

Semester: 6TH

Subject : PR 1 SEMINAR

Name of the Faculty : BARSAPATTNAYAK

Semester from Date : 29/1/2024 to 13/5/2024

SL NO	WEEK/Month	No. Of Days/per week class allotted :	Topic to be covered
1	1st	1st	What is seminar?
2		2nd	What is seminar?
3		3rd	What is seminar?
4		4th	What is seminar?
5	2nd	1st	What is seminar?
6		2nd	What is seminar?
7		3rd	What is seminar?
8		4th	What is seminar?
9	3rd	1st	What is Group discussion?
10		2nd	What is Group discussion?
11		3rd	What is Group discussion?
12	4th	1st	What is Group discussion?
13		2nd	What is Group discussion?
14		3rd	What is Group discussion?
15	5th	1st	What is Group discussion?
16		2nd	Feature of GD.
17		3rd	Feature of GD
18		4th	Feature of GD
19	6th	1st	Feature of GD
20		2nd	Feature of GD
21		3rd	Topic presentation(Economics)
22		4th	Topic presentation(Economics)
23	7th	1st	Topic presentation(Economics)
24		2nd	Topic presentation(Economics)
25		3rd	Topic presentation(Economics)
26	8th	1st	Group discussion
27		2nd	Group discussion
28		3rd	Group discussion
29		4th	Topic presentation(Politics)
30	9th	1st	Topic presentation(Politics)
31		2nd	Topic presentation(Politics)
32		3rd	Topic presentation(Politics)
33	10th	1st	Topic presentation(Politics)
34		2nd	Group discussion

35		3rd	Group discussion
36		4th	Group discussion
37	11th	1st	Group discussion
38		2nd	Topic presentation(Finance)
39		3rd	Topic presentation(Finance)
40		4th	Topic presentation(Finance)
41	12th	1st	Topic presentation(Finance)
42		2nd	Topic presentation(Finance)
43		3rd	Topic presentation(Finance)
44		4th	Group discussion
45	13th	1st	Group discussion
46		2nd	Group discussion
47		3rd	Group discussion
48		4th	Group discussion
49	14th	1st	Topic presentation(General Issues)
50		2nd	Topic presentation(General Issues)
51	15th	1st	Topic presentation(General Issues)
52		2nd	Topic presentation(General Issues)
53		3rd	Group discussion

Signature of Subject Teacher

Baer Pelling

Lesson Plan Summer 2024

Semester: 6th

Subject : PR 3 Project Phase II

Name of the Faculty : Barsha Pattanayak & Rajani Kanta Choudhury

Semester from Date : 29/1/2024 to 13/5/2024

	WEEK/ Month	No. Of Days/per week class allotted :	Topic to be covered
1	1st	1st	Introduction about Project Report
2		2nd	Need of Project Report preparation
3		3rd	Preliminary preparation before preparation of project report.
4		4th	Cover Page of Project Report
5		5th	Contents of Cover Page
6	2nd	1st	Arrangement of contents of cover page
7		2nd	Designing cover page of the project report
8		3rd	Putting logo of the institute , affiliating body of examination, external organisation etc
9		4th	Logo alignment with text
10		5th	Inner page contents
11	3rd	1st	Certificate page writing skill
12		2nd	Certificate page contents, purpose etc
13		3rd	Essential contents of certificate page
14		4th	Signature alignment of certificate page
15		5th	Sharing of sample project reports
16	4th	1st	Finding changes in some project reports
17		2nd	Points to be undertaken while choosing a particular project report
18	5th	1st	Online search of different project reports
19		2nd	Finding differences in different project reports
20		3rd	Finalisation of cover page design, certificate pages.
21		4th	Index page
22		5th	Designing of index page
23	6th	1st	Contents of index page
24		2nd	Points to be considered while preparing index page
25		3rd	Start and end point of index page
26		4th	Finalisation of index page writing style

