculty Member

Signature of the Department

Signature of the Principal

# JANUARY 2020 - 2021

| Name of the Department / Subject: <u>Commerce</u> |         | Class & Medium | Period / Time  | Paper    |
|---|---------|----------------|----------------|----------|
| S.No.   | Date    | Day            |                |          |
|   | 25/1/21 | Monday         | 10-00 to 11-00 | B.Law    |
|   |         |                | 11-00 to 12-00 | B.Com    |
|   |         |                | 12-00 to 1-00  | BS       |
|   |         |                | 2-30 to 3-30   | BTP      |
|   | 26/1/21 | Tuesday        | Republic Day   |          |
|   |         |                | 10-00 to 11-00 | BS       |
|   | 27/1/21 | Wednesday      | 11-00 to 12-00 | B.Com    |
|   |         |                | 2-30 to 3-30   | BTP      |
|   |         |                | 3-30 to 4-30   | B.Law    |
|   | 28/1/21 | Thursday       | 10-00 to 11-00 | B.Law    |
|   |         |                | 11-00 to 12-00 | B.Com    |
|   |         |                | 12-00 to 1-00  | BS       |
|   |         |                | 1-30 to 2-30   | Auditory |

| Name of the Lecturer: <u>S. Sarada Devi</u> |  | Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|--|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|   |  | Trade marks - Definition  | Lecture             | 15                       | Zoom/PPT           | discussion                 |         |
|   |  | types of co-operative societies   | Lecture             | 15                       | "                  | notes taken                |         |
|   |  | problems on 'traumatic near'  | problem solving     | 15                       | "                  | practice                   |         |
|   |  | types of negotiable instruments - <sup>articles</sup> <del>articles</del> | Lecture             | 15                       | "                  | notes taken                |         |
|   |  | problems on 'traumatic near'  | problem solving     | 15                       | Zoom/PPT           | practice                   |         |
|   |  | co-operative society vs partnership                                       | Lecture             | 15                       | "                  | notes taken                |         |
|   |  | essential features of negotiable instruments                              | "                   | 16                       | "                  | "                          |         |
|   |  | Procedure for Registration of Trademarks                                  | "                   | 16                       | "                  | "                          |         |
|   |  | patents - Definition - kinds of patents                                   | Lecture             | 17                       | Zoom/PPT           | notes taken                |         |
|   |  | HUF vs sole proprietorship  | "                   | 17                       | "                  | "                          |         |
|   |  | problems on 'traumatic near'  | problem solving     | 16                       | "                  | practice                   |         |
|   |  | vouching of sales & sales return book                                     | Lecture             | 06                       | "                  | notes taken                |         |

  
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# JANUARY 2020 - 2021

Name of the Lecturer: P. Sarada Devi

| Name of the Department / Subject: Commerce |         | Class & Medium                                      | Period / Time  | Paper      |
|--|---------|---|----------------|------------|
| S.No.                                      | Date    |   |                |            |
|  | 29/1/21 | B.Com(A)II  | 10-00 to 11-00 | BS         |
|  |         | B.Com(CA)I  | 11-00 to 12-00 | Bom        |
|  |         | B.Com(A)II  | 12-00 to 1-00  | Accounting |
|  |         | B.Com(V)  | 2-30 to 3-30   | B.Law      |
|  | 30/1/21 | Retirement function of skip. yedunt (FAC) principal |                |            |
|  | 31/1/21 | Sunday  |                |            |

| Topic Covered                                 | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| problems on Harmonic mean.                    | problem solving     | 15                       | Zoom/ ppt          | practice                   |         |
| Vouching B/L, B/P & other ledgers books       | Lecture             | 15                       | "                  | note taking                |         |
| partnership vs LLP                            | "                   | 05                       | "                  | "                          |         |
| Transfer of patent rights - Right of priority | "                   | 10                       | "                  | "                          |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
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JANUARY 2020 - 2021

Name of the Department / Subject: *Commerce* (Off line classes)

| S.No. | Date   | Day       | Class & Medium | Period / Time  | Paper    |
|-------|--------|-----------|----------------|----------------|----------|
|       | 1/2/21 | Monday    | B.com(V)       | 10-00 to 11-00 | B Law    |
|       |        |           | B.com(A) I     | 11-00 to 12-00 | BOM      |
|       |        |           | B.com(A) III   | 12-00 to 1-00  | BS       |
|       |        |           | B.com(V)       | 1-30 to 2-30   | BTP      |
|       |        |           | B.com(A) III   | 2-30 to 3-30   | PD1      |
|       | 2/2/21 | Tuesday   | B.com(A) IV    | 10-00 to 11-00 | Auditing |
|       |        |           | B.com(A) I     | 11-00 to 12-00 | BOM      |
|       |        |           | B.com(A) III   | 12-00 to 1-00  | BS       |
|       |        |           | B.com(A) IV    | 2-30 to 3-30   | BTP      |
|       | 3/2/21 | Wednesday | B.com(A) III   | 10-00 to 11-00 | BS       |
|       |        |           | B.com(A) I     | 11-00 to 12-00 | BOM      |
|       |        |           | B.com(A) IV    | 12-00 to 1-00  | Auditing |
|       |        |           | B.com(V)       | 1-30 to 2-30   | BTP      |
|       |        |           | B.com(V)       | 2-30 to 3-30   | B Law    |
|       | 4/2/21 | Thursday  | B.com(V)       | 10-00 to 11-00 | B Law    |
|       |        |           | B.com(A) I     | 11-00 to 12-00 | BOM      |

Name of the Lecturer: *P. Saldana Devi*

| Topic Covered                                       | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Copy rights - Definition                            | Lecture             | 15                       | Blackboard         | Notes taken                |         |
| Joint stock company - characteristics               | "                   | 15                       | "                  | "                          |         |
| Range - Co-efficient of Range - problems            | problem solving     | 14                       | "                  | practice                   |         |
| Duties & responsibilities of collecting agent       | Lecture             | 13                       | "                  | notes taken                |         |
| Financial losses due to Hospitalization             | "                   | 13                       | "                  | "                          |         |
| Ludibg in an end cap environment                    | "                   | 03                       | "                  | "                          |         |
| Advantages of company                               | "                   | 14                       | "                  | "                          |         |
| Quartile deviation - problems                       | problem solving     | 14                       | "                  | practice                   |         |
| Duties & responsibilities of paying banker          | Lecture             | 15                       | "                  | notes taken                |         |
| Quartile deviation - problems                       | problem solving     | 15                       | "                  | practice                   |         |
| Disadvantages of company                            | Lecture             | 13                       | "                  | notes taken                |         |
| Meaning & Definition of verification                | "                   | 03                       | "                  | "                          |         |
| Degree - definition - process of degree             | "                   | 13                       | "                  | "                          |         |
| Essential conditions for copy right to be protected | "                   | 14                       | "                  | "                          |         |
| Rights of copy right owners                         | "                   | 14                       | "                  | "                          |         |
| Kinds of companies                                  | "                   | 15                       | "                  | "                          |         |

*[Signature]*  
Signature of the Faculty Member

Signature of the Department

*[Signature]*  
Signature of the Principal  
M.K.R. College  
DEVARAKONDA, HILLTOP DIST.

| Name of the Department / Subject: <i>Commerce</i> |         | Class & Medium | Period / Time | Paper          |          |
|---|---------|----------------|---------------|----------------|----------|
| S.No.   | Date    |                |               |                |          |
|   | 5/12/21 | Friday         | B.com(A)III   | 12-00 to 1-00  | BS       |
|   |         |                | B.com(A)IV    | 1-30 to 2-30   | Auditing |
|   |         |                | B.com(A)II    | 10-00 to 11-00 | BS       |
|   |         |                | B.com(A)I     | 11-00 to 12-00 | Bam      |
|   |         |                | B.com(A)V     | 12-00 to 1-00  | Auditing |
|   | 6/12/21 | Saturday       | B.com-V       | 1-30 to 2-30   | T/G      |
|   |         |                | B.com(A)III   | 10-00 to 11-00 | POI      |
|   |         |                | B.com(A)IV    | 11-00 to 12-00 | Auditing |
|   | 7/12/21 | Sunday         | B.com(C)      | 1-30 to 2-30   | BTP      |
|   |         |                |               |                |          |
|   | 8/12/21 | Monday         | B.com(V)      | 10-00 to 11-00 | B Law    |
|   |         |                | B.com(A)I     | 11-00 to 12-00 | Bam      |
|   |         |                | B.com(A)II    | 12-00 to 1-00  | BS       |
|   |         |                | B.com(V)      | 1-30 to 2-30   | BTP      |

# ARY 2020 - 2021

of the Lecturer: *S. Sabarida Devi*

| Topic Covered                                     | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| mean deviation - problems                         | problem solving     | 20                       | Black board        | practice                   |         |
| Advantages & techniques of verification.          | Lecture             | 02                       | "                  | notes taken                |         |
| mean deviation - discrete series                  | problem solving     | 12                       | "                  | practice                   |         |
| partnership vs company.                           | Lecture             | 12                       | "                  | discussion                 |         |
| classification of assets & liabilities objectives | "                   | 02                       | "                  | "                          |         |
| Poverty   | "                   | 15                       | "                  | notes taken                |         |
| Problems concerning miscellaneous assets          | "                   | 15                       | "                  | "                          |         |
| Problems in the Valuation of Assets               | "                   | 06                       | "                  | "                          |         |
| Types of cheques - features                       | "                   | 10                       | "                  | "                          |         |
| <hr/>   |                     |                          |                    |                            |         |
| Terms of copy right - Infringement                | Lecture             | 12                       | Black board        | notes taken                |         |
| Formation of company - stages                     | "                   | 12                       | "                  | "                          |         |
| continuous series - mean deviation.               | problem solving     | 15                       | "                  | practice                   |         |
| Essential features of a cheque.                   | Lecture             | 14                       | "                  | notes taken                |         |

*[Signature]*  
Signature of the Faculty Member

Signature of the Department

Signature of the Principal



# JANUARY 2020 - 2021

Name of the Lecturer: S. Sarada Devi

| S.No. | Date    | Day       | Name of the Department / Subject | Class & Medium           | Period / Time  | Paper                                      |
|-------|---------|-----------|----------------------------------|--------------------------|----------------|--|
|       | 9/1/21  | Tuesday   | Commerce                         | ED - Attended moderation |                | Board meeting at MGU for I, II, V Semester |
|       | 10/1/21 | wednesday | B.com(CA) III                    |                          | 10-00 to 11-00 | BS   |
|       |         |           | B.com(CA) I                      |                          | 11-00 to 12-00 | BOM  |
|       |         |           | B.com(CA) V                      |                          | 12-00 to 1-00  | Auditing                                   |
|       |         |           | B.com(V)                         |                          | 2-30 to 3-30   | BTP  |
|       | 11/1/21 | Thursday  | B.com V                          |                          | 10-00 to 11-00 | B.Law                                      |
|       |         |           | B.com(CA) I                      |                          | 11-00 to 12-00 | BOM  |
|       |         |           | B.com(CA) III                    |                          | 12-00 to 1-00  | BS   |
|       |         |           | B.com(CA) V                      |                          | 1-30 to 2-30   | Auditing                                   |
|       | 12/1/21 | Friday    | B.com(CA) III                    |                          | 10-00 to 11-00 | BS   |
|       |         |           | B.com(CA) I                      |                          | 11-00 to 12-00 | BOM  |
|       |         |           | B.com(CA) V                      |                          | 12-00 to 1-00  | Auditing                                   |
|       |         |           | B.com-V                          |                          | 1-30 to 2-30   | I/E  |
|       |         |           | B.com-V                          |                          | 2-30 to 3-30   | B.Law                                      |

| Topic Covered                           | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
| Standard deviation - Individual series  | Problem Solving     | 15                       | Black board        | practice                   |         |
| Promoter - characteristics              | lecture             | 16                       | "                  | articulation               |         |
| Valuation of liabilities                | "                   | 03                       | "                  | "                          |         |
| crossing - types of crossing            | "                   | 14                       | "                  | "                          |         |
| Trade secrets                           | "                   | 15                       | "                  | "                          |         |
| types of promoter                       | "                   | 14                       | "                  | "                          |         |
| Standard deviation - Discrete series    | problemsolving      | 13                       | "                  | practice                   |         |
| Valuation methods                       | lecture             | 07                       | "                  | articulation               |         |
| Standard deviation - Continuous series  | problemsolving      | 14                       | "                  | practice                   |         |
| Steps in company promotion steps        | lecture             | 14                       | "                  | notes taken                |         |
| Verification of Land building, planning | lecture             | 04                       | "                  | "                          |         |
| Unemployment - nature & problems        | lecture             | 15                       | "                  | "                          |         |
| Geographical indications                | lecture             | 15                       | "                  | "                          |         |

