	Lecture Plan		
Name of the College: Government (	College of Arts, Science and Commerce. S	anquelim - Goa	
Name of Faculty: Dr. Guruprasad Ra			
Naik	Subject: Economics		
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Paper code: ECO 221 (Decision Mak	_	Division	
Spreadsheet-I)	Program: S.Y.B.A.	Division: -	
Academic year: 2024-2025	Semester: IV	Total Lectures:16	
Academic year. 2024-2025	Semester. IV	Total Lectures.16	
Course Outcome: Students will be a	able to eet commands for general day to day us	dents with decision making tools using sp	oreadsheet.
Course Outcome: Students will be L.Familarize with multiple spreadsh 2.Apply spreadsheet commands an 8.Use a spreadsheet solver for opti	able to eet commands for general day to day us d functions in decision making. nisation problems.		oreadsheet.
Course Outcome: Students will be a L.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for option 4.Use advanced spreadsheet technion 5.Tudent Learning Outcome: Upo	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w	·.	oreadsheet.
Course Outcome: Students will be a L.Familarize with multiple spreadsh Apply spreadsheet commands and Use a spreadsheet solver for optin Use advanced spreadsheet techni Student Learning Outcome: Upo 1. Apply spreadsheet tools for	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making.	·.	oreadsheet.
Course Outcome: Students will be a L.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for option 4.Use advanced spreadsheet technic 5. Student Learning Outcome: Upon 1. Apply spreadsheet tools for 2. Analyse data using variou	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making. s functions.	·.	oreadsheet.
Course Outcome: Students will be a L.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for optin 4.Use advanced spreadsheet techni 5. 5. 5. 6. 1. Apply spreadsheet tools for 2. Analyse data using variou 3. Evaluate investments usin	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making. s functions. g financial functions.	·.	oreadsheet.
Course Outcome: Students will be a L.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for optin 4.Use advanced spreadsheet techni 5. Student Learning Outcome: Upo 1. Apply spreadsheet tools fo 2. Analyse data using variou 3. Evaluate investments usin 4. Conduct sensitivity analys	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making. s functions. g financial functions. is and scenario planning.	·.	oreadsheet.
Course Outcome: Students will be a 1.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for optim 4.Use advanced spreadsheet technic 5. Apply spreadsheet tools for 2. Analyse data using variou 3. Evaluate investments usin 4. Conduct sensitivity analys 5. Optimize decisions using a	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making. s functions. g financial functions. is and scenario planning. solver.	·.	oreadsheet.
Course Outcome: Students will be a 1.Familarize with multiple spreadsh 2.Apply spreadsheet commands and 3.Use a spreadsheet solver for optin 4.Use advanced spreadsheet technic 5. Apply spreadsheet tools for 2. Analyse data using variou 3. Evaluate investments usin 4. Conduct sensitivity analyse 5. Optimize decisions using a 6. Develop advanced spreads	able to eet commands for general day to day us d functions in decision making. nisation problems. ques for multiproblem solutions. on completing this course, students w or decision making. s functions. g financial functions. is and scenario planning. solver.	·.	preadsheet.

Month	Lecture From	Lecture To	No. of lectu res allot ted	Topic, Subtopic to be covered	Exercise/ Assignme nt	ICT Tools	Reference books
				UNIT 1 Range Names	Exercises on Range	SmartScreen,	Winston, W, Microsoft Excel 2010: Data Analysis and Business Modelling, 3 <sup>rd</sup> ed,2011. Redmond, WA: Microsoft Press.
December 2024	9/12/2024	14/12/2024	01	Lookup Functions	Names and Lookup functions.	Greenboard , PowerPoint.	Introduction to Management Science: Quantitative approaches to Decision making, by David Anderson, Dennis J. Sweeney Thomas.
				Index function	Assignme nts topics related to index and	SmartScreen, Greenboard	Winston, W, Microsoft Excel 2010: Data Analysis and Business Modelling, 3 <sup>rd</sup> ed,2011. Redmond, WA: Microsoft Press. Introduction to Management Science: Quantitative approaches to Decision
December 2024	16/12/2024	21/12/2024	01	Match Function	match functions.	<i>,</i> PowerPoint.	making, by David Anderson, Dennis J. Sweeney Thomas.