27		5th	Chapterwise arrangement of project report
28	7th	1st	Deciding suitable nos of chapters for the project report
29		2nd	Arrangement of chapters on a systematic procedure
30		3rd	Finalisation of chapters for the project report
31		4th	Theoretical information required for the project report
32		5th	Various areas to be chosen for the purpose of writing, analysis, etc
33	8th	1st	Contents of Chapter 1 of the project report
34		2nd	Use of bullets and numbers in the chapter
35		3rd	Start and end point of chapter 1
36		4th	Finalisation of details regarding writing for chapter 1
37		5th	Use of Tables and Graphs
38	9th	1st	Need of preparation of tables
39		2nd	Need of preparation of graphs
40		3rd	Contents of a Table
41		4th	Suitable heading for tables
42		5th	Numbering of tables
43	10th	1st	Graphs
44		2nd	Use of graphs in project report
45		3rd	Need of use of graphs
46		4th	Different types of graphs
47		5th	Minimum contents of a graph like sl no, heading etc
48	11th	1st	Diagrams
49		2nd	Use of diagrams for project report
50		3rd	Types of diagrams
51		4th	Choosing a suitable diagram on the basis of data
52		5th	Color combination to make attractive of the graphs
53	12th	1st	Color combination to make attractive of the diagrams
54		2nd	Paragraph
55		3rd	Paragraph settings for the project report
56		4th	Numbering of different heads and sub-heads of the report
57		5th	Different types of numbering system can be followed

58	13th	1st	Developing of use of ideas for numbering and use of bullets in the project report
59		2nd	Data
60		3rd	Availability of data for the project
61		4th	Use of available data in a suitable way
62		5th	Different methods to present the available data
63	14th	1st	Online search of data/ information , if required
64		2nd	Discussion regarding proper use of data
65		3rd	Conclusion and Suggestions
66		4th	Meaning of writing conclusion in a project report
67		5th	What points to be considered while writing conclusion for the project report
68	15th	1st	What points to be omitted from conclusion writing
69		2nd	Approximate nos. of pages of conclusion chapter
70		3rd	Suggestion writing
71		4th	Points to be considered while writing suggestion pages

Baasa Pattnayak
Rajani Kant Choudhury

Lesson Plan Summer 2024

Semester: 6TH

Subject : LIFE SKILL

Name of the Faculty : Barsha Patttnayak

Semester from Date : 29/1/2024 to 13/5/2024

Sl No	WEEK/Month	No. Of Days/per week class	Topic to be covered
1	1st	1st	Society, Social Structure, Develop Sympathy and Empathy SWOT Analysis – Concept, How to make use of SWOT analysis.
2		2nd	Inter personal Relation: Sources of conflict, Resolution of conflict , Ways to enhance interpersonal relation
3	2nd	1st	Identify and clarify the problem
4		2nd	Information gathering related to problem
5	3rd	1st	Evaluate the evidence
6		2nd	Consider alternative solutions and their implications
7	4th	1st	Choose and implement the best alternative
8		2nd	Review
9	5th	1st	Problem solving techniques:1) Trial and error, 2) Brain storming, 3) Lateral (Out of Box) thinking
10		2nd	• Body language , Dress like the audience
11	6th	1st	• Posture, Gestures, Eye contact and facial expression.
12		2nd	• STAGE FRIGHT, Voice and language – Volume, Pitch, Inflection, Speed, Pause Pronunciation, Articulation, Language, Practice of speech.
13	7th	1st	Use of AV aids such as Laptop with LCD projector, white board etc
14		2nd	Group Discussion : Introduction to group discussion, Ways to carry out group discussion
15		1st	Parameters— Contact, body language, analytical and logical thinking, decision making

16	8th	2nd	Interview Technique: Dress, Posture, Gestures, facial expression, Approach Tips for handling common questions.
17	9th	1st	Understand and work within the dynamics of a groups.
18		2nd	Tips to work effectively in teams, Establish good rapport, interest with others and work effectively with them to meet common objectives.
19	10th	1st	Tips to provide and accept feedback in a constructive and considerate way , Leadership in teams, Handling frustrations in group.
20		2nd	Introduction, Task identification, Task planning , organizing and execution, Closing the task
21	11th	1st	SWOT Analysis:- Analyze yourself with respect to your strength and weaknesses, opportunities and threats. Following points will be useful for doing SWOT. a) Your past experiences,
22		2nd	b) Achievements
23	12th	1st	c) Failures
24		2nd	d) Feedback from other sets.
25	13th	1st	Solve the True life problem assigned by the Teacher
26		2nd	Working in a Team