  
Signature of the Faculty Member

Signature of the Department

Signature of the Principal

ARY 2020 - 2021

| Name of the Department / Subject: Commerce |         |          | Period / Time  | Paper  |
|--|---------|----------|----------------|--|
| S.No.                                      | Date    | Day      | Class & Medium |  |
|  | 13/2/21 | Saturday | B.com(A) III   | 10-00 to 11-00 POI   |
|  |         |          | B.com V        | 11-00 to 12-00 I/E   |
|  |         |          | B.com(A) II    | 12-00 to 1-00 Auditing   |
|  |         |          | B.com - V      | 2-30 to 3-30 BTP   |
|  | 14/2/21 | Sunday   |                |  |
|  | 15/2/21 | Monday   | OD -           | Attended as Subject Expert for Guest faculty selection at NG college |
|  | 16/2/21 | Tuesday  | B.com(A) V     | 10-00 to 11-00 Auditing  |
|  |         |          | B.com(A) II    | 11-00 to 12-00 Bom   |
|  |         |          | B.com(A) III   | 12-00 to 1-00 BS   |
|  |         |          | B.com - V      | 2-30 to 3-30 BTP   |

of the Lecturer: P. Salonda sel

| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Assets - features & 4 types of assets                                 | Lecture             | 15                       | Black board        | notes taken                |         |
| Industrial policy - 1948  | "                   | 10                       | "                  | "                          |         |
| Classification of intangible assets - patents, copyrights, trademarks | "                   | 03                       | "                  | "                          |         |
| Circumstances when bank can refuse payment of cheque.                 | "                   | 45                       | "                  | "                          |         |
| Verification of current liabilities                                   | Lecture             | 03                       | Black board        | notes taken                |         |
| Incorporation stage   | "                   | 101                      | "                  | "                          |         |
| co-efficient of variation - problems                                  | problemsolving      | 12                       | "                  | practice                   |         |
| Grounds for dishonour of cheque - sec 138                             | Lecture             | 141                      | "                  | "                          |         |

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Signature of the Department

Signature of the Principal

| Name of the Department / Subject : Commerce |         | Period / Time |                | Paper          |          |
|---|---------|---------------|----------------|----------------|----------|
| No.   | Date    | Day           | Class & Medium |                |          |
|   | 17/2/21 | Wednesday     | B.Com(CA) III  | 10-00 to 11-00 | BS       |
|   |         |               | B.Com(CA) I    | 11-00 to 12-00 | BS       |
|   |         |               | B.Com(G) - V   | 12-00 to 1-00  | Auditing |
|   |         |               | B.Com - V      | 2-30 to 3-30   | BTP      |
|   |         |               | B.Com - V      | 3-30 to 4-30   | B.Law    |
|   | 18/2/21 | Thursday      | B.Com - V      | 10-00 to 11-00 | B.Law    |
|   |         |               | B.Com(CA) I    | 11-00 to 12-00 | BS       |
|   |         |               | B.Com(CA) III  | 12-00 to 1-00  | BS       |
|   |         |               | B.Com(G) - V   | 1-30 to 2-30   | Auditing |
|   | 19/2/21 | Friday        | B.Com(CA) III  | 10-00 to 11-00 | BS       |
|   |         |               | B.Com(CA) I    | 11-00 to 12-00 | BS       |
|   |         |               | B.Com(G) - V   | 12-00 to 1-00  | Auditing |
|   |         |               | B.Com(V)       | 1-30 to 2-30   | I/E      |
|   |         |               | B.Com(V)       | 2-30 to 3-30   | B.Law    |

# JANUARY 2020 - 2021

Name of the Lecturer: S. S. Salada Devi

| Topic Covered                               | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| Bank 3 cur                                  | problem solving     | 15                       | Black board        | practice                   |         |
| Capital subscriptions commencement stage    | Lecture             | 15                       | "                  | notes taken                |         |
| Verification of other liabilities           | "                   | 04                       | "                  | "                          |         |
| Liability in dishonour of cheque            | "                   | 15                       | "                  | plantation program         |         |
| Information Technology Act-2000, objectives | "                   | 14                       | "                  | notes taken                |         |
| Digital signature                           | "                   | 10                       | "                  | "                          |         |
| Memorandum of Association - clauses         | "                   | 14                       | "                  | "                          |         |
| Skewness - measures of skewness             | problem solving     | 14                       | "                  | practice                   |         |
| Audit Committee - Role of Audit Committee   | lecture             | 06                       | "                  | notes taken                |         |
| Fair Pearson's coefficient of skewness      | problem solving     | 17                       | "                  | practice                   |         |
| Features & Alteration of MoA                | lecture             | 18                       | "                  | notes taken                |         |
| Audit Report - importance, features         | "                   | 04                       | "                  | "                          |         |
| 1951 & 1956 industrial policy               | "                   | 19                       | "                  | "                          |         |
| Electronic governance                       | "                   | 15                       | "                  | "                          |         |

Signature of the Faculty Member

Signature of the Department

Signature of the Principal

JANUARY 2020 - 2021

| Name of the Department / Subject: Commerce |         | Class & Medium | Period / Time  | Paper               |
|--|---------|----------------|----------------|---------------------|
| S.No.                                      | Date    | Day            |                |                     |
|  | 20/2/21 | Saturday       | 10-00 to 11-00 | I/E                 |
|  |         |                | 11-00 to 12-00 | POI                 |
|  |         |                | 12-00 to 1-00  | Auditing            |
|  |         |                | 2-30 to 3-30   | BTP                 |
|  | 21/2/21 | Sunday         |                |                     |
|  | 22/2/21 | Monday         | 10-00 to 11-00 | B Law               |
|  |         |                | 11-00 to 12-00 | Business Statistics |
|  |         |                | 12-00 to 1-00  | BTP                 |
|  |         |                | 1-30 to 2-30   | BTP                 |
|  |         |                | 2-30 to 4-30   |                     |
|  | 23/2/21 | Tuesday        | 10-00 to 11-00 | Auditing            |
|  |         |                | 11-00 to 12-00 | BOM                 |
|  |         |                | 12-00 to 1-00  | Business Statistics |

| Name of the Lecturer: G. Salada Devi |  | Topic Covered                         | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--------------------------------------|--|---------------------------------------|---------------------|--------------------------|--------------------|----------------------------|---------|
|                                      |  | 1977/1980 policy                      | Lecture             | 15                       | Black Board        | notes taken                |         |
|                                      |  | insurance contract terms              | "                   | 16                       | "                  | "                          |         |
|                                      |  | elements of Audit report              | "                   | 04                       | "                  | "                          |         |
|                                      |  | principles of bank lending policies.  | "                   | 17                       | "                  | "                          |         |
|                                      |  | enables & Adjudication process        | Lecture             | 17                       | Black Board        | notes taken                |         |
|                                      |  | Bowley's co-efficient of correlation  | Problem solving     | 15                       | "                  | practice                   |         |
|                                      |  | Bayesian model - case research        | Lecture             | 15                       | "                  | notes taken                |         |
|                                      |  | methods of Granting Advances          | "                   | 15                       | "                  | "                          |         |
|                                      |  | "Antarjantya Madhe Basha Dinvastavan" |                     |                          |                    | organized by college staff |         |
|                                      |  | types of Audit reports                | Lecture             | 03                       | Black Board        | notes taken                |         |
|                                      |  | Articles of Association - contents    | "                   | 13                       | "                  | "                          |         |
|                                      |  | Kurtosis - problems                   | "                   | 14                       | "                  | practice                   |         |

Signature of the Faculty Member

Signature of the Department

Signature of the Principal

| Department / Subject: <i>Commerce</i> |                  | Class & Medium       | Period / Time         | Super   |
|---------------------------------------|------------------|----------------------|-----------------------|---|
| Date                                  | Day              |                      |                       |   |
|                                       |                  | <i>B.com</i>         | <i>1-30 to 2-30</i>   | <i>B.Law</i>  |
|                                       |                  | <i>B.com (P)</i>     | <i>2-30 to 3-30</i>   | <i>BTP</i>  |
| <i>24/2/21</i>                        | <i>wednesday</i> | <i>CL</i>            |                       | <i>BS</i>   |
| <i>25/2/21</i>                        | <i>Thursday</i>  | <i>B.com sem (P)</i> | <i>11-40 to 12-40</i> | <i>B.Law</i><br><i>BOM</i><br><i>Auditing</i>                           |
| <i>26/2/21</i>                        | <i>Friday</i>    | <i>B.com (sem I)</i> | <i>11-40 to 12-40</i> | <i>BOM</i><br><i>Auditing</i><br><i>IE</i><br><i>B.Law</i><br><i>BS</i> |

ARY 2020 - 20

| of the Lecturer: <i>S. Sarada Devi</i>   |                | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Res. |
|--|----------------|---------------------|--------------------------|--------------------|----------------------------|------|
| Topic Covered  |                |                     |                          |                    |                            |      |
| <i>Environmental protection act</i>  | <i>lecture</i> | <i>15</i>           | <i>Black Board</i>       | <i>notes taken</i> |                            |      |
| <i>modes of creating charges - pledge</i>  | <i>"</i>       | <i>14</i>           | <i>"</i>                 | <i>"</i>           |                            |      |
| <i>internal exams</i>  |                |                     |                          |                    |                            |      |
| <i>Differences between NOA &amp; <del>Internal</del> Internal exams for <del>III &amp; IV</del> III &amp; IV sem</i> | <i>lecture</i> | <i>15</i>           | <i>Black Board</i>       | <i>notes taken</i> |                            |      |
| <i>internal exams for <del>III &amp; IV</del> III &amp; IV sem</i>   |                | <i>03</i>           |                          |                    |                            |      |
| <i>prospective - contents internal exams for <del>III &amp; IV</del> III &amp; IV sem students</i>                   | <i>lecture</i> | <i>15</i>           | <i>Black Board</i>       | <i>notes taken</i> |                            |      |

*[Signature]*  
Signature of the Faculty Member

Signature of the Department

*[Signature]*  
PRINCIPAL  
Signature of the Principal  
M.K.R. COLLEGE  
DEVARAKONDA, NALGONDA DIST.

