







# VIVEKANAND COLLEGE, KOLHAPUR.

## STATEMENT OF SYLLABUS COVERED

Year : 2018 - 2019

Term : I<sup>st</sup> / II<sup>nd</sup>

BBA I<sup>st</sup> Year

Name of the Teacher : Ms. Pooja Dudhgaravakar

Department : BBA Principles of management

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA I	Principle of management	Unit I - Management	100% covered	-	<u>Set/100%</u>
		Unit II Contribution to words management	100% covered	-	<u>Set/100%</u>
		Unit III <sup>planning</sup> <del>control</del> controlling decision making	100% covered	-	<u>Set/100%</u>
		Unit IV Organising & Staffing	100% covered	-	<u>Set/100%</u>

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Year : 2018 - 2019

Term : I<sup>st</sup> / II<sup>nd</sup>

BBA 1<sup>st</sup> Year

- BBA -  
Financial

Name of the Teacher : Ms. Pooja Dudhgaravakar

Department : Accounting

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA 1 <sup>st</sup> Year	Financial Accounting	Unit I Introduction to Accounting	100% covered	-	Syllabus
		Unit II -	100% covered	-	Syllabus
		Unit III. Trial Balance	100% covered	-	Syllabus
		Unit IV. Final Accounts-	100% covered	-	Syllabus



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## STATEMENT OF SYLLABUS COVERED

Year : 2018 - 2019

Term : I<sup>st</sup> / II<sup>nd</sup>

BBA  
Entrepreneurship  
development

Name of the Teacher : Ms. Pooja Dudhgarakars

Department : \_\_\_\_\_

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA II <sup>nd</sup> Year	Entrepreneurship development	Unit I. Entrepreneurship	100% covered	—	<u>signature</u>
		Unit II. Entrepreneurship	100% covered	—	<u>signature</u>
		Unit III women entrepreneurship	100% covered	—	<u>signature</u>
		Unit IV small & medium enterprises	100% covered	—	<u>signature</u>





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Year : 2018 - 2019

Term : I<sup>st</sup> / II<sup>nd</sup>

BBA II<sup>nd</sup> Year  
 BBA. subject -  
 Cost & management  
 Accounting

Name of the Teacher : Ms. Pooja Dudhghavakar

Department : Accounting

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA III <sup>rd</sup>	Co Management Accounting	Unit I Introduction to management	100%. Covered	-	<u>Syllabus</u>
		Unit II Budget & budgetary control	100%. Covered	-	<u>Syllabus</u>
		Unit III marginal costing	100%. Covered	-	<u>Syllabus</u>
		Unit IV Standard costing	100%. Covered	-	<u>Syllabus</u>



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Year : 2018 - 2019

Term : I<sup>st</sup> / II<sup>nd</sup>

BBA III<sup>rd</sup> year

BBA -  
Financial Management

Name of the Teacher :

Ms. Pooja Dudhgaonkar

Department :

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA III <sup>rd</sup> Year	Financial management	Unit I - Nature of Financial management	100% covered	-	<del>Separate</del>
		Unit II Financial planning	100% covered	-	<del>Separate</del>
		Unit III working capital	100% covered	-	<del>Separate</del>
		Unit IV operating & Financial leverage	100% covered	-	<del>Separate</del>

























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## STATEMENT OF SYLLABUS COVERED

Year : 2018 - 20 19

Term : I<sup>st</sup> / II<sup>nd</sup>



Name of the Teacher : Mrs. P.S. Jagtap

Department : BBA

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA II	Production	Unit 1. Production			
Years	Management	Management	100% Covered		Jr
		Unit 2 - Factory Planning	100% Covered		Jr
		Unit 3 - Production planning & Control	100% Covered		Jr
		Unit 4 - Plant Maintenance.	100% Covered.		Jr









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Year : 2018 - 20 19

Term : I<sup>st</sup> / II<sup>nd</sup>



Name of the Teacher : Mr. P. S. Jagtap

Department : BBA .

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA	Management	Unit I -			✓
II	of	Services	100% Covered		
Year	Business	Unit II -			✓
	Services	Service marketing	100% Covered		
		Unit III			✓
		Management of Banking services	100% Covered		
		Unit IV			✓
		Management of Hotel services	100% Covered		



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## STATEMENT OF SYLLABUS COVERED

Year : 20 - 20

Term : 1<sup>st</sup> / 1<sup>st</sup>



Name of the Teacher : Mr. P. S. Jagtap

Department : BBA

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA III years	Foundation of Human Skills .	Unit I New skills in Management	100% Covered		<i>[Signature]</i>
		Unit II Understanding Self and others	100% Covered		<i>[Signature]</i>
		Unit III Human attitudes & values	100% Covered		<i>[Signature]</i>
		Unit IV Communication	100% Covered		<i>[Signature]</i>



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Term : I<sup>st</sup> / II<sup>nd</sup>

Name of the Teacher : Mr. P. S. Jagtap

Department : BBA



Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA	Marketing	Unit I .			
I <sup>st</sup>	Management	- Introduction to Marketing	100% - covered		✓
Year		Unit II .			
		Types of Marketing	100% - covered		✓
		Unit III - Consumer Behaviour	100% - covered		✓
		Unit IV			
		Market segmentation	100% - covered .		✓





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Name of the Teacher : Mrs. P.S. Jagtap

Department : BBA

Class	Subject	Syllabus Assigned	Syllabus Covered	Syllabus Not to Covered	Remarks
BBA	Human	Unit I			
I <sup>st</sup>	Resource	Human Resource	100% Covered		A
Year	Management	management			
		Unit II			
		Human Resource	100% Covered		A
		Planning			
		Unit III			
		Recruitment &	100% Covered		A
		selection.			
		Unit IV			
		International	100% Covered.		A
		HRM.			