Signature of Subject Teacher

Barela Pattasayak

Lesson Plan Summer 2024

Semester: 6TH Subject : TH 2 INCOME TAX LAW AND PRACTICE Name of the Faculty : BARS PATNAYAK Semester from Date : 29/1/2024 to 13/05/2024				
Sl No	WEEK/ Month	No. Of Days/per week class allotted : 05	No. Of Date/per week class allotted : 05 Date	Topic to be covered
1	1st	1st	14.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN)
2		2nd	15.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN)
3		3rd	15.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number
4		4th	17.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN)
5		5th	17.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN)
6	2nd	1st	21.2.2023	Income, Agricultural Income, Person, Assessee, Assessment Year, Previous Year, Gross Total Income, Maximum Marginal Rate of Tax, Permanent Account Number (PAN)
7		2nd	22.2.2023	1.2 Residential Status : Scope of total income on the basis of residential status
8		3rd	22.2.2023	Residential Status : Scope of total income on the basis of residential status

9		4th	24.2.2023	Residential Status : Scope of total income on the basis of residential status
10		5th	24.2.2023	Residential Status : Scope of total income on the basis of residential status
11	3rd	1st	28.2.2023	Residential Status : Scope of total income on the basis of residential status
12		2nd	1.3.2023	Exempted income under Section 10
13		3rd	1.3.2023	Exempted income under Section 10
14		4th	3.3.2023	Exempted income under Section 10
15		5th	3.3.2023	Exempted income under Section 10
16	4th	1st	10.3.2023	Exempted income under Section 10
17		2nd	10.3.2023	Salaries
18		1st	14.3.2023	Salaries
19		2nd	15.3.2023	Salaries
20	5th	3rd	15.3.2023	Salaries
21		4th	17.3.2023	Salaries
22		5th	17.3.2023	Salaries
23		1st	21.3.2023	Salaries
24	6th	2nd	22.3.2023	Salaries
25		3rd	22.3.2023	Income from House Property
26		4th	24.3.2023	Income from House Property
27		5th	24.3.2023	Income from House Property
28	7th	1st	28.3.2023	Income from House Property
29		2nd	31.3.2023	Income from House Property
30		3rd	31.3.2023	Profits & Gains of business or profession
31	8th	1st	4.4.2023	Profits & Gains of business or profession
32		2nd	5.4.2023	Profits & Gains of business or profession
33		3rd	5.4.2023	Profits & Gains of business or profession
34	9th	1st	11.4.2023	Profits & Gains of business or profession
35		2nd	12.4.2023	Capital Gains
36		3rd	12.4.2023	Capital Gains
37		1st	18.4.2023	Capital Gains
38		2nd	19.4.2023	Capital Gains
39	10th	3rd	19.4.2023	Capital Gains
40		4th	21.4.2023	Income from Other Sources
41		5th	21.4.2023	Income from Other Sources
42	11th	1st	25.4.2023	Income from Other Sources
43		2nd	26.4.2023	Income of other persons included in Assessee's total income
44		3rd	26.4.2023	Aggregation of Income
45		4th	28.4.2023	Aggregation of Income

46		5th	28.4.2023	Aggregation of Income
47	12th	1st	2.5.2023	Set- off and carry forward of losses
48		2nd	3.5.2023	Set- off and carry forward of losses
49		3rd	3.5.2023	Set- off and carry forward of losses
50	13th	1st	9.5.2023	Deductions from Gross Total Income
51		2nd	10.5.2023	Rebates & Relief
52		3rd	10.5.2023	Rebates & Relief
53		4th	12.5.2023	Rebates & Relief
54		5th	12.5.2023	Tax Liability of Individual and Firm
55	14th	1st	16.5.2023	Tax Liability of Individual and Firm
56		2nd	17.5.2023	Tax Liability of Individual and Firm
57		3rd	17.5.2023	Preparation of return of income
58	15th	1st	23.5.2023	Preparation of return of income