# TEACHING

| Name of the Department / Subject: Commerce |            | Period / Time  | Paper          | Theory / Pract       |
|--|------------|----------------|----------------|----------------------|
| No.  | Date       | Class & Medium |                |                      |
|  | 01/03/2021 | Monday         | 10-30 to 12-00 | organised            |
|  |            |                | 1-30 to 2-30   | B.com (IV)           |
|  |            |                | 2-30 to 3-30   | assurance            |
|  |            |                | 12-00 to 1-00  | national service day |
|  | 02/03/2021 | Tuesday        | 8-00 to 10-00  | Auditing             |
|  |            |                | 11-00 to 12-00 | Business Statistics  |
|  |            |                | 1-30 to 2-30   | BTP                  |
|  |            |                | 2-30 to 3-30   | BS                   |
|  | 03/03/2021 | Wednesday      | 10-00 to 11-00 | BS                   |
|  |            |                | 11-00 to 12-00 | B.com                |
|  |            |                | 12-00 to 1-00  | Auditing             |
|  |            |                | 2-30 to 3-30   | BTP                  |
|  |            |                | 3-30 to 4-30   | Rhow                 |

preparation holiday for TO & OF sem students

*[Signature]*

Signature of the Faculty Member

Signature of the Department LC

# DIARY 2020 - 2021

Name of the Lecturer: P. Sarada Devi

| Topic Covered  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|--|---------------------|--------------------------|--------------------|----------------------------|---------|
| webinar on "Review on merges in banking sector" using AV room and zoom platform. |                     |                          |                    |                            |         |
| mortgage & other modes of advisory loans   | Lecture             | 15                       | Blackboard         | notes taken                |         |
| Revision   |                     |                          |                    |                            |         |
| Revision - Question bank   | discussion          | 15                       | -                  | Discussion                 |         |
| Recent trends in deposit mobilization  | Lecture             | 18                       | Blackboard         | notes taken                |         |
| Correlation - KALPANA SPECTER  | problems solving    | 17                       | "                  | practice                   |         |
| Rank correlation problems  | problemsolving      | 18                       | "                  | practice                   |         |
| concurrent deviation method problems   | "                   | 18                       | "                  | "                          |         |
| red herring prospectus   | lecture             | 16                       | "                  | notes taken                |         |
| Revision - Question bank   | discussion          | 04                       | "                  | discussion                 |         |
| Revision - Question bank   | "                   | 18                       | "                  | "                          |         |
| Revision - Question bank   | "                   | 15                       | "                  | "                          |         |

*[Signature]*  
PRINCIPAL  
M.K. Govt. Degree College  
Signature of the Principal

# TEACHING

| Period / Time                                   | Paper | Theory / Practical |
|---|-------|--------------------|
| 10 to 12 - 20                                   | BOM   | theory             |
| 1-10 to 12-20                                   | BOM   | theory             |
| 10 to 12 - 20                                   | BOM   | theory             |
| women's day "                                   |       |                    |
| A seminar on "women in leadership" on 8/13/2021 |       |                    |

Signature of the Department I/C

# DIARY 2020 - 2021

Name of the Lecturer: P. S. Sridanda Devi  
Topic Covered

| Methodology Adopted   | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|--------------------------|--------------------|----------------------------|---------|
| Lecture   | 15                       | Black board        | Notes taken                |         |
| Lecture   | 16                       | Black board        | notes taken                |         |
| presentations   | 15                       | Black board        | notes taken                |         |
| "Special CL"  |                          |                    |                            |         |
| "Leadership" by P. S. Sridanda, Principal, T. T. W. R. D. C. (W) on 8/13/2021 |                          |                    |                            |         |

Ch. Kameswari  
PRINCIPAL  
Signature of the Principal  
MKR College  
DEVARAKONDA, NALGONDA DIST.

# TEACHING

Commerce

| Name of the Department / Subject: |          |                 |                         |               |              |                    |        |
|-----------------------------------|----------|-----------------|-------------------------|---------------|--------------|--------------------|--------|
| S.No.                             | Date     | Day             | Class & Medium          | Period / Time | Paper        | Theory / Practical |        |
|                                   | 10/03/21 | wednesday       | 10-10 to                | 11-00         | organized    | chat health        |        |
|                                   |          |                 | 12-10 to                | 1-00          | organized    | seminar on         |        |
|                                   |          |                 | 2-30 to                 | 3-30          | e.com Eya    | BOM                | Theory |
|                                   | 11/3/21  | Thursday        | "Mahashivratri" holiday |               |              |                    |        |
|                                   | 12/3/21  | Friday          | OH -                    |               | chab-e-mejaj |                    |        |
|                                   | 13/3/21  | second Saturday |                         |               |              |                    |        |
|                                   | 14/3/21  | Sunday          |                         |               |              |                    |        |

*[Signature]*

Signature of the Faculty Member

Signature of the Department I/C

# DIARY 2020 - 2021

Name of the Lecturer: *S. Salanda Devi*

| Topic Covered   | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|---|---------------------|--------------------------|--------------------|----------------------------|---------|
| clean up camp by NSS & Lions club, Dewaswada  |                     |                          |                    |                            |         |
| "Entrepreneurship" by inviting presenter of "Local online" app developer pinchas Mudi & E-commerce medi |                     |                          |                    |                            |         |
| students presentations  | presenters          |                          | check              | seminar                    |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |
|   |                     |                          |                    |                            |         |

Signature of the Principal



# TEACHING

# DIARY 2020 - 2021

| Name of the Department / Subject : |         |           | Class & Medium                              | Period / Time                  | Paper                                    | Theory / Practical    |
|------------------------------------|---------|-----------|---|--------------------------------|--|-----------------------|
| S.No.                              | Date    | Day       |   |                                |  |                       |
|                                    | 15/3/21 | Monday    | B.com(CA)T<br>Staff meeting at 3-30 to 4-30 | 11-10 to 12-10                 | Bom                                      | Theory                |
|                                    | 16/3/21 | Tuesday   | B.com(CA)T                                  | 11-10 to 12-10<br>2-30 to 3-30 | Bom<br>"World Consumer Day" celebrations | Theory                |
|                                    | 17/3/21 | Wednesday | B.com(CA)T<br>Staff meeting at 2-30 to 4-30 | 12-10 to 1-10                  | Bom                                      | Theory                |
|                                    |         |           |   | 11-10 to 12-10                 | -  | Entertainment lecture |
|                                    |         |           |   | 2-30 to 3-30                   | -  | "Career Guidance"     |

| Name of the Lecturer : |  | Topic Covered  | Methodology Adopted | No. of Students attended | Teaching Aids used | Student Activity conducted | Remarks |
|------------------------|--|--|---------------------|--------------------------|--------------------|----------------------------|---------|
|                        |  |  |                     |                          |                    |                            |         |
|                        |  | Management - major characteristics   |                     | 25                       |                    |                            |         |
|                        |  | Functions of management & levels of mgt.   |                     | 25                       |                    |                            |         |
|                        |  | Essay writing competition  | conducts            |                          |                    |                            |         |
|                        |  | Skills of mgt - 5 real life mgt cases  |                     | 25                       |                    |                            |         |
|                        |  | on "Green village" in "Training of youth on clean village and counselling cell" - green village organised by Nishu Jyoti Khandalekar |                     |                          |                    |                            |         |
|                        |  | Guest lecture on Employment opportunities through English language skills by Pooja Joshi, Patil College of Arts & Commerce           |                     |                          |                    |                            |         |

