

“Let COVID-19 not stop learning”

Name of the Department: PG Department of Commerce and Business Management

Class: B.B.A. I

Name of the Teacher	Subject	Name of the Topic	Web Link/ PDF link/ Any other material supplied
Ms. Tamana Sethi	Financial Management	<ul style="list-style-type: none"> • Capital Structure: Concept and its practical questions • Dividend Policy: Concept, factors and its theories • Working Capital Management: Concept, types, factors and practical questions • Leverages 	<p>https://youtu.be/MEredMjzGU</p> <p>https://youtu.be/_ukZ_ICCVWw https://youtu.be/0dUtO-ISpdo https://youtu.be/n7941TGBDX8</p> <p>https://youtu.be/ZXumMzsgubc https://youtu.be/aqkp6ieN5Ts</p> <p>https://youtu.be/OWUearPy1cY https://youtu.be/Gh5Oi3eVHsg</p>
Dr. Shallu Mehta	Managerial & Soft Skills	<ul style="list-style-type: none"> • Body Language • Emotional Intelligence • Verbal and Non verbal communication • E-mail etiquettes • stress management • Negotiation skills • Leadership skills • Public speaking • Team building • Resume writing • career planning • Listening skills • Interview • Group discussion • workplace ethics • Reading skills 	<p>https://youtu.be/sEwLobDeb1I https://youtu.be/ltZlyRUnkiY https://youtu.be/T4viVOQbecM https://youtu.be/kTyDIOyfUpE https://youtu.be/QZaQikM6M_I https://www.slideshare.net/mobile/WalidEltreby/basic-negotiation-skills https://www.slideshare.net/mobile/Imprintcenter/leadership-skills-5411247 https://www.slideshare.net/mobile/nandapalit/effective-public-speaking-47996789 https://www.slideshare.net/mobile/BolaOlukayodeCharles/team-building-presentation-54252268 https://youtu.be/XB8oozdHb9I https://www.slideshare.net/mobile/Uturekry/career-planning-and-job-seeking-71849147 https://www.slideshare.net/mobile/Bilal051/active-listening-56238479 https://www.slideshare.net/mobile/sarapadne/interview-11039826 https://www.slideshare.net/mobile/sekharKls/group-discussion-ppt https://youtu.be/DxWDtTIWdkE https://www.slideshare.net/mobile/fernandopez/the-reading-skills</p>

Ms. Pallavi	Psychology for Managers	<ul style="list-style-type: none"> • Attitude and values • Emotional intelligence • Organizational culture • Transactional analysis • Personality • Perception • Motivation 	https://www.slideshare.net/chetanmahoor/kar/value-and-attitude https://www.slideshare.net/RavikeerthiRao/emotional-intelligence-56453582 https://www.slideshare.net/Knight1040/organizational-culture-9608857 https://www.slideshare.net/kottikkal/transactional-analysis-12807388 https://www.slideshare.net/Jyothi19587/motivation-ppt-9434441 https://www.slideshare.net/premalgangar/personality-2676266 https://www.slideshare.net/sheenumba9/perception-5380735
Ms. Prabhsimran	Business Laws	<ul style="list-style-type: none"> • Provisions regarding safety • Remedies for breach of contract • Rights and duties of bailor and Bailee • Contract of indemnity • Creation of Agency • Termination of Agency • Rights of Unpaid seller 	https://youtu.be/i2pMj8_00_k https://youtu.be/4ijNDc_6mEA https://youtu.be/iYmXR9Yqn3Y Business Laws PDF Notes Folder

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Class: B.B.A. II

Name of the Teacher	Subject	Name of the Topic	Web Link/ PDF link/ Any other material supplied
Ms. Tamana Sethi	HRM	<ul style="list-style-type: none"> • Placement and Induction • Promotions and transfers • Training and development • HRM Environment • HRM information system • HRM policies • HRM auditing • HRM records and report • HRM nature and scope • HRM challenges • HRM succession planning • HRM recruitment • HRM selection 	https://youtu.be/dXLodYDT9fc https://youtu.be/BnSM4tvfqck https://youtu.be/vCddR5S4uFU https://youtu.be/8KOOJCjQ6T4 https://youtu.be/LefKW4MSV2U https://youtu.be/gggUbjBU3Ts https://youtu.be/xAyRV9q5_CU https://www.slideshare.net/mobile/prernaagarwal1201/hr-policies-72047288 https://youtu.be/hWySDWSRE3c https://youtu.be/4qpZH9xwwOc https://youtu.be/_2fYMIB6jhM https://youtu.be/wi9BD1V65rM https://youtu.be/c86a-87u7b0 https://youtu.be/Bj_GhtfwfHc https://youtu.be/PvK7XnEoy9U https://youtu.be/GJfn55cMUby
Mr. Vivek Sharma	Research Methodology	<ul style="list-style-type: none"> • Hypothesis Testing • Problems Encountered by Researchers in India • Measurement & Scaling • Role of Computers in Research • Data Analysis & Interpretation • Report Writing • Chi-Square • Review of Literature • Typical Exam Question Solution • T-Test • Research Proposal 	https://youtu.be/BHW_vblAbCc https://youtu.be/nAMksvryDvs https://youtu.be/6-r_zGR0GFQ https://youtu.be/XkWd5h7gkVI <u>Research Methodology PDF Notes Folder</u>

