**LECTURE PLAN**

**EVEN SEMESTER/2019-2020**

**TEACHER’S NAME: Dr. Mayank Malviya SUBJECT NAME: Working Capital Management COURSE: MBA SUBJECT CODE: KMBFM-04**

**Total No. of Lectures Required: 39 Course Credits: 03**

**Lectures Per week: 03**

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| **UNITS** | **Topics to be taught** | **Lecture No.** | **Remarks** |
| **UNIT-1**  **Introduction to Working Capital** | Nature, Scope and Definition of Working Capital | **1** |  |
| Types of working Capital | **2** |  |
| Determinants of working capital | **3** |  |
| Profitability–Liquidity trade-off | **4** |  |
| Working Capital Policy - Aggressive & Defensive | **5** |  |
| Working Capital Policy - Aggressive & Defensive | **6** |  |
| Working Capital Cycle | **7** |  |
| Assessment and Computation of Working Capital Requirement | **8** |  |
| **UNIT-2**  **Management of Cash and MarketableSecurities** | Meaning of Cash | **9** |  |
| Motives for holding cash | **10** |  |
| Objectives of cash management | **11** |  |
| Factors determining cash needs | **12** |  |
| Cash Management Models | **13** |  |
| Cash Management Models | **14** |  |
| Cash Budget | **15** |  |
| Cash Management: basic strategies, techniques and processes | **16** |  |
| Lock Box system | **17** |  |
| Concentration banking | **18** |  |
| Compensating balances | **19** |  |
| Concept, types, reasons for holding marketable securities | **20** |  |
| **UNIT-3**  **Management of Receivables** | Nature & cost of maintaining receivables | **21** |  |
| Objectives of receivables management | **22** |  |
| Factors affecting size of receivables | **23** |  |
| Policies for managing accounts receivables | **24** |  |
| Determination of potential credit policy including credit analysis, credit standards, credit period, credit terms | **25** |  |
| Collection Policies | **26** |  |
| **UNIT-4**  **Inventory Management** | Need for monitoring & control of inventories | **27** |  |
| Objectives of inventory management | **28** |  |
| Benefits of holding inventory | **29** |  |
| Risks and costs associated with inventories | **30** |  |
| Inventory Management | **31** |  |
| Minimizing cost in inventory | **32** |  |
| Techniques of Inventory Management | **33** |  |
| Techniques of Inventory Management | **34** |  |
| **UNIT-5**  **Working Capital Financing** | Need and objectives of financing of working capital | **35** |  |
| Short-term credit | **36** |  |
| Deheja study group | **37** |  |
| Chore committee | **38** |  |
| Tandon Committee | **39** |  |