

## Cambridge International School, Mohal, Kullu

First Quarter Curriculum Sub Code-054

Subject – Business Studies

Session- 2019-20

Class –XI

April, May, June.

### Part A: Foundation of Business

Month	Content	LEARNING OUTCOMES	After going through this unit, the student/ learner would be able to:
April	<b>Evolution and Fundamentals of Business</b>	History of Trade and Commerce in India: Indigenous Banking System, Rise of Intermediaries, Transport, Trading Communities: Merchant Corporations, Major Trade Centre, Major Imports and Exports, Position of Indian Sub-Continent in the World.	To acquaint the History of Trade and Commerce in India
		Business – meaning and characteristics	Understand the meaning of business with special reference to economic and non-economic activities. Discuss the characteristics of business.
		Business, profession and employment-Concept	Understand the concept of business, profession and employment. Differentiate between business, profession and employment
		Objectives of business	Appreciate the economic and social objectives of business. Examine the role of profit in business.
		Classification of business activities -Industry and Commerce	Understand the broad categories of business activities- industry and commerce.
		Industry-types: primary, secondary, tertiary Meaning and subgroups	Describe the various types of industries
		Commerce-trade: (types-internal, external; wholesale and retail) and auxiliaries to trade; (banking, insurance, transportation, warehousing, communication, and advertising) – meaning	Discuss the meaning of commerce, trade and auxiliaries to trade. Discuss the meaning of different types of trade and auxiliaries to trade. Examine the role of commerce trade and auxiliaries to trade.

May	<b>Forms of Business organizations</b>	Business risk-Concept	Understand the concept of risk as a special characteristic of business. Examine the nature and causes of business risks.
		Sole Proprietorship-Concept, merits and limitations	List the different forms of business organizations and understand their meaning. Identify and explain the concept, merits and limitations of Sole Proprietorship
		Partnership-Concept, types, merits and limitation of partnership, registration of a partnership firm, partnership deed. Types of partners	Identify and explain the concept, merits and limitations of a Partnership firm. Understand the types of partnership on the basis of duration and on the basis of liability. State the need for registration of a partnership firm. Discuss types of partners –active, sleeping, secret, nominal and partner by estoppel.
		Hindu Undivided Family Business: Concept	Understand the concept of Hindu Undivided Family Business
		Cooperative Societies-Concept, merits, and limitations.	Identify and explain the concept, merits and limitations of Cooperative Societies Understand the concept of consumers, producers, marketing, farmers, credit and housing cooperatives
		Company - Concept, merits and limitations; Types: Private, Public and One Person Company – Concept	Identify and explain the concept, merits and limitations of private and public companies. Understand the meaning of one person company. Distinguish between a private company and a public company.

June	<b>Public, Private and Multinational Company</b>	Formation of company - stages, important documents to be used in formation of a company	Highlight the stages in the formation of a company. Discuss the important documents used in the various stages in the formation of a company.
		Choice of form of business organization	Distinguish between the various forms of business organizations. Explain the factors that influence the choice of a suitable form of business organization.
		Public sector and private sector enterprises – Concept	Develop an understanding of Public sector and private sector enterprises
		Forms of public sector enterprises: Departmental Undertakings, Statutory Corporations and Government Company	Identify and explain the features, merits and limitations of different forms of public sector enterprises
	<b>Business Services</b>	Multinational Company – Feature. Joint ventures, Public private partnership –concept	Develop an understanding of multinational company, joint ventures and public private partnership by studying their meaning and features.
		Business services – meaning and types. Banking: Types of bank accounts -savings, current, recurring, fixed deposit and multiple option deposit account	Understand the meaning and types of business services. Discuss the meaning and types of Business service Banking Develop an understanding of difference types of bank account.
		Banking services with particular reference to Bank Draft, Bank Overdraft, Cash credit. E-Banking meaning, Types of digital payments	Develop an understanding of the different services provided by banks
		Insurance – Principles. Types – life, health, fire and marine insurance – concept	Recall the concept of insurance Understand Utmost Good Faith, Insurable Interest, Indemnity, Contribution, Doctrine of Subrogation and Causa Proxima as principles of insurance Discuss the meaning of different types of insurance-life, health, fire, marine insurance.

	<p><b>Emerging Modes of Business</b></p>	<p>Postal Service - Mail, Registered Post, Parcel, Speed Post, Courier - meaning</p>	<p>Understand the utility of different telecom services</p>
		<p>E - business: concept, scope and benefits</p>	<p>Give the meaning of e-business. Discuss the scope of e-business. Appreciate the benefits of e-business Distinguish e-business from traditional business.</p>
		<p>Business Process Outsourcing (BPO):Concept, need and scope</p>	<p>Understand the concept of outsourcing. Examine the scope of outsourcing, appreciate the need of outsourcing. Discuss the meaning of Business Process Outsourcing and Knowledge Process Outsourcing</p>