Ms. Prabhsimran	GST	<ul style="list-style-type: none"> • Valuation rules under GST • Place of supply • Types of returns • Composition scheme • Appeals under GST • Offence and penalties under GST • Debit note and credit note 	https://youtu.be/R6cF3-4V3yI https://youtu.be/UctmjFzMWms https://youtu.be/mNbLrkOSrcw https://youtu.be/B3KMIk1jzQQ https://youtu.be/Ab1GMzalZmg https://youtu.be/rgUYK2Zf3yQ
Ms. Priyanka	Project Management	<ul style="list-style-type: none"> • PERT • CPM Problems • Qualities of a good report • Types of report • Report Writing 	https://youtu.be/WrAf6zdteXI https://youtu.be/JxnPBrNccqY https://www.slideshare.net/mobile/SantoshKumari11/seminar-on-pert https://www.slideshare.net/mobile/izzahn-oah/qualities-of-good-report https://www.businessmanagementideas.com/business-reports/report-types-top-8-types-of-reports/3317 https://www.eapfoundation.com/writing/reports/structure/

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Name of the Department: PG Department of Commerce and Business Management

Class: BBA III

Name of the Teacher	Subject	Name of the Topic	Web Link/ PDF link/ Any other material supplied
Ms. Tamana Sethi	Production and Operations Management	<ul style="list-style-type: none"> • Inventory control management • EOQ • Purchase management- principles and steps • Work study and work measurement • Total quality management and its tools • Statistical quality control • Production planning and control-concept, meaning, techniques • Functions of operation management • Location facility and its factors 	https://youtu.be/EpCOEviLYTw https://youtu.be/wpKQWvVYnME https://youtu.be/xgfo97VD0GI https://youtu.be/yjks2Ub2WuA https://youtu.be/m01pZhkJrjE https://youtu.be/NWkFfjJT7ME https://youtu.be/gUPUuhVZfFE https://youtu.be/AlodGvmVRNA https://youtu.be/WxsNSNSF_wY https://youtu.be/BlyU4GE9DXU
Ms. Deepika	Advertisement	<ul style="list-style-type: none"> • Brand Repositioning • Brand Equity • Building a brand 	https://www.slideshare.net/sravs1994/brand-repositioning-57967868 https://www.slideshare.net/jogiyadav/brand-equity https://www.slideshare.net/StuartHartley/building-a-brand-56349589
Ms. Pooja Modgill		<ul style="list-style-type: none"> • Marketing segmentation • Service marketing concept and features • Service sector in India • Market segmentation • Service positioning • Service recovery • Service Pricing • Service quality dimensions • CRM • Consumer buying behavior • Understanding customer services • Segmentation and targeting of services • Value based strategy 	https://youtu.be/czSaMNbdazE https://youtu.be/afMuu1ZpMKM https://youtu.be/KgmFC8amsCc https://youtu.be/kl4sblpQj44 https://youtu.be/G1AVz3sKatk https://youtu.be/zmSpxsv9AzE https://youtu.be/tnBUg1dMFXE https://youtu.be/Dsl4qvDbqMU Service marketing PDF Notes Folder

Ms. Mamta	Business Policy and Strategy	<ul style="list-style-type: none"> • Internal Appraisal tools • Balanced Score card • Corporate level strategies • Internal Environment analysis • BCG Matrix 	https://www.slideshare.net/mobile/nishikantwar/corporate-level-strategies-109410875 http://www.slideshare.net/timadams2323/balanced-scorecard-presentation-1068670?from_m_app=android http://www.slideshare.net/FaizAlwi1/internal-environmental-analysis?from_m_app=android https://www.slideshare.net/mobile/wadekar/bcg-matrix
Ms. Priyanka	Ethics	<ul style="list-style-type: none"> • Corporate Governance • Corporate Excellence • Corporate Governance in India 	https://www.slideshare.net/mobile/ujjmishra1/corporate-governance-28926439 https://www.slideshare.net/mobile/sidharthgtm/oecd-47149715 https://www.slideshare.net/mobile/KalhariHettiarachchi/the-cadbury-committee-report-on-corporate-governance http://www.ijarcsms.com/docs/paper/volume3/issue12/V3I12-0007.pdf https://www.slideshare.net/mobile/sahilnagpal79025/corporate-governance-in-india-46923846 https://shodhganga.inflibnet.ac.in/bitstream/10603/104165/8/08_chapter%202.pdf