

**F.Y.B.COM SEM-1**

**MODERN BUSINESS PRACTICES (DEPARTMENT OF COMMERCE)**

**PROF. J. I. DESAI**

JUNE 2024	UNIT-1 MANAGERIAL FUNDAMENTALS
JULY 2024	UNIT-2 PLANNING, STRATEGIC PLANNING AND DECISION MAKING
AUGUST 2024	UNIT-3 ORGANIZING & ORGANIZATION STRUCTURE UNIT-4 ENTREPRENEURSHIP DEVELOPMENT
SEPTEMBER 2024	UNIT-5 DIRECTING, LEADERSHIP, CO-ORDINATION UNIT-6 DIGITAL PRESENCE
OCTOBER 2024	INTERNAL EXAM

**T.Y.B.COM SEM-5**

**BUSINESS ADMINISTRATION-V (DEPARTMENT OF COMMERCE)**

**PROF. J. I. DESAI**

JUNE 2024	UNIT-1 FINANCIAL MANAGEMENT 1.1 OVERVIEW OF FINANCIAL MGT.
JULY 2024	UNIT-1.2 FINANCIAL PLANNING 1.3 CAPITALISATION & CAPITAL STRUCTURE
AUGUST 2024	UNIT-1.4 WORKING CAPITAL UNIT-2 CORPORATE SOCIAL RESPONSIBILITY
SEPTEMBER 2024	UNIT-3 MODERN OFFICE MANAGEMENT 3.1 OFFICE & OFFICE MANAGEMENT 3.2 MANAGEMENT OF RECORD AND FILING
OCTOBER 2024	INTERNAL EXAM