

LESSON PLAN (Odd Semester) Session 2025-26

Class: BBA -Sem.-I

Subject: BBA/MD/1/DSC/103 Business Environment

Name of Assistant / Associate Professors	Period	Topics to be covered	Academic activities to be organized	Topic of Assignments / Tests to be given to the students
Mr. Satish Kumar Days- (1-4)	up to 15 th Aug.	Business Environment: Nature, Components; Dynamics of Business Environment; Key Indicators; Environment Scanning		
	16 th Aug. to 31 st Aug.	Consumer Protection Act Role of Voluntary Organization in Protecting Consumer Rights		
	1 st Sept. to 15 th Sept.	Economic Reforms; Impact of Privatization, Liberalization, Globalization; Industrial Policy;		
	16 th Sept. to 30 th Sept.	Environment Protection Act - An Overview; Competition Bill 2001; Impact of Entry of MNC's.	Test Quiz Test	
	1 st Oct. to 15 th Oct.	Indian Planning System; Micro, Small and Medium Enterprises	Assignment Presentation	
	16 th Oct. to 31 st Oct.	Problems of Sick Industries and Remedies.	Test G.D.	
	1 st Nov. to 20 th Nov.	Intellectual Property Regime - An Overview; Influence of WTO on India's Economic Growth; Role of IMF and World Bank.	Assignment Quiz Test	

Satish Kumar

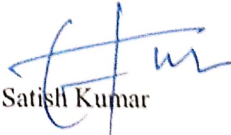
LESSON PLAN (Odd Semester) Session 2025-26

Class: BBA - Sem.-V & BBA:-III

Subject: Export Import Procedures and Documentation

Sem.-

Name of Assistant / Associate Professors	Period	Topics to be covered	Academic activities to be organized	Topic of Assignments / Tests to be given to the students
Mr. Satish Kumar Days-(1-6)	up to 15 th Aug.	Introduction: Meaning, Nature and Significance of Export Import Procedures and Documentation in International Trade; Procedures and Documentation as Trade Barriers;		
	16 th Aug. to 31 st Aug.	Export Strategy; Import Strategy Export Order Processing; Registration of Exporters; Export Contract; Export Price		
	1 st Sept. to 15 th Sept.	Quotations; Main Export Documents; Role of Forwarding Agents; Cargo Insurance and Claim Procedure.	Test Quiz Test	
	16 th Sept. to 30 th Sept.	Import Order Processing; Registration of Importers; Import Contract; Import Price Quotations;	Assignment Presentation	
	1 st Oct. to 15 th Oct.	Import Documents; Methods of Payment in International Trade; Collection of Export Bills; Provisions of RBI's Exchange Control Manual; Pre-shipment and Post-Shipment Finance.	Test G.D.	
	16 th Oct. to 31 st Oct.	Major Export Promotion Schemes in India EPCG, Duty Exemption Scheme; DPEB Scheme; Facility for Deemed Exports;	Assignment Quiz Test	
	1 st Nov. to 20 th Nov.	EPC; Commodity Boards; Role of EXIM Bank and ECGC; WTO Provisions regarding Export Import.	Test Quiz Test	


 Satish Kumar

LESSON PLAN (Odd Semester) Session 2025-26

Class: PGDBA

Sem-I

Subject : Fundamental of mgt. (Bridge course)

Name of Assistant / Associate Professors	Period	Topics to be covered	Academic activities to be organized	Topic of Assignments / Tests to be given to the students
Mr. Satish Kumar Days- (5-6)	up to 15 th Aug.	Management: Nature, Scope, Process and Significance; Management as an Art, Science and Profession; Management and Administration.		
	16 th Aug. to 31 st Aug.	Role and Skills of Managers; Principles of Management; Levels of Management; Contribution of F. W. Taylor and Henry Fayol.		
	1 st Sept. to 15 th Sept.	Planning: Meaning and Importance, Types of Plans, Planning Process; Decision Making: Concept, Nature, Types of Decision, Process and Techniques.		
	16 th Sept. to 30 th Sept.	Organizing: Nature, Process, Importance and Principles; Organizational Structure	Test Quiz Test	
	1 st Oct. to 15 th Oct.	Centralization and Decentralization, Delegation of Authority, Span of Control	Assignment Presentation	
	16 th Oct. to 31 st Oct.	Directing: Nature & Process; Controlling	Test G.D.	
	1 st Nov. to 20 th Nov.	Need and Process; Coordination and Communication.	Assignment Quiz Test	


 Satish Kumar

LESSON PLAN (Odd Semester) Session 2025-26

Class: B.Com/BA - Sem.-I

Subject : EVENT MANAGEMENT(BBA/MD/1/MDC/101)

Section:- A,B

Name of Assistant / Associate Professors	Period	Topics to be covered	Academic activities to be organized	Topic of Assignments / Tests to be given to the students
Mr. Satish Kumar Days- (4- 6)	Up to 10 sept.	Definition of Event Management, Need and Importance of Event Management, Principles		
	11 Sept.to10 Oct.	Educational and Corporate events; steps involved in Event Management Procedures, Preparing event proposal; Leadership Traits and characteristics.	Assignment Presentation	
			Test Quiz	
	11 oct to 20 Nov.	Crowd management, Major risks and emergency planning; Event Budget Different types of sponsorships, Strategic development and Implementation.		
			Test G.D.	

Satish Kumar 