Signature of the Faculty Member

Signature of the Department I/C

Signature of the Principal



MAHATMA GANDHI UNIVERSITY  
MKR Govt. Degree College , Deverkonda  
Devarakonda



Teaching Diary For Lecturer

Academic Year:2020-2021

Date:02-11-2021

| S.No                                      | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted               | Course Year & Semeste | OD Type | Remarks  |
|---|------------|----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|--|-----------------------|---------|--|
| Lecturer Name:S.Sarada Devi<br>ID:1758301 |            |          |                  |               |                    |  |                      |                          |                    |  |                       |         |  |
| 1   | 01-04-2021 | Thursday | Commerce English | 2 / 11:12 AM  | Theory             | Meaning of Authority,power ,responsibility and Accountability, Delegation of Authority | Lecture & Discussion | 14                       | Zoom App           | Participated in Discussion & notes taken | 1st Year 1st Sem      |         |  |
| 2   | 03-04-2021 | Saturday | Commerce English | 2 / 11:12 AM  | Theory             | Delegation of Authority-importance & process   | Lecture metod        | 14                       | Zoom app           | Discussion & Notes taken                 | 1st Year 1st Sem      |         |  |
| 3   | 06-04-2021 | Tuesday  | Commerce English | 2 / 11:00 AM  | Theory             | Delegation of Authority VS Decentralization Problems in Delegation of Authority        | Lecture & Discussion | 12                       | Zoom               | Group Discussion and Notes taken         | 1st Year 1st Sem      |         | participated in FDP on "Google Tools for Teacher" organised by IQAC from 3.30pm to 4.30 pm in the co |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks  |
|------|------------|-----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|--|
| 4    | 07-04-2021 | Wednesday | Commerce English | 4 / 13:30 PM  | Theory             | Introduction of syllabus INCOME TAX                                      | LECTURE              | 7                        | ZOOM               | NOTES TAKEN                | 2nd Year IVth Sem     |         |  |
| 5    | 07-04-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | Centralization and Decentralization Advantages & Disadvantages           | lecture & Discussion | 13                       | zoom               | Discussion & notes taken   | 1st Year 1st Sem      |         | FROM 3.30 TO 4.30 PM ATTENDED FDP ON Google Tools for Teacher organised by IQAC      |
| 6    | 08-04-2021 | Thursday  | Commerce English | 2 / 11:00 AM  | Theory             | Barriers to Effective Delegation of Authority & how to make it effective | Discussion           | 14                       | zoom               | Discussion                 | 1st Year 1st Sem      |         | Participated in FDP on GOOGLE TOOLS to TEACHER ORGANISED BY IQAC from 3.30 to 4.30pm |
| 7    | 08-04-2021 | Thursday  | Commerce English | 5 / 14:30 PM  | Theory             | company Law Introduction to the subject                                  | Lecture              | 8                        | zoom               | Discussion                 | 3rd Year VIth Sem     |         |  |
| 8    | 09-04-2021 | Friday    | Commerce English | 5 / 14.30 PM  | Theory             | GST-INTRODUCTION OF THE SUBJECT  | Lecture & Discussion | 9                        | zoom               | Discussion                 | 3rd Year VIth Sem     |         | Participated in Faculty Forum Organised by IQAC from 3.30 to 4.30 pm                 |
| 9    | 09-04-2021 | Friday    | Commerce English | 2 / 11:00 AM  | Theory             | coordination-Meaning, features, importance                               | lecture              | 13                       | zoom               | Notes taken                | 1st Year 1st Sem      |         |  |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                      | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks         |
|------|------------|----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------|
| 10   | 09-04-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Theory             | income tax -syllabus                               | lecture              | 7                        | zoom               | notes taken                | 2nd Year IVth Sem     |         |                 |
| 11   | 16-04-2021 | Friday   | Commerce English | 2 / 11:00 AM  | Theory             | Control-steps in control process -types of control | Lecture & Discussion | 11                       | Zoom               | Discussion                 | 1st Year 1st Sem      |         |                 |
| 12   | 16-04-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Practical          | Introduction of the Subject C-Lab                  | Lecture              | 6                        | Zoom               | SYLLABUS TAKEN             | 3rd Year VIth Sem     |         |                 |
| 13   | 16-04-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | Introduction to GST-Taxes Subsumed under GST       | LECTURE              | 5                        | ZOOM               | Notes Taken                | 3rd Year VIth Sem     |         |                 |
| 14   | 16-04-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | DIRECT TAXES & INDIRECT TAXES                      | Lecture & Discussion | 7                        | Zoom               | Notes Taken                | 2nd Year IVth Sem     |         | T/m & E/m       |
| 15   | 17-04-2021 | Saturday | Commerce English | 1 / 10:00 AM  | Practical          | Basic Business Documents-Trade Licence             | lecture              | 7                        | zoom               | Notes Taken                | 3rd Year VIth Sem     |         |                 |
| 16   | 17-04-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | CANONS OF TAXATION & FEATURES OF income tax        | lecture              | 9                        | zoom app           | notes taken                | 2nd Year IVth Sem     |         | T/M & E/M       |
| 17   | 17-04-2021 | Saturday | Commerce English | 4 / 13:30 PM  | Theory             | MEANING & DEFINITION OF COMPANY-FEATURES           | LECTURE              | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | B.COM(G) & (CA) |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks         |
|------|------------|----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------|
| 18   | 17-04-2021 | Saturday | Commerce English | 2 / 11:00 AM  | Theory             | Types of Control-Relationship between Planning & control         | Lecture              | 12                       | zoom               | Notes Taken                | 1st Year 1st Sem      |         |                 |
| 19   | 19-04-2021 | Monday   | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX-(T/M & E/M) HISTORY OF TAX IN INDIA                   | LECTURE              | 7                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         |                 |
| 20   | 19-04-2021 | Monday   | Commerce English | 2 / 11:00 AM  | Theory             | C-LAW CLASSIFICATION OF COMPANIES                                | LECTURE              | 10                       | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | B.COM(G) &(CA)  |
| 21   | 19-04-2021 | Monday   | Commerce English | 1 / 10:00 AM  | Theory             | Determination of Tax under GST                                   | LECTURE              | 11                       | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | B.COM(G)&(CA)   |
| 22   | 19-04-2021 | Monday   | Commerce English | 6 / 15:30 PM  | Theory             | SECTORS OF INDIAN ECONOMY-IN TRODUCTION TO THE SUBJECT           | LECTURE              | 10                       | ZOOM APP           | SYLLABUS TAKEN             | 3rd Year VIth Sem     |         | B.COM(G) & (CA) |
| 23   | 20-04-2021 | Tuesday  | Commerce English | 1 / 10:00 AM  | Theory             | company law-Differences between Private company & Public Company | Lecture              | 8                        | Zoom APP           | Notes Taken                | 3rd Year VIth Sem     |         | B.COM(G) & (CA) |
| 24   | 20-04-2021 | Tuesday  | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW-INTRODUCTION OF THE SUBJECT & SYLLABUS              | LECTURE & DISCUSSION | 9                        | ZOOM APP           | SYLLABUS TAKEN             | 1st Year IIInd Sem    |         |                 |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                   | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted     | Course Year & Semester | OD Type | Remarks                       |
|------|------------|----------|------------------|---------------|--------------------|---|----------------------|--------------------------|--------------------|--------------------------------|------------------------|---------|-------------------------------|
| 25   | 20-04-2021 | Tuesday  | Commerce English | 2 / 11:00 AM  | Theory             | Income Tax RULES & Tax RATES                    | LECTURE              | 6                        | ZOOM APP           | NOTES TAKEN                    | 2nd Year IVth Sem      |         | B.COM (CA) TM & EM            |
| 26   | 20-04-2021 | Tuesday  | Commerce English | 4 / 13:30 PM  | Practical          | commerce lab-pollution & Health Licences        | Lecture & Display    | 8                        | zoom app           | Learnt how to download License | 3rd Year VIth Sem      |         | B.COM(G) TM & (CA) EM         |
| 27   | 22-04-2021 | Thursday | Commerce English | 1 / 10:00 AM  | Theory             | GST-OBJECTIVES SCOPE ,ADVANTAGES OF GST         | LECTURE              | 7                        | ZOOM APP           | DISCUSSION                     | 3rd Year VIth Sem      |         | B.COM(G)IT M & B.COM (CA)EM   |
| 28   | 22-04-2021 | Thursday | Commerce English | 2 / 11:00 AM  | Practical          | COMMERCE LAB-INVOICE & QUOTATION                | LECTURE              | 8                        | ZOOM APP & PPT     | NOTES TAKEN                    | 3rd Year VIth Sem      |         | B.COM(G) TM & B.COM(CA) EM    |
| 29   | 22-04-2021 | Thursday | Commerce English | 3 / 12:00 PM  | Theory             | B-LAW INDIAN CONTRACT ACT - INTRODUCTION        | LECTURE & DISCUSSION | 11                       | ZOOM APP           | DISCUSSION                     | 1st Year IIInd Sem     |         |                               |
| 30   | 22-04-2021 | Thursday | Commerce English | 5 / 14:30 PM  | Theory             | C-LAW ONE PERSON COMPANY-FE ATURES & ADVANTAGES | LECTURE              | 9                        | ZOOM APP           | NOTES TAKEN                    | 3rd Year VIth Sem      |         | B.COM (G)TM & B.COM (CA) (EM) |
| 31   | 23-04-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | GST- BENEFITS OF GST & TYPES OF GST             | LECTURE              | 10                       | ZOOM               | NOTES TAKEN                    | 3rd Year VIth Sem      |         | B.COM(G)IT M & B.COM (CA) EM  |
|      |            |          |                  |               |                    |   |                      |                          |                    |                                |                        |         |                               |

| S.No | Date       | Day      | Class / Medium                         | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks |
|------|------------|----------|--|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---------|
| 32   | 23-04-2021 | Friday   | Commerce English                       | 2 / 11:00 AM  | Theory             | BLAW<br>DEFINITION OF CONTRACT & ESSENTIAL ELEMENTS OF CONTRACT | LECTURE             | 10                       | ZOOM               | NOTES TAKEN                | 1st Year<br>IInd Sem  |         |         |
| 33   | 24-04-2021 | Saturday | Commerce English                       | 3 / 12:00 PM  | Theory             | INCOME TAX-B.COM(C A)&(G) BASIC CONCEPTS OF INCOME TAX          | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 2nd Year<br>IVth Sem  |         |         |
| 34   | 24-04-2021 | Saturday | Commerce English                       | 4 / 13:30 PM  | Theory             | COMPANY LAW- B.COM(G) &(CA) INCORPORATION OF COMPANY-S TAGES    | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year<br>VIth Sem  |         |         |
| 35   | 27-04-2021 | Tuesday  | Computer & Information Science English | 1 / 10:00 AM  | Theory             | GST- B.COM(G)&(C A) TYPES OF GST-BENEFITS OF DUAL GST           | LECTURE             | 10                       | ZOOM APP           | NOTES TAKEN                | 3rd Year<br>VIth Sem  |         |         |
| 36   | 27-04-2021 | Tuesday  | Commerce English                       | 2 / 11:00 AM  | Theory             | INCOME TAX-B.COM(C A)TM&EM DEFINITIONS OF PERSON & ASSESSEE     | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 2nd Year<br>IVth Sem  |         |         |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                    | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semester | OD Type | Remarks                |
|------|------------|-----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|----------------------------|------------------------|---------|------------------------|
| 37   | 27-04-2021 | Tuesday   | Commerce English | 3 / 12:00 PM  | Theory             | COMPANY LAW-BCOM (G) & (CA) TYPES OF CONTRACTS   | LECTURE              | 9                        | ZOOM APP           | DISCUSSION                 | 1st Year IIInd Sem     |         |                        |
| 38   | 27-04-2021 | Tuesday   | Commerce English | 4 / 13:30 PM  | Theory             | COMMERCE LAB-BCOM (G)&(CA) INVOICE & QUOTATION   | LECTURE & DISPLAY    | 8                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIth Sem      |         |                        |
| 39   | 28-04-2021 | Wednesday | Commerce English | 1 / 10:00 AM  | Theory             | sectors of Indian Economy Discussion of syllabus | lecture              | 8                        | zoom app           | Notes Taken                | 3rd Year VIth Sem      |         |                        |
| 40   | 28-04-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | GST PROCESS OF REGISTRATION UNDER GST            | LECTURE              | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem      |         | B COM (G) & (CA)       |
| 41   | 28-04-2021 | Wednesday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX INCOME -DEFINITION &SCOPE             | LECTURE & DISCUSSION | 7                        | ZOOM               | NOTES TAKEN                | 2nd Year IVth Sem      |         | B COM(CA)TM & EM       |
| 42   | 28-04-2021 | Wednesday | Commerce English | 4 / 13:30 PM  | Practical          | C LAB INVOICE PREPARATION                        | LECTURE              | 8                        | ZOOM APP           | DOCUMENT ATON              | 3rd Year VIth Sem      |         | BCOM (G) & (CA)TM & EM |
| 43   | 30-04-2021 | Friday    | Commerce English | 1 / 10:00 AM  | Theory             | GST PERSONS LIABLE &NOT LIABLE FOR REGISTRATION  | LECTURE              | 8                        | ZOOM               | NOTES TAKEN                | 3rd Year VIth Sem      |         | BCOM(G) & (CA)TM & EM  |



| S.No | Date       | Day    | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                        | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                        |
|------|------------|--------|------------------|---------------|--------------------|--------------------------------------|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|--------------------------------|
| 44   | 30-04-2021 | Friday | Commerce English | 2 / 11:00 AM  | Theory             | BLAW TYPES OF CONTRACTS              | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 1st Year<br>IInd Sem  |         |                                |
| 45   | 30-04-2021 | Friday | Commerce English | 3 / 12:00 PM  | Practical          | C-LAB COMPUTATION OF SIMPLE INTEREST | LECTURE             | 9                        | ZOOM               | PROBLEM SOLVING            | 3rd Year<br>VIth Sem  |         | B.COM (G)<br>& (CA) TM<br>& EM |
| 46   | 30-04-2021 | Friday | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX RESIDENTIAL STATUS        | LECTURE             | 7                        | ZOOM               | NOTES TAKEN                | 2nd Year<br>IVth Sem  |         | B.COM (CA)<br>EM & TM          |

Signature of the lecturer

Signature of the Department Incharge

Signature of the Principal

**PRINCIPAL**  
**MKR Govt. Degree College**  
**DEVARAKONDA, NALGONDA DIST**



# MAHATMA GANDHI UNIVERSITY

MKR Govt. Degree College , Deverakonda  
Devarakonda

## Teaching Diary For Lecturer

Academic Year:2020-2021

Date:02-11-2021

| S.No                                      | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                      | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                      |
|---|------------|----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|------------------------------|
| Lecturer Name:S.Sarada Devi<br>ID:1758301 |            |          |                  |               |                    |  |                     |                          |                    |                            |                       |         |                              |
| 1   | 01-05-2021 | Saturday | Commerce English | 1 / 10:00 AM  | Practical          | c lab calculation of compound interest             | lecture             | 6                        | zoom app           | problem solving            | 3rd Year Vth Sem      |         | B.COM(G)T /M &B.COM(CA)E/M   |
| 2   | 01-05-2021 | Saturday | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW OFFER & ESSENTIALS OF VALID OFFER     | LECTURE             | 12                       | ZOOM APP & PPT     | NOTES TAKEN                | 1st Year IInd Sem     |         |                              |
| 3   | 01-05-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX RESIDENTIAL STATUS OF DIFFERENT PERSONS | LECTURE             | 5                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | B.COM(CA) T/M & E/M          |
| 4   | 01-05-2021 | Saturday | Commerce English | 4 / 13:30 PM  | Theory             | C LAW LEGISLATION ON COMPANIES                     | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | B.COM(G)T /M & B.COM (CA)E/M |