Signature of Subject Teacher

Baesa Patthayak

Semester: 4TH

Subject : PR 1 SEMINAR

Name of the Faculty : BARSAPATTNAYAK

Semester from Date : 29/1/2024 to 13/5/2024

SL NO	WEEK/Month	No. Of Days/per week class allotted :	Topic to be covered
1	1st	1st	What is seminar?
2		2nd	What is seminar?
3		3rd	What is seminar?
4		4th	What is seminar?
5	2nd	1st	What is seminar?
6		2nd	What is seminar?
7		3rd	What is seminar?
8		4th	What is seminar?
9	3rd	1st	What is Group discussion?
10		2nd	What is Group discussion?
11		3rd	What is Group discussion?
12	4th	1st	What is Group discussion?
13		2nd	What is Group discussion?
14		3rd	What is Group discussion?
15	5th	1st	What is Group discussion?
16		2nd	Feature of GD.
17		3rd	Feature of GD
18		4th	Feature of GD
19	6th	1st	Feature of GD
20		2nd	Feature of GD
21		3rd	Topic presentation(Economics)
22		4th	Topic presentation(Economics)
23	7th	1st	Topic presentation(Economics)
24		2nd	Topic presentation(Economics)
25		3rd	Topic presentation(Economics)
26	8th	1st	Group discussion
27		2nd	Group discussion
28		3rd	Group discussion
29		4th	Topic presentation(Politics)
30	9th	1st	Topic presentation(Politics)
31		2nd	Topic presentation(Politics)
32		3rd	Topic presentation(Politics)
33	10th	1st	Topic presentation(Politics)
34		2nd	Group discussion

35		3rd	Group discussion
36		4th	Group discussion
37	11th	1st	Group discussion
38		2nd	Topic presentation(Finance)
39		3rd	Topic presentation(Finance)
40		4th	Topic presentation(Finance)
41	12th	1st	Topic presentation(Finance)
42		2nd	Topic presentation(Finance)
43		3rd	Topic presentation(Finance)
44		4th	Group discussion
45	13th	1st	Group discussion
46		2nd	Group discussion
47		3rd	Group discussion
48		4th	Group discussion
49	14th	1st	Topic presentation(General Issues)
50		2nd	Topic presentation(General Issues)
51	15th	1st	Topic presentation(General Issues)
52		2nd	Topic presentation(General Issues)
53		3rd	Group discussion

Signature of Subject Teacher

Balraj Pattnayak

Lesson Plan Summer 2024

Semester: 2nd

Subject : TH 3 Business Statistics

Name of the Faculty : Barsha Pattanayak

Semester from Date : 29/1/2024 to 13/5/2024

Sl No	WEEK/ Month	No. Of Days/per week class allotted : 05	Topic to be covered
1	1st	1st	Statistics as a subject, definition
2		2nd	Statistics as a subject, definition
3		3rd	Statistics as a subject, definition
4		4th	Importance and Limitations of Statistics
5		5th	Types, of Data, Collection of Data
6	2nd	1st	Types, of Data, Collection of Data
7		2nd	Graphical Presentations of Data
8		3rd	Graphical Presentations of Data
9	3rd	1st	Different Types of Graphs and their Uses
10		2nd	Different Types of Graphs and their Uses
11		3rd	Construction of a Frequency Distribution
12		4th	Construction of a Frequency Distribution
13	4th	1st	Concept of Central Tendency and Dispersion and their Measures
14		2nd	Concept of Central Tendency and Dispersion and their Measures
15		3rd	Mean, Median, Mode, Geometric Mean, Harmonic Mean
16		4th	Mean, Median, Mode, Geometric Mean, Harmonic Mean
17	5th	1st	Mean Deviation
18		2nd	Mean Deviation
19		3rd	Standard Deviation
20		4th	Standard Deviation

21	6th	5th	Regression Theory
22		1st	Regression Problems
23		2nd	Regression Problems
24		3rd	Regression Problems
25		4th	Correlation Analysis Theory
26	7th	1st	Correlation Analysis Theory
27		2nd	Correlation Analysis Problems
28		3rd	Correlation Analysis Problems
29		4th	Correlation Analysis Problems
30		5th	Meaning, Types and Uses Methods of Constructing Price and Quantity Indexes
31	8th	1st	Meaning, Types and Uses Methods of Constructing Price and Quantity Indexes
32		2nd	Chain- Base Index Numbers, Base Shifting
33		3rd	Chain- Base Index Numbers, Base Shifting
34		4th	Chain- Base Index Numbers, Base Shifting
35		5th	Chain- Base Index Numbers, Base Shifting
36	9th	1st	Problems in Constructing Index Numbers
37		2nd	Problems in Constructing Index Numbers
38		3rd	Problems in Constructing Index Numbers
39		4th	Problems in Constructing Index Numbers
40	10th	1st	Consumer Price Index
41		2nd	Consumer Price Index
42		3rd	Meaning, Causes of numbers in Time Series
43		4th	Meaning, Causes of numbers in Time Series
44		5th	Data Components a Time Series, Determination of Trend

