

Minutes of the Meeting

Guidelines meeting to decide the teaching and assessment guidelines for

Paper 3.5(a): E-commerce (SEC) B.Com (Hons.) Semester- III

(As per Revised CBCS Syllabus w.e.f. 2019-20 onwards)

Jointly organized by

Department of Commerce, Delhi School of Economics, University of Delhi

&

I P College for Women, University of Delhi

A webinar to decide the teaching and assessment guidelines of B.Com (Hons.), Semester-III (SEC) paper no- 3.5(a) paper titled “E-commerce” under Revised Syllabus of CBCS (w.e.f. 2019-20 onwards) was held jointly by Department of Commerce, Delhi School of Economics, University of Delhi and I P College for Women, University of Delhi as per the following schedule on Google meet platform:

Date: 11th September, 2020 (Friday)

Time: 03:00 p.m.

Mode: Google Meet (<https://meet.google.com/jdi-obwj-awy>)

Out of the total 51 registered faculty members teaching in various Colleges of University of Delhi, 43 faculty members attended the aforesaid meeting. The list of the faculty members is attached.

All the faculty members actively participated in the meeting. Each and every aspect of the paper, in question, were discussed and deliberated in length.

All the faculty members including DR. H. K. Dangi, the Representative of Department of Commerce, Delhi School of Economics, University of Delhi unanimously decided to frame the following guidelines for smooth teaching and assessment of the above mentioned paper:-

Guidelines : 3.5(a) E-commerce (SEC)

- **Credits: 4**

There shall be 3 credit hours for lectures +

1 credit hour (2 practical periods per week per batch) for practical lab.

- **Marks: 100**

a) IA=25 marks

b) Internal Practical Exam= 25 marks

c) Final Theory Exam= 50 marks

Internal Assessment Related General Guidelines

- **10 marks for practical**

(The assessment on the basis of lab work only)

- **10 marks for class test/assignment**

(Assessment methods - presentations, online/off line quiz, micro research projects, group discussion or class tests)

- **5 marks for attendance**

Teaching Related General Guidelines

All the topics mentioned in the syllabus should be covered.

Unit I: Introduction to E- Commerce

- Duration – 12 Lectures
- Marks – 15

Unit II: Online Business Transactions

- Duration – 9 Lectures
- Marks – 10

Unit III: Website Designing

- Duration – 2 practical periods per week per batch
- Marks – 25

Unit IV: E-payment System

- Duration – 9 Lectures
- Marks – 10
- Any of the Payment Gateways options may be used.

Unit V: Security and Legal Aspects of E-commerce

- Duration – 15 Lectures
- Marks – 15

Examination Related General Guidelines

Duration of Examination: 3 Hours:-

- **Final Theory Examination consist of 50 marks (Time-2 hours).**
Total number of questions will be four.
All questions will be compulsory.
All questions should have internal choice.
Questions which carry 15 marks should be in two/three parts.
Questions which carry 10 marks may or may not be in two parts.

Unit	I	II	IV	V	Total
Marks	15	10	10	15	50

- **Internal Practical Examination consist of 25 marks (Time-1 hour).**
One comprehensive question of web page designing (try to cover most of the tags given in the syllabus).

The following faculty members were present in the meeting:-

Attendance Sheet of Guidelines Meeting Paper No-3.5(a): E-commerce(SEC) B. Com(H)Semester-III Date: 11th September, 2020 at 03:00 p.m.		
S.No.	Participants	College/Department
1	Dr. H K Dangi	Dept. of Commerce, DSE (Representative, Dept. of Commerce)
2	Rekha Rani	Indraprastha College For Women (Convenor)
3	Neelam Jhawar	Indraprastha College For Women (Technical Support)
4	Abhimanyu Kumar	PGDAV College (E)
5	Akanksha Khurana	Satyawati College (E)
6	Aman Verma	Kirori Mal College
7	Arvinder Pal Singh Arora	Sri Guru Nanak Dev Khalsa College
8	Bhamini Garg	Satyawati College
9	Bhavika Bali	Shaheed Bhagat Singh College (M)
10	Deepika Mishra	College Of Vocational Studies
11	Devender Kumar	Vivekananda College
12	Archana Agarwal	Sri Aurobindo College (E)
13	Gurmeet Singh	Shyam Lal College
14	Isha Bhatt	Daulat Ram College
15	Ishleen Kaur Rekhi	Mata Sundri College For Women
16	Kanika Nagpal	Satywati College (E)
17	Kavita Kamboj	Shri Ram College Of Commerce
18	Lovely	Aditi Mahavidyalaya
19	Monika Saini	PGDAV College
20	Jitender Goel	Acharya Narendra Dev College
21	Kashnie Singh	Jesus And Mary College
22	Vrinda Moda	Jesus And Mary College
23	Nidhi Dhawan	Zakir Husain Delhi College
24	Nitika Aggarwal	Ramjas College
25	Nupur Saboo	Ram Lal Anand College

26	Palak	Hansraj College
27	Pooja Jain	Sri Venkateswara College
28	Priyanka Bedi	Sri Aurobindo College
29	Priyanka Khanna	PGDAV College
30	Priyanka Shukla	Dyal Singh College (M)
31	Rajneesh Prakash Verma	Indraprastha College For Women
32	Rashmi Siag	Sri Aurobindo College (E)
33	Rinku Manocha	Hindu College
34	Ritika Seth	Hansraj College
35	Romita Popli	Gargi College
36	Roopa Johri	Bharati College
37	Rupal Arora	Gargi College
38	Shamim Ansari	Lakshmibai College
39	Shivani Arora	Shaheed Bhagat Singh College
40	Sonam Tomar	Deshbandhu College
41	Suchitra Mehta	PGDAV College
42	Sunita Kumari	Gargi College
43	Vandana Munjal	Sri Aurobindo College (M)

The meeting was conducted smoothly and ended on a positive note with all the support and cooperation of all the faculty members. The meeting ended with a vote of thanks to the Dept. of Commerce, DSE, University of Delhi.



(Ms. Rekha Rani)
Convenor
Assistant Professor, Commerce
I P College for Women
University of Delhi



(Dr. H K. Dangi)
Representative of Dept. of Commerce
Associate Professor
Department of Commerce, DSE
University of Delhi