| S. No | Date       | Day    | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | GD Type | Remarks                   |
|-------|------------|--------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---------------------------|
| 5     | 03-05-2021 | Monday | Commerce English | 1 / 10:00 AM  | Theory             | GST COMPULSORY REGISTRATION, DEEMED REGISTRATION, CANCELLATION & REVOCATION OF REGISTRATION | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIII Sem     |         | BCOM(G)T/M & BCOM(CA) E/M |
| 6     | 03-05-2021 | Monday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON RESIDENTIAL STATUS OF INDIVIDUAL                                     | LECTURE             | 7                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) E/M & T/M        |
| 7     | 03-05-2021 | Monday | Commerce English | 2 / 11:00 AM  | Theory             | C LAW INCORPORATION OF COMPANIES  | LECTURE             | 8                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIII Sem     |         | BCOM(G)T/M & BCOM(CA) E/M |
| 8     | 03-05-2021 | Monday | Commerce English | 5 / 14:30 PM  | Practical          | C LAB E WAY BILL  | DEMONSTRATION       | 8                        | ZOOM APP           | FILLING THE FORM           | 3rd Year VIII Sem     |         | BCOM(G)T/M & (CA) E/M     |
| 9     | 03-05-2021 | Monday | Commerce English | 6 / 15:30 PM  | Theory             | SECTORS OF INDIAN ECONOMY PLACE OF AGRICULTURE IN INDIA                                     | LECTURE             | 8                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIII Sem     |         | BCOM (G)T/M & (CA) E/M    |
|       |            |        |                  |               |                    |   |                     |                          |                    |                            |                       |         |                           |

| S.No | Date       | Day     | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                               | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                      |
|------|------------|---------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|------------------------------|
| 10   | 04-05-2021 | Tuesday | Commerce English | 1 / 10:00 AM  | Theory             | company law Memorandum of Association       | lecture             | 8                        | zoom app           | Notes taken                | 3rd Year Vth Sem      |         | BCOMIGIT/ M & BCOM(CA) E/M   |
| 11   | 04-05-2021 | Tuesday | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX TYPES OF INCOME                  | LECTURE             | 6                        | LECTURE            | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M           |
| 12   | 04-05-2021 | Tuesday | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW ESSENTIALS OF VALID ACCEPTANCE | LECTURE             | 13                       | ZOOM APP           | NOTES TAKEN                | 1st Year IIInd Sem    |         |                              |
| 13   | 04-05-2021 | Tuesday | Commerce English | 4 / 13:30 PM  | Practical          | C LAB DEBIT NOTE & CREDIT NOTE              | DEMONSTRATION       | 10                       | ZOOM APP           | FILLING THE FORM           | 3rd Year Vth Sem      |         | BCOM (GIT) M & BCOM (CA) E/M |

Signature of the lecturer

Signature of the Department Incharge

Ch. Ramakrishna  
Signature of the Principal

PRINCIPAL  
MKR Govt. Degree College  
DEVARAKONDA, HALGONDA DIST.



# MAHATMA GANDHI UNIVERSITY

MKR Govt. Degree College , Deverkonda  
Devarakonda



## Teaching Diary For Lecturer

Academic Year:2020-2021

Date:02-11-2021

| S.No                                      | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                       | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                    |
|---|------------|-----------|------------------|---------------|--------------------|-------------------------------------|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|----------------------------|
| Lecturer Name:S.Sarada Devi<br>ID:1758301 |            |           |                  |               |                    |                                     |                     |                          |                    |                            |                       |         |                            |
| 1   | 01-06-2021 | Tuesday   | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX INCIDENCE OF TAX         | LECTURE             | 5                        | ZOOM APP           | PROBLEMS SOLVING           | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M         |
| 2   | 01-06-2021 | Tuesday   | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW PROSPECTUS             | LECTURE             | 14                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |                            |
| 3   | 01-06-2021 | Tuesday   | Commerce English | 4 / 13:30 PM  | Practical          | AUDIT REPORT                        | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         | BCOM(G)/T/M & (CA) E/M     |
| 4   | 01-06-2021 | Tuesday   | Commerce English | 1 / 10:00 AM  | Theory             | COMPANY LAW ARTICLES OF ASSOCIATION | LECTURE             | 5                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G) T/M &BCOM (CA) E/M |
| 5   | 02-06-2021 | Wednesday | Commerce English | 1 / 10:00 AM  | Theory             | I/E PROGRESS OF INDIAN AGRICULTURE  | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)/T/M & (CA)E/M      |

| Sr | Sl. No.  | Day    | Class Meeting  | Period Time | Theory/Practical | Topic Covered  | Methodology Adopted     | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semester | CO Type | Remarks             |
|----|----------|--------|----------------|-------------|------------------|--|-------------------------|--------------------------|--------------------|----------------------------|------------------------|---------|---------------------|
| 1  | 10/10/21 | Monday | Common English | 7:30-9:00   | Theory           | INTRODUCTION TO COMPANY ACCOUNTS                           | LECTURE                 | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |
| 2  | 10/11/21 | Monday | Common English | 7:30-9:00   | Theory           | ACCOUNTING WORKSHEET (EXAM)                                | LECTURE                 | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |
| 3  | 10/12/21 | Monday | Common English | 7:30-9:00   | Theory           | CLARIFICATION EXERCISES                                    | LECTURE                 | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |
| 4  | 10/13/21 | Monday | Common English | 7:30-9:00   | Theory           | BUSINESS LAW CONSIDERATION                                 | LECTURE                 | 13                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem      |         |                     |
| 5  | 10/14/21 | Monday | Common English | 7:30-9:00   | Theory           | OFFER MAKING   | LECTURE & DEMONSTRATION | 8                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |
| 6  | 10/15/21 | Monday | Common English | 7:30-9:00   | Theory           | CLARIFICATION NOTE   | LECTURE & DEMONSTRATION | 10                       | ZOOM APP           | DRAFTING PROFESSOR YNOTE   | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |
| 7  | 10/16/21 | Monday | Common English | 7:30-9:00   | Theory           | BUSINESS LAW CAPACITY OF THE PARTIES TO ENTER THE CONTRACT | LECTURE                 | 13                       | ZOOM APP           | DISCUSSION & NOTES TAKEN   | 1st Year IInd Sem      |         |                     |
| 8  | 10/17/21 | Monday | Common English | 7:30-9:00   | Theory           | COMPANY LAW REVISION OF UNIT-1                             | DISCUSSION              | 8                        | ZOOM APP           | ASSIGNMENT-1               | 3rd Year VIII Sem      |         | BCOM(G)/M & (CA)/EM |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                        | Methodology Adopted     | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                |
|------|------------|----------|------------------|---------------|--------------------|--------------------------------------|-------------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|------------------------|
| 14   | 04-06-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | GST INPUT TAX CREDIT                 | LECTURE                 | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G)/T/M & (CA) E/M |
| 15   | 04-06-2021 | Friday   | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW FREE CONSENT            | LECTURE                 | 14                       | ZOOM APP           | NOTES TAKEN                | 1st Year IIInd Sem    |         |                        |
| 16   | 04-06-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Theory             | C LAB CHEQUE                         | LECTURE & DEMONSTRATION | 8                        | ZOOM APP           | FILLING CHEQUE             | 3rd Year Vth Sem      |         | BCOM(G)/T/M & (CA) E/M |
| 17   | 04-06-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX TOTAL INCOME CALCULATION  | LECTURE                 | 7                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M     |
| 18   | 05-06-2021 | Saturday | Commerce English | 1 / 10:00 AM  | Practical          | C LAB PAY IN SLIP & WITHDRAWAL FORM  | LECTURE & DEMONSTRATION | 9                        | ZOOM APP           | FILLING THE FORMS          | 3rd Year Vth Sem      |         | BCOM (G)/T/M & (CA)E/M |
| 19   | 05-06-2021 | Saturday | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW LEGALITY OF OBJECT      | LECTURE                 | 12                       | ZOOM APP           | NOTES TAKEN                | 1st Year IIInd Sem    |         |                        |
| 20   | 05-06-2021 | Saturday | Commerce English | 4 / 13:30 PM  | Theory             | COMPANY LAW DIRECTORS-QUALIFICATIONS | LECTURE                 | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G) T/M & (CA) E/M |
| 21   | 05-06-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX REVIEW OF UNIT-I          | DISCUSSION              | 7                        | ZOOM APP           | ASSIGNMENT-1               | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M     |

| S.No | Date       | Day     | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                               | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted     | Course Year & Semeste | OD Type | Remarks                   |
|------|------------|---------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|--------------------------------|-----------------------|---------|---------------------------|
| 22   | 07-06-2021 | Monday  | Commerce English | 5 / 14:30 PM  | Practical          | C LAB ACCOUNT OPENING & NOMINATION FORM     | LECTURE             | 8                        | ZOOM APP           | DOWNLOAD THE FORM & FILLING IT | 3rd Year Vth Sem      |         | BCOM/GIT M & (CA) E.M     |
| 23   | 07-06-2021 | Monday  | Commerce English | 1 / 10:00 AM  | Theory             | GST GST RETURNS & PAYMENT OF TAX            | LECTURE METHOD      | 7                        | ZOOM APP           | NOTES TAKEN                    | 3rd Year Vth Sem      |         | BCOM/GIT M & (CA) E.M     |
| 24   | 07-06-2021 | Monday  | Commerce English | 2 / 11:00 AM  | Theory             | COMPANY LAW DISQUALIFICATIONS OF DIRECTORS  | LECTURE             | 7                        | ZOOM APP           | DISCUSSION                     | 3rd Year Vth Sem      |         | BCOM/GIT M&CA E.M         |
| 25   | 07-06-2021 | Monday  | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX INCOME FROM SALARY-INTR ODUCTION | LECTURE             | 6                        | ZOOM APP & PPT     | DISCUSSION                     | 2nd Year IVth Sem     |         | BCOM(CA) T.M & E.M        |
| 26   | 07-06-2021 | Monday  | Commerce English | 6 / 15:30 PM  | Theory             | INDIAN ECONOMY GREEN REVOLUTION             | LECTURE             | 8                        | ZOOM APP & PPT     | DISCUSSION                     | 3rd Year Vth Sem      |         | BCOM(GIT M & BCOM(CA) E.M |
| 27   | 08-06-2021 | Tuesday | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX BASIC PAY-CALCULATION            | LECTURE             | 6                        | ZOOM APP & PPT     | PROBLEM SOLVING                | 2nd Year IVth Sem     |         | BCOM(CA) T.M & E.M        |
| 28   | 08-06-2021 | Tuesday | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW PERFORMANCE OF CONTRACT        | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                    | 1st Year IIInd Sem    |         |                           |



| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted          | Course Year & Semester | OD Type | Remarks                |
|------|------------|-----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|-------------------------------------|------------------------|---------|------------------------|
| 29   | 08-06-2021 | Tuesday   | Commerce English | 1 10:00 AM    | Theory             | COMPANY LAW DIRECTOR IDENTIFICATION NUMBER & CLASSES OF DIRECTORS | LECTURE             | 8                        | ZOOM APP & PPT     | NOTES TAKEN                         | 3rd Year Vth Sem       |         | BCOM/IT M & BCOM/CA/EM |
| 30   | 08-06-2021 | Tuesday   | Commerce English | 4 13:30 PM    | Theory             | C LAB KYC DOCUMENT  | LECTURE             | 8                        | ZOOM APP           | DOWNLOADING KYC FORM AND FILLING IT | 3rd Year Vth Sem       |         | BCOM/IT M & (CA) EM    |
| 31   | 08-06-2021 | Wednesday | Commerce English | 1 10:00 AM    | Theory             | INDIAN ECONOMY NEW THRUST AREAS IN AGRICULTURE                    | LECTURE             | 8                        | ZOOM APP           | DISCUSSION                          | 3rd Year Vth Sem       |         | BCOM/IT M & (CA)EM     |
| 32   | 08-06-2021 | Wednesday | Commerce English | 2 11:00 AM    | Theory             | GST REVIEW OF UNIT-I  | DISCUSSION          | 8                        | ZOOM APP           | ASSIGNMENT                          | 3rd Year Vth Sem       |         | BCOM/IT M & (CA)EM     |
| 33   | 08-06-2021 | Wednesday | Commerce English | 3 12:00 PM    | Theory             | INCOME TAX INCOMES UNDER SUBHEAD "SALARY"                         | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                         | 2nd Year IVth Sem      |         | BCOM/CA) T.M & E.M     |
| 34   | 09-06-2021 | Wednesday | Commerce English | 4 13:30 PM    | Theory             | C LAB DEPOSIT FORM-PROFORMA                                       | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                         | 3rd Year Vth Sem       |         | BCOM/IT M & (CA) EM    |
|      |            |           |                  |               |                    |   |                     |                          |                    |                                     |                        |         |                        |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted     | Course Year & Semeste | OD Type | Remarks                |
|------|------------|-----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|--------------------------------|-----------------------|---------|------------------------|
| 35   | 09-06-2021 | Wednesday | Commerce English | 5 / 14:30 PM  | Theory             | BUSINESS LAW RECIPROCAL PROMISES                             | LECTURE             | 13                       | ZOOM APP & PPT     | NOTES TAKEN                    | 1st Year IInd Sem     |         |                        |
| 36   | 10-06-2021 | Thursday  | Commerce English | 1 / 10:00 AM  | Theory             | GST CREATION OF COMPANY                                      | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                    | 3rd Year VIth Sem     |         | BCOM(G) T/M & (CA) E/M |
| 37   | 10-06-2021 | Thursday  | Commerce English | 3 / 12:00 PM  | Theory             | C LAB LOAN APPLICATION FORM-SPECIMEN                         | LECTURE             | 7                        | ZOOM APP           | DOCUMENT DOWNLOADING & FILLING | 3rd Year VIth Sem     |         | BCOM(G)T/M & (CA) E/M  |
| 38   | 10-06-2021 | Thursday  | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX ALLOWANCES  | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                    | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M     |
| 39   | 10-06-2021 | Thursday  | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW DISCHARGE OF CONTRACT                           | LECTURE             | 12                       | ZOOM APP & PPT     | NOTES TAKEN                    | 1st Year IInd Sem     |         |                        |
| 40   | 11-06-2021 | Friday    | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW DISCHARGE OF CONTRACTS                          | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                    | 1st Year IInd Sem     |         | BCOM(G)T/M & (CA)E/M   |
| 41   | 11-06-2021 | Friday    | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PARTLY TAXABLE ALLOWANCES ENTERTAINMENT ALLOWANCE | LECTURE             | 5                        | ZOOM APP & PPT     | NOTES TAKEN                    | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M     |

| S.No | Date       | Day    | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                  | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                 |
|------|------------|--------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-------------------------|
| 42   | 11-06-2021 | Friday | Commerce English | 1 / 10:00 AM  | Theory             | C LAB INSURANCE PROPOSAL FORM-CONTENTS         | LECTURE             | 9                        | ZOOM APP           | DISCUSSION                 | 3rd Year Vth Sem      |         | B.COM (G)/T/M & (CA)E/M |
| 43   | 11-06-2021 | Friday | Commerce English | 4 / 13:30 PM  | Theory             | C LAW POSITION OF DIRECTORS                    | LECTURE             | 11                       | ZOOM APP & PPT     | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G)/T/M & (CA)E/M   |
| 44   | 14-06-2021 | Monday | Commerce English | 2 / 11:00 AM  | Theory             | COMPANY LAW APPOINTMENT OF DIRECTORS           | LECTURE             | 8                        | ZOOM APP & PPT     | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G)/T/M & (CA)E/M   |
| 45   | 14-06-2021 | Monday | Commerce English | 1 / 10:00 AM  | Theory             | GST ENABLING GST & DEFINING TAX DETAILS        | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G) T.M & (CA)E/M   |
| 46   | 14-06-2021 | Monday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON ENTERTAINMENT ALLOWANCE | LECTURE             | 6                        | ZOOM APP & PPT     | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) T.M & E/M      |
| 47   | 14-06-2021 | Monday | Commerce English | 6 / 15:30 PM  | Theory             | INDIAN ECONOMY FOOD SECURITY LEGISLATIONS      | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G)/T/M & (CA)E/M   |
|      |            |        |                  |               |                    |  |                     |                          |                    |                            |                       |         |                         |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                  | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks              |
|------|------------|-----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|----------------------|
| 48   | 14-06-2021 | Monday    | Commerce English | 5 / 14:30 PM  | Theory             | COMMERCE LAB INSURANCE POLICY DOCUMENT         | DEMONSTRATION       | 7                        | ZOOM APP & PPT     | DOCUMENTATION              | 3rd Year VIth Sem     |         | B.COM(GIT M & (CA)EM |
| 49   | 15-06-2021 | Tuesday   | Commerce English | 1 / 10:00 AM  | Theory             | COMPANY LAW RESIGNATION & REMOVAL OF DIRECTORS | LECTURE             | 7                        | ZOOM APP & PPT     | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM (GIT M & (CA)EM |
| 50   | 15-06-2021 | Tuesday   | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW BREACH OF CONTRACT                | LECTURE             | 12                       | ZOOM APP & PPT     | NOTES TAKEN                | 1st Year IIInd Sem    |         |                      |
| 51   | 15-06-2021 | Tuesday   | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX HOUSE RENT ALLOWANCE                | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E.M   |
| 52   | 15-06-2021 | Tuesday   | Commerce English | 4 / 13:30 PM  | Theory             | COMMERCE LAB INSURANCE DOCUMENTS               | DISCUSSION          | 7                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIth Sem     |         | BCOM(GIT M & (CA) EM |
| 53   | 16-06-2021 | Wednesday | Commerce English | 1 / 10:00 AM  | Theory             | INDIAN ECONOMY FOOD SECURITY SCHEMES           | LECTURE             | 8                        | ZOOM APP           | DISCUSSION                 | 3rd Year VIth Sem     |         | BCOM(GIT M & (CA)EM  |
| 54   | 16-06-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | GST ACTIVATE GST FOR COMPOSITE DEALERS         | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                |                       |         | BCOM(GIT M & (CA)EM  |

| Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                    | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks              |
|------------|-----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|----------------------|
| 16-06-2021 | Wednesday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON HRA CALCULATION           | LECTURE             | 6                        | ZOOM APP & PPT     | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) T/M & E/M   |
| 16-06-2021 | Wednesday | Commerce English | 5 / 14:30 PM  | Theory             | BUSINESS LAW REMEDIES FOR BREACH OF CONTRACT     | LECTURE             | 10                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |                      |
| 17-06-2021 | Thursday  | Commerce English | 1 / 10:00 AM  | Theory             | GST TRANSFERRING INPUT TAX CREDIT TO GST         | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T/M & (CA)E/M |
| 17-06-2021 | Thursday  | Commerce English | 2 / 11:00 AM  | Theory             | COMMERCE LAB ATM CARD APPLICATION                | LECTURE             | 8                        | ZOOM APP           | DOCUMENTATION              | 3rd Year VIth Sem     |         | BCOM(G)T/M & (CA)E/M |
| 17-06-2021 | Thursday  | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW REVIEW OF INDIAN CONTRACT ACT, 1872 | DISCUSSION          | 11                       | ZOOM APP           | DISCUSSION                 | 1st Year IInd Sem     |         |                      |
| 17-06-2021 | Thursday  | Commerce English | 5 / 14:30 PM  | Theory             | COMPANY LAW DUTIES OF DIRECTORS                  | LECTURE             | 11                       | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T/M & (CA)E/M |
|            |           |                  |               |                    |  |                     |                          |                    |                            |                       |         |                      |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                       | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semester | OD Type | Remarks                    |
|------|------------|----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|------------------------|---------|----------------------------|
| 61   | 18-06-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX PARTLY TAXABLE ALLOWANCES                | LECTURE             | 7                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem      |         | BCOM(CA) T/M & E/M         |
| 62   | 18-06-2021 | Friday   | Commerce English | 1 / 11:00 AM  | Theory             | BUSINESS LAW IT ACT-2000,INTRODUCTION               | LECTURE             | 9                        | ZOOM APP           | DISCUSSION                 | 1st Year IInd Sem      |         |                            |
| 63   | 18-06-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Practical          | COMMERCE LAB SPECIMEN OF ATM CARD APPLICATION FORM  | LECTURE             | 8                        | ZOOM APP           | DOCUMENTATION              | 3rd Year Vth Sem       |         | BCOM(G)T/M & (CA)E/M       |
| 64   | 18-06-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | GST TRANSFERRING INPUT TAX CREDIT TO GST            | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T/M & (CA)E/M       |
| 65   | 19-06-2021 | Saturday | Commerce English | 1 / 10:00 AM  | Theory             | commerce lab Insurance agency application procedure | Lecture             | 10                       | Zoom app           | Discussion                 | 3rd Year Vth Sem       |         | Bcom(G) T/M & BCOM(CA) E/M |
| 66   | 19-06-2021 | Saturday | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW IT ACT 2000                            | LECTURE             | 14                       | ZOOM               | NOTES TAKEN                | 1st Year IInd Sem      |         |                            |
| 67   | 19-06-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PERQUISITES                              | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem      |         | BCOM(CA) T/M & E/M         |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                       | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type          | Remarks                 |
|------|------------|-----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|------------------|-------------------------|
| 68   | 19-06-2021 | Saturday  | Commerce English | 4 / 13:30 PM  | Theory             | COMPANY LAW LOANS & REMUNERATION-MANAGING DIRECTORS | LECTURE             | 11                       | ZOOMAPP            | NOTES TAKEN                | 3rd Year Vth Sem      |                  | B.COM(G) T/M & (CA)E/M  |
| 69   | 21-06-2021 | Monday    |                  |               |                    |   |                     |                          |                    |                            |                       | WORKSHOP ON NAAC | ORGANISED BY IAE        |
| 70   | 22-06-2021 | Tuesday   |                  |               |                    |   |                     |                          |                    |                            |                       | WORKSHOP ON NAAC | ORGANISED BY IAE        |
| 71   | 23-06-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | GST INTERSTATE & INTRA STATE SUPPLY OF GOODS        | LECTURE             | 12                       | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |                  | B.COM(G)T /M & (CA) E/M |
| 72   | 23-06-2021 | Wednesday | Commerce English | 5 / 14:30 PM  | Theory             | BUSINESS LAW SALE OF GOODS ACT                      | LECTURE             | 15                       | ZOOM               | NOTES TAKEN                | 1st Year IInd Sem     |                  |                         |
| 73   | 23-06-2021 | Wednesday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON CALCULATION OF INCOME TAX    | LECTURE             | 8                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |                  | B.COM(CA) T/M & E/M     |
|      |            |           |                  |               |                    |   |                     |                          |                    |                            |                       |                  |                         |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks               |
|------|------------|-----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------------|
| 74   | 23-06-2021 | Wednesday | Commerce English | 1 / 10:00 AM  | Theory             | INDIAN ECONOMY PUBLIC DISTRIBUTION SYSTEM & AGRICULTURE MARKETING   | LECTURE             | 12                       | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | B.COMIGIT /M &(CA)E/M |
| 75   | 23-06-2021 | Wednesday | Commerce English | 4 / 13:30 PM  | Theory             | COMMERCE LAB PF MEMBERSHIP FORM                                     | DEMONSTRATION       | 11                       | ZOOM APP           | FILLING THE FORM           | 3rd Year Vth Sem      |         | BCOMIGIT/ M &(CA) E/M |
| 76   | 24-06-2021 | Thursday  | Commerce English | 1 / 10:00 AM  | Theory             | GST PURCHASE AND SALES RETURNS                                      | LECTURE             | 11                       | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM(G) T/M & (CA)    |
| 77   | 24-06-2021 | Thursday  | Commerce English | 5 / 14:30 PM  | Theory             | COMPANY LAW CORPORATE SOCIAL RESPONSIBILITY & CORPORATE GOVERNANCE. | LECTURE             | 11                       | ZOOM APP           | DISCUSSION                 | 3rd Year Vth Sem      |         | BCOMIGIT M & (CA)E/M  |
| 78   | 24-06-2021 | Thursday  | Commerce English | 2 / 11:00 AM  | Practical          | COMMERCE LAB DOCUMENTS FOR INCORPORATION OF COMPANY                 | LECTURE             | 12                       | ZOOM APP           | DISCUSSION                 | 3rd Year Vth Sem      |         | BCOMIGIT M &(CA)E/M   |



| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | GD Type | Remarks               |
|------|------------|----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------------|
| 79   | 24-06-2021 | Thursday | Commerce English | 3 / 12.00 PM  | Theory             | BUSINESS LAW CONDITIONS & WARRANTIES & CAVEAT EMPTOR  | LECTURE             | 15                       | ZOOM               | ASSIGNMENT                 | 1st Year IInd Sem     |         |                       |
| 80   | 24-06-2021 | Thursday | Commerce English | 4 / 13:30 PM  | Theory             | INCOME TAX PROBLEMS ON INCOME FROM SALARY   | LECTURE             | 8                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) T.M & E.M    |
| 81   | 25-06-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | GST DEFINING GST AT MASTYER & TRANSACTION LEVELS STOCK GROUP LEVEL & HIERARCHY OF TAX RATE DETAILS. | LECTURE             | 12                       | ZOOM               | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(GT) M & (CA) E.M |
| 82   | 25-06-2021 | Friday   | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW RIGHTS OF UNPAID SELLERS & SALE BY NON OWNERS  | LECTURE             | 13                       | ZOOM               | NOTES TAKEN                | 1st Year IInd Sem     |         |                       |
|      |            |          |                  |               |                    |   |                     |                          |                    |                            |                       |         |                       |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semester | OD Type | Remarks              |
|------|------------|----------|------------------|---------------|--------------------|---|----------------------|--------------------------|--------------------|----------------------------|------------------------|---------|----------------------|
| 13   | 25-06-2021 | Friday   | Commerce English | 3 : 12:00 PM  | Theory             | COMMERCE LAB COMPLAINT IN CONSUMER FORUM/COMPLAINT IN RTI ACT       | LECTURE              | 11                       | ZOOM               | PRACTICE                   | 3rd Year Vth Sem       |         | B.COM/ITM & ICAI/ETM |
| 14   | 25-06-2021 | Friday   | Commerce English | 5 : 14:30 PM  | Theory             | INCOME TAX INCOME FROM HOUSE PROPERTY-DETERMINATION OF ANNUAL VALUE | LECTURE              | 9                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem      |         | B.COM/CA/ITM & ETM   |
| 15   | 26-06-2021 | Saturday | Commerce English | 3 : 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON INCOME FROM HOUSE PROPERTY                   | LECTURE              | 9                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem      |         | B.COM/CA/ITM & ETM   |
| 16   | 26-06-2021 | Saturday | Commerce English | 1 : 10:00 AM  | Theory             | COMMERCE LAB PAN/TAN APPLICATION FORMS                              | LECTURE & DISCUSSION | 12                       | ZOOM APP           | FILLING FORMS              | 3rd Year Vth Sem       |         | B.COM/ITM & ICAI/ETM |
| 17   | 26-06-2021 | Saturday | Commerce English | 2 : 11:00 AM  | Theory             | BUSINESS LAW CONSUMER PROTECTION ACT-1986                           | LECTURE              | 14                       | ZOOM APP           | DISCUSSION                 | 1st Year IIIrd Sem     |         |                      |
|      |            |          |                  |               |                    |   |                      |                          |                    |                            |                        |         |                      |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks  |
|------|------------|----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|--|
| 88   | 26-06-2021 | Saturday | Commerce English | 4 / 13:30 PM  | Theory             | CLAW COMPANY SECRETARY-AP POINTMENT, DUTIES&LIABILITIES                   | LECTURE             | 11                       | ZOOM               | DISCUSSION                 | 3rd Year Vth Sem      |         | B/COM/IT M & /CA/EM                            |
| 89   | 27-06-2021 | Sunday   | Commerce English | 2 / 11:00 AM  | Theory             | GST PURCHASES FROM COMPOSITION DEALER,UNREGISTERD DEALERS,EXPORTS,IMPORTS | LECTURE             | 11                       | ZOOM               | NOTES TAKEN                | 3rd Year Vth Sem      |         | SPECIAL CLASS TO COVER SYLLABUS                |
| 90   | 27-06-2021 | Sunday   | Commerce English | 5 / 14:00 PM  | Theory             | INCOME TAX PROBLEMS ON INCOME FROM HOUSE PROPERTY                         | LECTURE             | 9                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | SPECIAL CLASS TAKEN TO COVER SYLLABUS          |
| 91   | 28-06-2021 | Monday   | Commerce English | 1 / 10:00 AM  | Theory             | GST EXEMPTED GOODS & SEZ SALES,MIXED SUPPLY & COMPOSITE SUPPLY            | LECTURE             | 10                       | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | CLASS TAKEN ON CASUAL LEAVE TO COVER SYLLABUS. |
|      |            |          |                  |               |                    |   |                     |                          |                    |                            |                       |         |  |

| S.No | Date       | Day     | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks   |
|------|------------|---------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---|
| 92   | 28-06-2021 | Monday  | Commerce English | 7 / 16:00 PM  | Theory             | INCOME TAX SELF OCCUPIED PROPERTY                             | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | Special class taken to cover the syllabus. Organised webinar on "Intellectual property Rights" at 11. |
| 93   | 29-06-2021 | Tuesday | Commerce English | 1 / 10:00 AM  | Theory             | company law company secretary in practice & secretarial Audit | lecture             | 11                       | zoom app           | Discussion                 | 3rd Year Vth Sem      |         | Assignment  |
| 94   | 29-06-2021 | Tuesday | Commerce English | 2 / 11:00 AM  | Theory             | Income tax problems in income from house property             | lecture             | 9                        | zoom app           | problem solving            | 2nd Year IVth Sem     |         | B.COM(CA) TM & EM   |
| 95   | 29-06-2021 | Tuesday | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW CONSUMER REDRESSAL AGENCIES                      | LECTURE             | 13                       | ZOOM APP           | NOTES TAKEN                | 1st Year IIInd Sem    |         |   |
| 96   | 29-06-2021 | Tuesday | Commerce English | 4 / 13:30 PM  | Theory             | COMMERCE LAB TDS ,TDS RETURNS,NO TICES                        | LECTURE             | 11                       | ZOOM APP           | DISCUSSION                 | 3rd Year Vth Sem      |         | BCOM(G)T M & (CA)EM   |
| 97   | 29-06-2021 | Tuesday | Commerce English | 6 / 15:30 PM  | Theory             | INCOME TAX INCOME FROM BUSINESS-TH EORY                       | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM  |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                      | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                           |
|------|------------|-----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------------------------|
| 98   | 30-06-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | GST REPORTS & TAX PAYMENT MECHANISM                | LECTURE             | 9                        | ZOOM               | NOTES TAKEN                | 3rd Year Vth Sem      |         | STAFF COUNCIL MEETING AT 10:00 AM |
| 99   | 30-06-2021 | Wednesday | Commerce English | 4 / 13:30 PM  | Theory             | CLAB GST DEALER -APPLICATION & REGISTRATION        | LECTURE             | 11                       | ZOOM APP           | DISCUSSION                 | 3rd Year Vth Sem      |         | BCOM(G)TM &(CA)EM                 |
| 100  | 30-06-2021 | Wednesday | Commerce English | 6 / 15:00 PM  | Theory             | BUSINESS LAW INTELLECTUAL PROPERTY LAWS            | LECTURE             | 13                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |                                   |
| 101  | 30-06-2021 | Wednesday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX EXPENSES EXPRESSLY DISALLOWED & ALLOWED | LECTURE             | 8                        | ZOOM               | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(ICA) TM &EM                  |

*Signature of the lecturer*

*Signature of the Department Incharge*

*Signature of the Principal*

**PRINCIPAL**  
**MKR Govt. Degree College**  
**DEVARAKONDA, NALGONDA DIST.**



MAHATMA GANDHI UNIVERSITY  
MKR Govt. Degree College, Deverkonda  
Devarakonda

Academic Year:2020-2021

Teaching Diary For Lecturer

Date:02-11-2021

| S.No                                      | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted  | Course Year & Semeste | OD Type | Remarks             |
|---|------------|----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|---|-----------------------|---------|---------------------|
| Lecturer Name:S.Sarada Devi<br>ID:1758301 |            |          |                  |               |                    |  |                     |                          |                    |   |                       |         |                     |
| 1   | 01-07-2021 | Thursday | Commerce Telugu  | 1 / 10:00 AM  | Theory             | GST Determination of supply of services                | lecture             | 8                        | zoom app           | Notes taken   | 3rd Year Vith Sem     |         | B.COM(G)T M &(CA)EM |
| 2   | 01-07-2021 | Thursday | Commerce English | 2 / 11:00 AM  | Practical          | COMMERCE LAB Business charts                           | Discussion          | 10                       | zoom app           | EACH STUDENT HAS TO PREPARE ONE BUSINESS CHART AND SUBMITT AT THE TIME OF LAB EXAM. |                       |         | BCOM(G)T M &(CA)EM  |
| 3   | 01-07-2021 | Thursday | Commerce English | 3 / 12:00 PM  | Theory             | BLAW DIRECTORS-Q UALIFICATIO NS AND DISQUALIFIC ATIONS | LECTURE             | 12                       | ZOOM APP & PPT     | NOTES TAKEN   | 1st Year IInd Sem     |         |                     |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks             |
|------|------------|----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---------------------|
| 4    | 01-07-2021 | Thursday | Commerce English | 5 / 14:30 PM  | Theory             | REMEDIAL CLASS<br>5TH SEMESTER IMPORTANT TOPICS IN BANKING THEORY & PRACTICE SUBJECT DISCUSSED | DISCUSSION          | 8                        | ZOOM               | DISCUSSION                 | 3rd Year VIth Sem     |         | BCOM/GIT M & (CA)EM |
| 5    | 02-07-2021 | Friday   | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW APPOINTMENT OF DIRECTORS  | LECTURE             | 11                       | ZOOM APP & PPT     | NOTES TAKEN                | 1st Year IIInd Sem    |         | WORK FROM HOME      |
| 6    | 02-07-2021 | Friday   | Commerce Telugu  | 1 / 10:00 AM  | Theory             | GST EXEMPT SUPPLY OF SERVICES UNDER GST  | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T M & (CA)EM |
| 7    | 02-07-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX INCOME FROM BUSINESS/ PROFESSION  | LECTURE             | 5                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM    |
| 8    | 03-07-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | REMEDIAL CLASS REVISION OF IMPORTANT TOPICS ON BUSINESS STATISTICS-I FOR III SEM               | LECTURE             | 10                       | ZOOM APP           | PRACTICE                   | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM    |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks  |
|------|------------|-----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|--|
| 9    | 03-07-2021 | Saturday  | Commerce English | 4 / 13:30 PM  | Theory             | Revision For v semester exams                             | DISCUSSION          | 11                       | ZOOM APP           | PRACTICE                   | 3rd Year Vth Sem      |         | BCOM(G)T M &(CA)EM   |
| 10   | 03-07-2021 | Saturday  | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW CLASSES OF DIRECTORS & POSITION OF DIRECTORS | LECTURE             | 12                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |  |
| 11   | 05-07-2021 | Monday    | Commerce English | 6 / 15:30 PM  | Theory             | BUSINESS LAW Duties of Directors                          | lecture             | 8                        | zoom app & ppt     | Notes taken                | 1st Year IInd Sem     |         | organized webinar on "orientation on consumer Education" at 11.30 work from home |
| 12   | 06-07-2021 | Tuesday   | Commerce English | 3 / 12:00 PM  | Theory             | Business law LOANS & REMUNERATION TO DIRECTORS            | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         | SEMESTER EXAM DUTY FROM 2.00 PM TO 4.00 PM                                       |
| 13   | 07-07-2021 | Wednesday | Commerce English | 5 / 14:30 PM  | Theory             | Business law Managing Director-Duties & Liabilities.      | Lecture             | 11                       | zoom app & PPT     | NOTES TAKEN                | 1st Year IInd Sem     |         | VISITED JUNIOR COLLEGES FOR ADMISSION CAMPAIGN                                   |
|      |            |           |                  |               |                    |   |                     |                          |                    |                            |                       |         |  |



| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type           | Remarks   |
|------|------------|----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|-------------------|---|
| 14   | 08-07-2021 | Thursday | Commerce English | 3 / 12:30 PM  | Theory             | Business Law Corporate Governance                                 | Lecture             | 12                       | zoom app           | Notes Taken                | 1st Year IInd Sem     |                   | Semester examination invigilation duty from 10.00 am to 12.00 pm. |
| 15   | 09-07-2021 | Friday   |                  |               |                    |   |                     |                          |                    |                            |                       | MODERATION AT MGU | ATTENDANCE CERTIFICATE SUBMITTED                                  |
| 16   | 12-07-2021 | Monday   | Commerce English | 5 / 14:30 PM  | Theory             | GST INTERSTATE SUPPLY OF SERVICES                                 | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |                   | BCOM(G)T M & (CA)EM   |
| 17   | 12-07-2021 | Monday   | Commerce English | 2 / 11:00 AM  | Theory             | GST INTRA STATE SUPPLY OF SERVICES                                | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |                   | BCOM(G)T M & (CA)EM   |
| 18   | 12-07-2021 | Monday   | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX PROBLEMS ON COMPUTATION OF INCOME FROM BUSINESS        | LECTURE             | 6                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |                   | BCOM(CA) TM & EM  |
| 19   | 12-07-2021 | Monday   | Commerce English | 6 / 15:30 PM  | Theory             | INDIAN ECONOMY INDUSTRIALIZATION-ITS ROLE IN ECONOMIC DEVELOPMENT | LECTURE             | 7                        | ZOOM APP           | ASSIGNMENT                 | 3rd Year VIth Sem     |                   | BCOM(G)T M & (CA)EM   |

| S.No | Date       | Day       | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                       | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks                                     |
|------|------------|-----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---|
| 20   | 13-07-2021 | Tuesday   | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX PROBLEMS ON INCOME FROM BUSINESS         | LECTURE             | 6                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM                            |
| 21   | 13-07-2021 | Tuesday   | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW CORPORATE SOCIAL RESPONSIBILITY        | LECTURE             | 10                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |   |
| 22   | 13-07-2021 | Tuesday   | Commerce English | 4 / 13:30 PM  | Theory             | GST CANCELLATION OF SERVICES                        | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)TM & (CA)EM                          |
| 23   | 14-07-2021 | Wednesday | Commerce English | 1 / 10:00 AM  | Theory             | INDIAN ECONOMY LABOUR PROBLEMS IN INDIA             | LECTURE             | 6                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)TM & (CA)EM                          |
| 24   | 14-07-2021 | Wednesday | Commerce English | 2 / 11:00 AM  | Theory             | GST Exports & SEZ sales                             | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)TM & (CA)EM                          |
| 25   | 14-07-2021 | Wednesday | Commerce English | 5 / 14:30 PM  | Theory             | BUSINESS LAW MEETINGS-R EQUISITES FOR VALID MEETING | LECTURE             | 10                       | ZOOM APP & PPT     | 11                         | 1st Year IInd Sem     |         | COMBINED CLASS FOR II SEM & VI SEM STUDENTS |
| 26   | 14-07-2021 | Wednesday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX INCOME FROM PROFESSION                   | LECTURE             | 8                        | ZOOM APP           | PROBLEM SOLVING            | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM                            |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered   | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks  |
|------|------------|----------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|--|
| 27   | 15-07-2021 | Thursday | Commerce English | 2 / 11:00 AM  | Theory             | GST CANCELLATION OF ADVANCE RECEIPTS UNDER GST                                | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM/ITM & (CA) EM   |
| 28   | 15-07-2021 | Thursday | Commerce English | 1 / 10:00 AM  | Theory             | GST ADVANCE RECEIPTS FROM CUSTOMERS UNDER GST                                 | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOM/ITM & (CA) EM   |
| 29   | 15-07-2021 | Thursday | Commerce English | 5 / 14:30 PM  | Theory             | BUSINESS LAW TYPES OF MEETINGS  | LECTURE             | 12                       | ZOOM APP           | NOTES TAKEN                | 1st Year IIInd Sem    |         | COMBINED CLASS FOR VI SEM COMPANY LAW  |
| 30   | 16-07-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX INCOME FROM OTHER SOURCES  | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM/ICA) TM & EM WORK FROM HOME   |
| 31   | 16-07-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Theory             | COMPANY LAW/BUSINESS LAW TYPES OF MEETINGS COMBINED CLASS FOR II SEM & VI SEM | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | ORGANISED WEBINAR ON "CAREER FOR COMMERCIAL GRADUATE 5 <sup>th</sup> AT 11.00 AM |

| S.No | Date       | Day     | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                           | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semester | OD Type | Remarks             |
|------|------------|---------|------------------|---------------|--------------------|---|---------------------|--------------------------|--------------------|----------------------------|------------------------|---------|---------------------|
| 32   | 19-07-2021 | Monday  | Commerce English | 1 / 10:00 AM  | Theory             | GST GENERATING GST REPORTS IN ERP       | LECTURE             | 6                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T M &(CA)EM  |
| 33   | 19-07-2021 | Monday  | Commerce English | 2 / 11:00 AM  | Theory             | COMPANY LAW RESOLUTION S-TYPES          | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T M &(CA)EM  |
| 34   | 19-07-2021 | Monday  | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX CAPITAL GAINS-BASIC CONCEPTS | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem      |         | BCOOM(CA)EM & TM    |
| 35   | 19-07-2021 | Monday  | Commerce English | 6 / 15:30 PM  | Theory             | INDIAN ECONOMY TYPES OF INDUSTRIES      | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T M & (CA)EM |
| 36   | 19-07-2021 | Monday  | Commerce English | 5 / 14:30 PM  | Theory             | GST INPUT TAX CREDIT SET OFF            | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T M &(CA)EM  |
| 37   | 20-07-2021 | Tuesday | Commerce English | 1 / 10:00 AM  | Theory             | INDIAN ECONOMY BANKING IN INDIA         | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem       |         | BCOM(G)T M & (CA)EM |
| 38   | 20-07-2021 | Tuesday | Commerce English | 2 / 11:00 AM  | Theory             | INCOME TAX COMPUTATION OF CAPITAL GAINS | LECTURE             | 8                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem      |         | BCOM(CA) TM & EM    |
|      |            |         |                  |               |                    |   |                     |                          |                    |                            |                        |         |                     |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered                                    | Methodology Adopted | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks             |
|------|------------|----------|------------------|---------------|--------------------|--|---------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|---------------------|
| 39   | 20-07-2021 | Tuesday  | Commerce English | 3 / 12:00 PM  | Theory             | BUSINESS LAW WINDING UP OF COMPANIES-MODES       | LECTURE             | 12                       | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |                     |
| 40   | 20-07-2021 | Tuesday  | Commerce English | 4 / 13:30 PM  | Theory             | GST MIGRATION TO ERP                             | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T M & (CA)EM |
| 41   | 22-07-2021 | Thursday | Commerce English | 1 / 10:00 AM  | Theory             | GST GST REPORTS IN ERP-9                         | LECTURE             | 7                        | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T M & (CA)EM |
| 42   | 22-07-2021 | Thursday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX INCOME FROM HOUSE PROPERTY(L ET OUT)  | LECTURE             | 5                        | ZOOM APP           | NOTES TAKEN                | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM    |
| 43   | 22-07-2021 | Thursday | Commerce English | 5 / 14:30 PM  | Theory             | COMPANY LAW WINDING UP OF COMPANY                | LECTURE             | 10                       | ZOOM APP           | NOTES TAKEN                | 3rd Year VIth Sem     |         | BCOM(G)T M & (CA)EM |
| 44   | 23-07-2021 | Friday   | Commerce English | 2 / 11:00 AM  | Theory             | BUSINESS LAW INSOLVENCY & BANKRUPTA CY CODE-2016 | LECTURE             | 9                        | ZOOM APP           | NOTES TAKEN                | 1st Year IInd Sem     |         |                     |
| 45   | 23-07-2021 | Friday   | Commerce English | 5 / 14:30 PM  | Theory             | INCOME TAX REVISION                              | LECTURE             | 7                        | ZOOM APP           | ASSIGNMEN T                | 2nd Year IVth Sem     |         | BCOM(CA) TM & EM    |

| S.No | Date       | Day      | Class / Medium   | Period / Time | Theory / Practical | Topic Covered  | Methodology Adopted  | No. of Students Attended | Teaching Aids Used | Student Activity Conducted | Course Year & Semeste | OD Type | Remarks               |
|------|------------|----------|------------------|---------------|--------------------|--|----------------------|--------------------------|--------------------|----------------------------|-----------------------|---------|-----------------------|
| 46   | 23-07-2021 | Friday   | Commerce English | 1 / 10:00 AM  | Theory             | THEORY & PRACTICE OF GST INPUT TAX CREDIT SET OFF        | LECTURE              | 6                        | ZOOM APP           | NOTES TAKEN                | 3rd Year Vth Sem      |         | BCOMGJTM & CA/EM      |
| 47   | 23-07-2021 | Friday   | Commerce English | 3 / 12:00 PM  | Theory             | COMMERCE LAB INSTRUCTIONS FOR LAB RECORD TO THE STUDENTS | LECTURE & DISCUSSION | 10                       | ZOOM APP           | RECORD WORK                | 3rd Year Vth Sem      |         | BCOMGJTM & (CA)EM     |
| 48   | 24-07-2021 | Saturday | Commerce English | 1 / 10:00 AM  | Theory             | GST REVISION   | LECTURE & DISCUSSION | 8                        | ZOOM APP           | ASSIGNMENT                 | 3rd Year Vth Sem      |         | BCOMGJTM & (CA)EM     |
| 49   | 24-07-2021 | Saturday | Commerce English | 2 / 11:00 AM  | Theory             | BOM REVISION   | LECTURE & DISCUSSION | 11                       | ZOOM APP           | DISCUSSION                 | 1st Year IInd Sem     |         | SEM - I EXAM REVISION |
| 50   | 24-07-2021 | Saturday | Commerce English | 4 / 13:30 PM  | Theory             | COMPANY LAW REVISION                                     | LECTURE & DISCUSSION | 7                        | ZOOM APP           | ASSIGNMENT                 | 3rd Year Vth Sem      |         | BCOMGJTM & (CA)EM     |
| 51   | 24-07-2021 | Saturday | Commerce English | 3 / 12:00 PM  | Theory             | INCOME TAX REVISION                                      | LECTURE & DISCUSSION | 6                        | ZOOM APP           | ASSIGNMENT                 | 2nd Year IVth Sem     |         | BCOMCA)TM & EM        |

Signature of the lecturer

Signature of the Department Incharge

*Chakraborty*  
Signature of the Principal  
**PRINCIPAL**

**MKR Govt. Degree College**  
DEVARAKONDA, NALGONDA DIST.