

# GOVT. P.G. COLLEGE BHUNA (FATEHABAD)

## Department of Commerce

Class: B.Com. 4th Sem.

Subject :- Income Tax

Date	Week	Topic
11.1.2025	1st	Clubbing and aggregation of income,
12.1.2025 TO 19.1.2025	2nd	Provisions regarding set-off and carry forward of losses,
20.1.2025 TO 25.1.2025	3rd	Deductions under section 80C to 80U in computing Total Income
26.1.2025 TO 1.2.2025	4th	Deductions under section 80C to 80U in computing Total Income
2.2.2025 TO 8.2.2025	5th	<b>Computation of Total Income:</b> Computation of Total Income and Tax Liability of an Individual and H.U.F.
9.2.2025 TO 15.2.2025	6th	<b>Computation of Total Income:</b> Computation of Total Income and Tax Liability of an Individual and H.U.F.
16.2.2025 TO 22.2.2025	7th	<b>Computation of Total Income:</b> Computation of Total Income and Tax Liability of an Individual and H.U.F.
23.2.2025 TO 1.3.2025	8th	Computation of Total Income and Tax Liability of a Firm and Companies,
2.3.2025 TO 8.3.2025	9th	Computation of Total Income and Tax Liability of a Firm and Companies,
17.3.2025 TO 22.3.2025	10th	Income Tax Authorities and their powers, Appeals and Revision Penalties and Prosecutions
23.3.2025 TO 29.3.2025	11th	Procedure for Assessment; Assignment Submission
30.3.2025 TO 5.4.2025	12th	Different types of returns, Unit Test
6.4.2025 TO 12.4.2025	13th	Deduction of Tax at Source
13.4.2025 TO 19.4.2025	14th	Advance Payment of Tax
20.4.2025 TO 26.4.2025	15th	Recovery of Tax and Refund of Tax
27.4.2025 TO 30.4.2025	16th	Revision



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# GOVT. P.G. COLLEGE BHUNA (FATEHABAD)

Department of Commerce

Class: B.Com. 4th Sem.

Subject :- E-Commerce

Date	Week	Topic
11.1.2025	1st	Introduction: Electronic Commerce Framework, History, Basics and Tools of E-Commerce,
12.1.2025 TO 19.1.2025	2nd	Comparison of Web-based with Traditional Business; Growth of E-Commerce – Present and potential,
20.1.2025 TO 25.1.2025	3rd	E-Business: Meaning, Importance, Models Based on the Relationships of Transacting Parties (B2B, B2C, C2C and C2B), Present Status of E-Commerce in India
26.1.2025 TO 1.2.2025	4th	Technology used in E-commerce: The dynamics of World Wide Web and internet (meaning, evolution and features);
2.2.2025 TO 8.2.2025	5th	Designing, building and launching e-commerce website
9.2.2025 TO 15.2.2025	6th	E-payment System: Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures, payment gateways, risks involved in e-payments.
16.2.2025 TO 22.2.2025	7th	On-line Business Transactions: Meaning, purpose, advantages and disadvantages of transacting online,
23.2.2025 TO 1.3.2025	8th	E-commerce applications in various industries like {banking, insurance, payment of utility bills, online marketing, e-tailing (popularity, benefits, problems and features),
2.3.2025 TO 8.3.2025	9th	online services (financial, travel and career), auctions, online portal, online learning, publishing and entertainment} Online shopping (amazon, snapdeal, alibaba, flipkart, etc.)
17.3.2025 TO 22.3.2025	10th	Security and Encryption: Need and concepts, the e-commerce security environment:, security threats in the E-commerce environment
23.3.2025 TO 29.3.2025	11th	Technology solutions (Encryption, security channels of communication, protecting networks and protecting servers and clients)
30.3.2025 TO 5.4.2025	12th	IT Act 2000 and Cyber Crimes : IT Act 2000: Definitions, Digital signature,
6.4.2025 TO 12.4.2025	13th	Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities,
13.4.2025 TO 19.4.2025	14th	Digital signatures certificates, Duties of subscribers, Penalties and adjudication,
20.4.2025 TO 26.4.2025	15th	Appellate Tribunal, Offences and Cyber-crimes
27.4.2025 TO 30.4.2025	16th	Revision

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# GOVT. P.G. COLLEGE BHUNA (FATEHABAD)

Department of Commerce

Class: M.Com. 2nd Sem.

