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| **Performa : Hindu College of Pharmacy** |
| **Lesson Plan** |
| **Name of the faculty**  | **Naveen** |
| **Discipline**  | **Pharmacy** |
| **Semester**  | **2 nd Year** |
| **Subject**  | **Drug storage and business management** |
| **Lesson plan Duration**  | **25 weeks (July 2019 to April 2020)** |
| **Work Load/week(In hour)** | **Lecture- 03; Practical- N/A** |
| **Week** | **Theory** | **Practical** |
| **Lecture Day** | **Topic** | **Practical Day** | **Topic** |
| **1st (july 4th week)** | **1st**  | Introduction-Trade, Industry and Commerce | **1st  (Batch A)** |  |
| **2nd** | Functions and subdivision of Commerce | **2nd (Batch B)** |  |
| **3rd**  | Unit test | **3rd (Batch C)** |  |
| **2nd ( july 5th . week)** | **1st**  | Introduction of Elements of Economics | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | Introduction of Elements of Management | **3rd (Batch C)** |  |
| **3rd(Aug. 2nd** **week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Review of unit | **2nd (Batch B)** |  |
| **3rd**  | Forms of Business Organisations | **3rd (Batch C)** |  |
| **4th(Aug. 3rd week)** | **1st**  | Forms of Business Organisations | **1st  (Batch A)** |  |
| **2nd** | Forms of Business Organisations | **2nd (Batch B)** |  |
| **3rd**  | Forms of Business Organisations. | **3rd (Batch C)** |  |
| **5th(Aug. 4th week)** | **1st**  | Channels of Distribution | **1st  (Batch A)** |  |
| **2nd** | Channels of Distribution | **2nd (Batch B)** |  |
| **3rd**  | Channels of Distribution | **3rd (Batch C)** |  |
| **6th(Aug.5th week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** |  | **2nd (Batch B)** |  |
| **3rd**  | Drug House Management-Selection of Site | **3rd (Batch C)** |  |
| **7th(Sept. 1st week)** | **1st**  | Space Lay-out and legal requirements | **1st  (Batch A)** |  |
| **2nd** | Importance and objectives of Purchasing | **2nd (Batch B)** |  |
| **3rd**  | Selection of suppliers, credit information, tenders | **3rd (Batch C)** |  |
| **8th(Sept. 2nd week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Contracts and price determination and legal requirements thereto | **2nd (Batch B)** |  |
| **3rd**  | Codification, handling of drug stores and other hospital supplies | **3rd (Batch C)** |  |
| **9th(Sept. 3rd week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Inventory Control-objects and importance | **2nd (Batch B)** |  |
| **3rd**  | Modern techniques like ABC, VED analysis, the lead time | **3rd (Batch C)** |  |
| **10th(Sept .4th week)** | **1st**  | Inventory carrying cost, safety stock | **1st  (Batch A)** |  |
| **2nd** | Minimum and maximum stock levels | **2nd (Batch B)** |  |
| **3rd**  | Economic Order Quantity, scrap and surplus disposal | **3rd (Batch C)** |  |
| **11th(oct. 2nd week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Sales Promotion | **2nd (Batch B)** |  |
| **3rd**  | Market Research | **3rd (Batch C)** |  |
| **12th(oct. 3rd week)** | **1st**  | Salesmanship, qualities of a salesman | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | Advertising and Window Display | **3rd (Batch C)** |  |
| **13th(Nov. 2nd week)** | **1st**  | Recruitment | **1st  (Batch A)** |  |
| **2nd** | Training | **2nd (Batch B)** |  |
| **3rd**  | Evaluation and compensation of the pharmacist | **3rd (Batch C)** |  |
| 14th**(Nov. 3rd week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Banking and Finance Service | **2nd (Batch B)** |  |
| **3rd**  | Functions of the bank | **3rd (Batch C)** |  |
| 15th**(Dec. 1st week)** | **1st**  | Finance Planning | **1st  (Batch A)** |  |
| **2nd** | Sources of finance | **2nd (Batch B)** |  |
| **3rd**  | Unit test | **3rd (Batch C)** |  |
| 16th**(Dec. 2nd week)** | **1st**  | Review of Unit | **1st  (Batch A)** |  |
| **2nd** | Introduction to the accounting | **2nd (Batch B)** |  |
| **3rd**  | Introduction to the accounting | **3rd (Batch C)** |  |
| 17th**(Jan. 3rd week)** | **1st**  | Concepts and Conventions | **1st  (Batch A)** |  |
| **2nd** | Concepts and Conventions | **2nd (Batch B)** |  |
| **3rd**  | Different kinds of accounts | **3rd (Batch C)** |  |
| 18th**(Jan. 4th week)** | **1st**  | Double entry Book keeping | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | Cash Book | **3rd (Batch C)** |  |
| 19th**(Feb. 2nd week)** | **1st**  | Cash Book | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | General Leger | **3rd (Batch C)** |  |
| 20th**(Feb. 3rd week)** | **1st**  | General Leger | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | Trial Balance | **3rd (Batch C)** |  |
| 21st**(Feb. 4th week)** | **1st**  | Trial Balance | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  | Profit and Loss Account | **3rd (Batch C)** |  |
| 22nd**(Mar. 2nd week)** | **1st**  | Profit and Loss Account | **1st  (Batch A)** |  |
| **2nd** | Balance Sheet | **2nd (Batch B)** |  |
| **3rd**  | Balance Sheet | **3rd (Batch C)** |  |
| 23rd**(Mar. 3rd week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Simple technique of analysing financial statements | **2nd (Batch B)** |  |
| **3rd**  | Simple technique of analysing financial statements | **3rd (Batch C)** |  |
| 24th**(Mar. 4th week)** | **1st**  | Unit test | **1st  (Batch A)** |  |
| **2nd** | Introduction to Budgeting | **2nd (Batch B)** |  |
| **3rd**  | Introduction to Budgeting | **3rd (Batch C)** |  |
| 25th **(Apr. 2nd week)** | **1st**  | Budgeting | **1st  (Batch A)** |  |
| **2nd** | Unit test | **2nd (Batch B)** |  |
| **3rd**  |  | **3rd (Batch C)** |  |