

PG DEPARTMENT OF COMMERCE
Annual Plan for 2020-2021

The Department focuses on Result Improvement, Entrepreneurship development, Leadership qualities, Students Activities, Presentations, Seminars & Industrial Visits,

No.	DATE (Time and Venue informed later)	ACTIONS (Name of the Program)	INDICATORS (Activities in detail)	TARGETS (Participants)	OUTCOMES	RESPONSIBILITY (Facilitator / Presenter / Organizer)
1	1st ^h June 2020	Department meeting	<ul style="list-style-type: none"> Plan for the academic year 2020-2021 	Faculties of Commerce Dept.	<ul style="list-style-type: none"> Plans and policies of the department for the academic year 2020-2021 	Faculty Members
2	2nd June, 2020	Semester Teaching begins	<ul style="list-style-type: none"> Start teaching by giving, Course outline, Seminar topics and assignment for internal assessment to third and fifth semester students. Mark attendance 	Third&Fifth semester B.com Students	<ul style="list-style-type: none"> Start a fruitful semester 	
3.	5 th June	World Environment Day programme	<ul style="list-style-type: none"> Planting Trees near Commerce block 	Faculties and students of Commerce department	<ul style="list-style-type: none"> Environment protection and creating an awareness on planting trees and thus save our earth 	
4.	10 th June	Dissertation work submission & mock viva	<ul style="list-style-type: none"> Internal valuation of dissertation and viva-voce 	4 th semester PG studentnts	<ul style="list-style-type: none"> Completion of an important part of their PG Programme and gets confidence to attend external Viva voce 	

5.	June 11 & 12	JRF/NET coaching to PG students.	<ul style="list-style-type: none"> .Revising NET/JRF syllabus to PG students 	PG students.	<ul style="list-style-type: none"> Create confidence among students by clarifying their exam oriented doubts, and preparing to attend the coming NET/JRF exam 	Commerce Club co-ordinator.
6	Third week of June 2020	Skill Development Training to students(Training on different methods of textile painting)	Familiarise the interested students with the new method of textile painting	Female Students	<ul style="list-style-type: none"> Skill development of students. 	Class Advisors
7.	July 2	First semester class begins	Orientation programme to first semester degree students and parents	Students and parents	Familiarise First semester students and parents with the Programme and the institution and also create a sense of confidence among them	Faculty members of the Dept.
8.	July 7	Observance of International Co-operative Day	Arranging seminars/Quiz programmes on co-operation to B.Com and M.Com students	Students and Staff	Students get an awareness on the relevance of co-operation in the present scenario,	
8.	July 22, 2020	Entry level test to first sem UG students	Conducting an Entry level test for first semester students to identify advanced learners and slow learners	First semester B.com students	The Department can categorise students to ensure effective advisory system and also to suggest names of students for merit oriented programmes and remedial coaching .	Class advisors.

9.	August 10-17	First internal test for Third and Fifth Semester UG students	.Making Department level evaluation process by conducting test papers of various courses	Fifth and Third semester UG students.	The Department gets feedback of students and the score obtained by each student is a criterion for internal assessment.This makes students more focussed and serious.	1.
13	November 12-19	Model Exam for First semester UG students.	<ul style="list-style-type: none"> Conducting model exam under university model to first semester UGstudents 	First semester UG students	<p>The Department gets feedback of students and the score obtained by each student is a criterion for internal assessment.This makes students more focused and serious.</p> <ul style="list-style-type: none"> Students get more familiarized with university examination.. 	Class advisors and Teacher in charge of exams
			of various courses		student is a criterion for internal assessment.This makes students more focussed and serious in their study.	
12.	October 15-22	Model Exam for Third and Fifth Semester students.	Conducting model exam under university model exam to third and fifth semester students.	Department IBS Monitoring committee and IBS Committee (students)	<ul style="list-style-type: none"> Responsibilities will be allocated among the students and various events planned; namely industrial visit, newsletters, exhibitions, students events etc 	

14	November 16	Co-operative week celebration	<ul style="list-style-type: none"> • Arranging seminars/Quiz programme on co-operation to UG & PG students 	. UG Students	Students come to know the relevance of co-operatives in the economy	Commerce club co-ordinator.
15	December 7-11	Internal test for First and Third semester PG students	Conducting model exam for Odd semester PG classes	PG students	<ul style="list-style-type: none"> • The Department gets feedback of students 	Class advisors.
16	December last week	Industry visit	Arranging an Industry-visit to sixth semester UG students and PG students	. Sixth semester UG students and PG students	Students get practical knowledge and experience on business activities . They also get relaxation and enjoyment	Tour co-ordinator.
17	December 3 rd week	National Seminar	Conducting two-day national seminar on Rural Entrepreneurship	Faculties & students in the Department	Helps to get the scope of entrepreneurship in rural areas and to motivate students to undertake entrepreneurial activities	
18	January 11	Celebration of Commerce Day	Arranging academic seminar, appreciation programme and interaction with former faculty members of the Dept.	Motivation to students. Add to students' knowledge	UG & PG Students	Faculty Members

19	February first week	Internal test for Fourth and Sixth semester students	Conducting model exam for even semester UG classes	The Department gets feedback of students	Fourth & Sixth semester UG students.	Class advisors and Teacher in charge of exams
20	February Third week	Seminar on Project Report”	Arranging a seminar on Data analysis to PG Students. The seminar will impart idea with regard to the selection of appropriate analysis tools for data analysis work during their project work	PG Students	Give guidance in their project work	Seminar co-ordinator
21	February last week	Entrepreneurship development training programme	Make arrangements to conduct a seminar on Entrepreneurship and also to interact with successful entrepreneurs by the students	UG & PG students	Motivation to students for undertaking entrepreneurial activities	ED club co-ordinator.

Prepared by-
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