January 2025	2/01/2025	4/01/2025	01	Text Function Dates and Date functions	Assignme nts topic related to date and dates functions.	SmartScreen, Greenboard , PowerPoint.	Winston, W, Microsoft Excel 2010: Data Analysis and Business Modelling, 3 <sup>rd</sup> ed,2011. Redmond, WA: Microsoft Press. Introduction to Management Science: Quantitative approaches to Decision making, by David Anderson, Dennis J. Sweeney Thomas.
January 2025	6/01/2025	11/01/2025	01	Evaluating investments by using Net Present value criteria Internal rate of returns	Exercises on evaluatin g investme nts by using NPV and IRR	SmartScreen, Greenboard , PowerPoint.	Winston, W, Microsoft Excel 2010: Data Analysis and Business Modelling, 3 <sup>rd</sup> ed,2011. Redmond, WA: Microsoft Press. Introduction to Management Science: Quantitative approaches to Decision making, by David Anderson, Dennis J. Sweeney Thomas.

	13/01/2025	18/01/2025		More functional			Winston, W, Microsoft Excel 2010: Data
				functions	Exercises		Analysis and Business Modelling, 3 <sup>rd</sup>
					and		ed,2011. Redmond, WA: Microsoft Press.
					examples	SmartScreen,	Introduction to Management Science:
					on	Greenboard	Quantitative approaches to Decision
January				More functional	functional	,	making, by David Anderson, Dennis J.
2025			01	functions	functions	PowerPoint.	Sweeney Thomas.
	20/01/2025	25/01/2025					Winston, W, Microsoft Excel 2010: Data
				Circular references	Assignme		Analysis and Business Modelling, 3 <sup>rd</sup>
					nt topic		ed,2011. Redmond, WA: Microsoft Press.
					related to	SmartScreen,	Introduction to Management Science:
					Circular	Greenboard	Quantitative approaches to Decision
January					reference	,	making, by David Anderson, Dennis J.
2025			01	Circular references	•	PowerPoint.	Sweeney Thomas.
	27/01/2025	1/02/2025					Winston, W, Microsoft Excel 2010: Data
							Analysis and Business Modelling, 3 <sup>rd</sup>
							ed,2011. Redmond, WA: Microsoft Press.
January					Examples	SmartScreen,	Introduction to Management Science:
2025 and					on time	Greenboard	Quantitative approaches to Decision
February				Time and Time	and time	,	making, by David Anderson, Dennis J.
2025			01	Functions	functions.	PowerPoint.	Sweeney Thomas.
	3/02/2025	8/02/2025					Winston, W, Microsoft Excel 2010: Data
					Assignme		Analysis and Business Modelling, 3 <sup>rd</sup>
					nts and		ed,2011. Redmond, WA: Microsoft Press.
					even	SmartScreen,	Introduction to Management Science:
					exercises	Greenboard	Quantitative approaches to Decision
February				Paste special	given to	,	making, by David Anderson, Dennis J.
2025			01	command	this topic	PowerPoint.	Sweeney Thomas.
	10/02/2025	15/02/2025		UNIT 2			Winston, W, Microsoft Excel 2010: Data
				Three Dimensional	Exercises		Analysis and Business Modelling, 3 <sup>rd</sup>
				Formulas	on three		ed,2011. Redmond, WA: Microsoft Press.
					dimensio	SmartScreen,	Introduction to Management Science:
					nal	Greenboard	Quantitative approaches to Decision
February					formulas	,	making, by David Anderson, Dennis J.
2025			01	The Auditing Tools	and	PowerPoint.	Sweeney Thomas.

					auditing		
					tool.		
	17/02/2025	22/02/2025		Sensitivity Analysis			Winston, W, Microsoft Excel 2010: Data
				with Data Tables	Examples		Analysis and Business Modelling, 3 <sup>rd</sup>
					given on		ed,2011. Redmond, WA: Microsoft Press.
					the Goal	SmartScreen,	Introduction to Management Science:
					seek	Greenboard	Quantitative approaches to Decision
February				The Goal Seek	command	,	making, by David Anderson, Dennis J.
2025			01	Command		PowerPoint.	Sweeney Thomas.