Subject :- Marketing

Date	Week	Topic
16.1.2025 TO 19.1.2025	1st	Nature and Scope of Marketing, Marketing Mix,
20.1.2025 TO 25.1.2025	2nd	Marketing Environment; Understanding 4 A's of Marketing,
26.1.2025 TO 1.2.2025	3rd	Marketing Information System, Marketing Research, Market Segmentation
2.2.2025 TO 8.2.2025	4th	Market targeting and Positioning, Product Lifecycle,
9.2.2025 TO 15.2.2025	5th	New Product development, Product Branding
16.2.2025 TO 22.2.2025	6th	Product Concept and classification
23.2.2025 TO 1.3.2025	7th	Product labeling, Packaging, Unit Test
2.3.2025 TO 8.3.2025	8th	Pricing decision, Factors affecting Pricing Decision
17.3.2025 TO 22.3.2025	9th	Setting the Price, Pricing strategies and Methods
23.3.2025 TO 29.3.2025	10th	Distribution Channel and Logistic management, Nature, types and role of Intermediaries, factors Influencing the channel selection,
30.3.2025 TO 5.4.2025	11th	intensity of market Coverage, Conflict Management, Channel behaviours and organization, Assignment Submission
6.4.2025 TO 12.4.2025	12th	Marketing System:- horizontal, vertical, Hybrid, Logistic management, elements of promotion Mix,
13.4.2025 TO 19.4.2025	13th	Factors influencing marketing Mix, Role of Advertising, Sales promotion, Personal Selling and Public relation
20.4.2025 TO 26.4.2025	14th	Holistic Marketing, Internal Marketing, Responsibility Marketing,
27.4.2025 TO 30.4.2025	15th	Green Marketing, Direct Marketing, network Marketing,
29.4.2025 TO 30.4.2025	16th	Event Marketing, Ethics in Marketing

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# GOVT. P.G. COLLEGE BHUNA (FATEHABAD)

## Department of Commerce

Class: M.Com. 4th Sem.

Subject :- E-Commerce

Date	Week	Topic
16.1.2025 TO 19.1.2025	1st	Technology and Infrastructure for E-Commerce: Framework of E-commerce; Network Infrastructure
20.1.2025 TO 25.1.2025	2nd	E-Commerce – Market Forces Influencing I-way, Network Access Equipment,
26.1.2025 TO 1.2.2025	3rd	Public Policy Issues Shaping the I-way; EDI - Applications in Business,
2.2.2025 TO 8.2.2025	4th	Legal, Security and Privacy Issues of EDI; Components of EDI Standards, ASC X12 and EDIFACT.
9.2.2025 TO 15.2.2025	5th	E-Commerce and Retailing: Changing Retail Industry Dynamics,
16.2.2025 TO 22.2.2025	6th	Mercantile Models from the Consumer's Perspective,
23.2.2025 TO 1.3.2025	7th	Management Challenges in Online Retailing. Intranets and Customer Asset Management:
2.3.2025 TO 8.3.2025	8th	Customer Asset Management, Online Sales Force, Online Customer Service and Support, Technology and Marketing Strategy
17.3.2025 TO 22.3.2025	9th	Intranets and Manufacturing: Integrated Logistics, Agile Manufacturing,
23.3.2025 TO 29.3.2025	10th	Emerging Business Requirements, Manufacturing Information Systems, Intranet-based Manufacturing,
30.3.2025 TO 5.4.2025	11th	Logistics Management. E-Commerce and Online Publishing: Why Online Publishing,
6.4.2025 TO 12.4.2025	12th	Online Publishing approaches, Advertising and Online Publishing.
13.4.2025 TO 19.4.2025	13th	E-Commerce and Banking: Changing Dynamics in the Banking Industry
20.4.2025 TO 26.4.2025	14th	Home Banking Implementation Approaches, Management Issues in Online Banking.
27.4.2025 TO 30.4.2025	15th	Intranets and Corporate Finance: An Introduction, Financial Systems, Financial Intranets,
29.4.2025 TO 30.4.2025	16th	Software Modules in Financial Information Systems, Human Resource Management Systems, Size/Structure of Financial Software Market.

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# GOVT. P.G. COLLEGE BHUNA (FATEHABAD)

Department of Commerce

Class: M.Com./M.A 4th Sem.

Subject :- Communication Skill

Date	Week	Topic
16.1.2025 TO 19.1.2025	1st	Communication: Meaning, Process, Need, Objectives and Importance;
20.1.2025 TO 25.1.2025	2nd	Barriers in Communication; Guidelines for Effective Communication;
26.1.2025 TO 1.2.2025	3rd	7 C's of Communication, Ethics in communication.
2.2.2025 TO 8.2.2025	4th	Types of Communication: Verbal - Oral and Written Communication,
9.2.2025 TO 15.2.2025	5th	Non-verbal - Kinesics, Proxemics and Para Language;
16.2.2025 TO 22.2.2025	6th	Modern forms of Communication, Cross Cultural Communication.
23.2.2025 TO 1.3.2025	7th	Audience Analysis, Writing Skills,
2.3.2025 TO 8.3.2025	8th	Listening Skills
17.3.2025 TO 22.3.2025	9th	Speaking Skills, Assignment Submission
23.3.2025 TO 29.3.2025	10th	Presentation Skills,
30.3.2025 TO 5.4.2025	11th	Negotiation Skills Unit Test
6.4.2025 TO 12.4.2025	12th	Internal Communication: Memo, Notice, Circular, Order and Proposal
13.4.2025 TO 19.4.2025	13th	Report-Writing; Agenda and Minutes of the Meeting
20.4.2025 TO 26.4.2025	14th	External Communication: Meaning, Layout, Parts and features of Business letter.
27.4.2025 TO 30.4.2025	15th	Revision
29.4.2025 TO 30.4.2025	16th	Revision

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