60		4th	Methods and link relative methods
61	15th	1st	Methods and link relative methods
62		2nd	Methods and link relative methods

Signature of Subject Teacher

Balsa Pattanayak

Lesson Plan Summer 2024

Semester: 2nd

Subject : TH 4 Business Law

Name of the Faculty : Barsa Pattanayak

Semester

from Date : 29/1/2024 to 13/5/2024

Sl No	WEEK/Month	No. Of Days/per week class allotted : 05	Topic to be covered
1	1st	1st	Contract – meaning, Characteristics and kinds
2		2nd	Contract – meaning, Characteristics and kinds
3		3rd	Contract – meaning, Characteristics and kinds
4		4th	Essentials of valid contract - Offer and acceptance, consideration, Contractual capacity, free consent, legality of objects.
5		5th	Essentials of valid contract - Offer and acceptance, consideration, Contractual capacity, free consent, legality of objects.
6	2nd	1st	Essentials of valid contract - Offer and acceptance, consideration, Contractual capacity, free consent, legality of objects.
7		2nd	Void agreements
8		3rd	Void agreements
9		4th	Void agreements
10		5th	Void agreements
11	3rd	1st	Discharge of contract – modes of discharge including breach and its remedies.
12		2nd	Discharge of contract – modes of discharge including breach and its remedies.
13		3rd	Discharge of contract – modes of discharge including breach and its remedies.
14		4th	Contingent contracts, Quasi – contracts

15		5th	Contingent contracts, Quasi – contracts
16	4th	1st	Contract of sale, meaning and difference between sale and agreement to sell.
17		2nd	Contract of sale, meaning and difference between sale and agreement to sell.
18		3rd	Contract of sale, meaning and difference between sale and agreement to sell.
19		4th	Contract of sale, meaning and difference between sale and agreement to sell.
20		5th	Conditions and warranties
21	5th	1st	Conditions and warranties
22		2nd	Conditions and warranties
23		3rd	Conditions and warranties
24		4th	Conditions and warranties
25		5th	Transfer of ownership in goods including sale by non-owners
26	6th	1st	Transfer of ownership in goods including sale by non-owners
27		2nd	Transfer of ownership in goods including sale by non-owners
28		3rd	Performance of contract of sale
29		4th	Performance of contract of sale
30		5th	Performance of contract of sale
31	7th	1st	Performance of contract of sale
32		2nd	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
33		3rd	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
34		4th	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
35		5th	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
36		1st	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
37		2nd	Contract of sale, meaning and difference between sale and agreement to sell.

38	8th	3rd	Contract of sale, meaning and difference between sale and agreement to sell.
39		4th	Contract of sale, meaning and difference between sale and agreement to sell.
40		5th	Contract of sale, meaning and difference between sale and agreement to sell.
41	9th	1st	Conditions and warranties
42		2nd	Conditions and warranties
43		3rd	Conditions and warranties
44		4th	Transfer of ownership in goods including sale by non-owners
45		5th	Transfer of ownership in goods including sale by non-owners
46	10th	1st	Transfer of ownership in goods including sale by non-owners
47		2nd	Performance of contract of sale
48		3rd	Performance of contract of sale
49		4th	Performance of contract of sale
50		5th	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
51	11th	1st	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
52		2nd	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.
53		3rd	Nature and Characteristic of Partnership
54		4th	Nature and Characteristic of Partnership
55		5th	Nature and Characteristic of Partnership
56	12th	1st	Registration of Firms
57		2nd	Registration of Firms
58		3rd	Registration of Firms
59		4th	Types of Partners, Rights and Duties of Partners
60		5th	Types of Partners, Rights and Duties of Partners
61	13th	1st	Types of Partners, Rights and Duties of Partners
62		2nd	Implied Authority of a Partner
63		3rd	Implied Authority of a Partner

64	14th	1st	Mode of Dissolution of Partnership
65		2nd	Meaning and Characteristics of Negotiable Instruments : Promissory Note, Bill of Exchange, Cheque
66		4th	Holder and Holder in due Course, Privileges of Holder in Due Course.
67		5th	Negotiation : Types of Endorsements
68	15th	1st	Negotiation : Types of Endorsements
69		2nd	Crossing of Cheque
70		3rd	Bouncing of Cheque
Signature of Subject Teacher			

Baasa Pattnayak