	24/02/2025	1/03/2025		Using the Scenario	Assignme		Winston, W, Microsoft Excel 2010: Data
				Manger for sensitivity	nt on		Analysis and Business Modelling, 3 <sup>rd</sup>
				analysis	COUNTIF,		ed,2011. Redmond, WA: Microsoft Press.
					COUNTIFS	SmartScreen,	Introduction to Management Science:
February					and	Greenboard	Quantitative approaches to Decision
2025 and				COUNTIF, COUNTIFS	COUNT	,	making, by David Anderson, Dennis J.
March 2025			01	and COUNT Function	Function	PowerPoint.	Sweeney Thomas.
	3/03/2025	8/03/2025		COUNTA and			Winston, W, Microsoft Excel 2010: Data
				COUNTBLANK	Exercises		Analysis and Business Modelling, 3 <sup>rd</sup>
				Function	on SUMIF		ed,2011. Redmond, WA: Microsoft Press.
					and	SmartScreen,	Introduction to Management Science:
					AVERAGEI	Greenboard	Quantitative approaches to Decision
				SUMIF and AVERAGEIF	F	,	making, by David Anderson, Dennis J.
March 2025			01	Functions	Functions	PowerPoint.	Sweeney Thomas.
	10/03/2025	15/03/2025		SUMIFS and			Winston, W, Microsoft Excel 2010: Data
				AVERAGEIFS Functions	Exercises		Analysis and Business Modelling, 3 <sup>rd</sup>
					on		ed,2011. Redmond, WA: Microsoft Press.
					Condition	SmartScreen,	Introduction to Management Science:
					al	Greenboard	Quantitative approaches to Decision
				Conditional	Formattin	,	making, by David Anderson, Dennis J.
March 2025			01	Formatting	g	PowerPoint.	Sweeney Thomas.
	17/03/2025	22/03/2025					Winston, W, Microsoft Excel 2010: Data
				OFFSET Functions	Exercises	SmartScreen,	Analysis and Business Modelling, 3 <sup>rd</sup>
					on	Greenboard	ed,2011. Redmond, WA: Microsoft Press.
					OFFSET	,	Introduction to Management Science:
March 2025			01	INDIRECT Function	and	PowerPoint.	Quantitative approaches to Decision

					INDIRECT Function		making, by David Anderson, Dennis J. Sweeney Thomas.
	24/03/2025	29/03/2025			Exercises		
	, ,	,,		Sorting in Spreadsheet	on		Winston, W, Microsoft Excel 2010: Data
					Sorting in		Analysis and Business Modelling, 3 <sup>rd</sup>
					Spreadsh		ed,2011. Redmond, WA: Microsoft Press.
					eet and	SmartScreen,	Introduction to Management Science:
					Tables	Greenboard	Quantitative approaches to Decision
				Tables and Spin	and Spin	,	making, by David Anderson, Dennis J.
March 2025			01	Buttons	Buttons	PowerPoint.	Sweeney Thomas.
	31/03/2025	5/04/2025		Scroll Bars and option	Exercises		
				Buttons	on Scroll		
					Bars and		
					option		Winston, W, Microsoft Excel 2010: Data
					Buttons		Analysis and Business Modelling, 3 <sup>rd</sup>
					and		ed,2011. Redmond, WA: Microsoft Press.
					Check	SmartScreen,	Introduction to Management Science:
March 2025					Boxes and	Greenboard	Quantitative approaches to Decision
and April				Check Boxes and	Combo	,	making, by David Anderson, Dennis J.
2025			01	Combo boxes	boxes	PowerPoint.	Sweeney Thomas.
	7/04/2025	11/04/2025					Winston, W, Microsoft Excel 2010: Data
				Group List	-		Analysis and Business Modelling, 3 <sup>rd</sup>
							ed,2011. Redmond, WA: Microsoft Press.
						SmartScreen,	Introduction to Management Science:
					Exercises	Greenboard	Quantitative approaches to Decision
					on Group	,	making, by David Anderson, Dennis J.
April 2025			01	Revision	List.	PowerPoint.	Sweeney Thomas.
	Component	Max Marks					
	ISA 1	7.5 Marks					
Assessment							
Rubrics	ISA 2	7.5 Marks					
	Semester						
	End Exam	60 Marks					