**Cambridge International School, Mohal, Kullu**

**Second Quarter Curriculum Sub Code-054**

**Subject – Business Studies**

**Session- 2019-20**

**Class –XI**

July, August, September

<b>Month</b>	<b>Content</b>	<b>LEARNING OUTCOMES</b>	<b>After going through this unit, the student/ learner would be able to:</b>
July	<b>Social Responsibility of Business and Business Ethics</b>	Concept of social responsibility	State the concept of social responsibility.
		Case of social responsibility	Examine the case for social responsibility
		Responsibility towards owners, investors, consumers, employees, government and community.	Identify the social responsibility towards different interest groups.
	<b>Finance and Trade</b>  <b>Sources of Business Finance</b>	Role of business in environment protection	Appreciate the role of business in environment protection
		Business Ethics - Concept and Elements	State the concept of business ethics. Describe the elements of business
		Concept of business finance	State the meaning, nature and importance of business finance.
		Owners' funds- equity shares, preferences share, retained earnings, Global Depository receipt (GDR), American Depository Receipt (ADR) and International Depository Receipt (IDR) –concept	Classify the various sources of funds into owners' funds. State the meaning of owners' funds. Understand the meaning of Global Depository receipts, American Depository Receipts and International Depository Receipts

August		Borrowed funds: debentures and bonds, loan from financial institution and commercial banks, public deposits, trade credit, Inter Corporate Deposits (ICD).	State the meaning of borrowed funds. Discuss the concept of debentures, bonds, loans from financial institutions and commercial banks, Trade credit and inter corporate deposits. Distinguish between owners' funds and borrowed funds.
	<b>Small Business and Enterprises</b>	Entrepreneurship Development (ED): Concept, Characteristics and Need. Process of Entrepreneurship Development: Start-up India Scheme, ways to fund start-up. Intellectual Property Rights and Entrepreneurship	Understand the concept of Entrepreneurship Development (ED), Intellectual Property Rights
		Small scale enterprise as defined by MSMED Act 2006 (Micro, Small and Medium Enterprise Development Act)	Understand the meaning of small business
		Role of small business in India with special reference to rural areas	Discuss the role of small business in India
		Government schemes and agencies for small scale industries: National Small Industries Corporation (NSIC) and District Industrial Centre (DIC) with special reference to rural, backward areas	Appreciate the various Government schemes and agencies for development of small scale industries. NSIC and DIC with special reference to rural, backward area.
September	<b>Internal Trade</b>	Internal trade - meaning and types services rendered by a wholesaler and a retailer	State the meaning and types of internal trade. Appreciate the services of wholesalers and retailers.
		Types of retail-trade-Itinerant and small scale fixed shops retailers	Explain the different types of retail trade.
		Large scale retailers- Departmental stores, chain stores - concept	Highlight the distinctive features of departmental stores, chain stores and mail order business.

		GST (Goods and Services Tax): Concept and key-features	Understand the concept of GST
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# Cambridge International School, Mohal, Kullu

Third Quarter Curriculum Sub Code-054

Subject – **Business Studies**

Session- **2019-20**

Class –**XI**

October, November, December

Month	Content	LEARNING OUTCOMES	After going through this unit, the student/ learner would be able to:
October	<b>International Trade</b>	International trade: concept and benefits	Understand the concept of international trade. Describe the scope of international trade to the nation and business
		Export trade – Meaning and procedure	State the meaning and objectives of export trade. Explain the important steps involved in executing export trade.
		Import Trade - Meaning and procedure	State the meaning and objectives of import trade. Discuss the important steps involved in executing import trade.
		Documents involved in International Trade; indent, letter of credit, shipping order, shipping bills, mate's receipt (DA/DP)	Develop an understanding of the various documents used in international trade. Identify the specimen of the various documents used in international trade. Highlight the importance of the documents needed in connection with international trade transactions
		World Trade Organization (WTO) meaning and objectives	State the meaning of World Trade Organization. Discuss the objectives of World Trade Organization in promoting international trade.
November		Revision	



**Suggested Question Paper Design**  
**Business Studies (Code No. 054)**  
**Class XI (2019-20)**  
**March 2020 Examination**

**Marks: 80**

**Duration: 3 hrs.**

SN	Typology of Questions	Objective Type/ MCQ 1 Mark	Short Answer I 3 Marks	Short Answer II 4 Marks	Long Answer I 5 Marks	Long Answer II 6 Marks	Marks
1	<b>Remembering:</b> Exhibit memory of previously learned material by recalling facts, terms, basic concepts, and answers.	5	1	1	1	1	23
2	<b>Understanding:</b> Demonstrate understanding of facts and ideas by organizing, comparing, translating, interpreting, giving descriptions, and stating main ideas	5	2	1	-	1	21
3	<b>Applying:</b> Solve problems to new situations by applying acquired knowledge, facts, techniques and rules in a different way.	5	1	-	1	1	19
4	<b>Analysing and Evaluating:</b> Examine and break information into parts by identifying motives or causes. Make inferences and find evidence to support generalizations. Present and defend opinions by making judgments about information, validity of ideas, or quality of work based on a set of criteria. <b>Creating:</b> Compile information together in a different way by combining elements in a new pattern or proposing alternative solutions.	5	1	1	1	-	17
	<b>Total</b>	20x1=20	5x3=15	3x4=12	3x5=15	3x6=18	80(34)

There will be **Internal Choice** in questions of 3 marks (1 choice), 4 marks (1 choice), 5 marks (2 choices) and 6 marks (2 choices). In all, total 6 internal choices.

**BUSINESS STUDIES (Code No. 054)**  
**CLASS–XI (2019-20)**

Theory: 80 Marks  
Project: 20 Marks

**3 Hours**

<b>UNIT</b>		<b>Periods</b>	<b>Marks</b>
<b>Part-A</b>	<b>Foundations of Business</b>		
1	Nature and Purpose of Business	18	16
2	Forms of Business Organisations	24	
3	Public, Private and Global Enterprises	18	14
4	Business Services	18	
5	Emerging Modes of Business	10	10
6	Social Responsibility of Business and Business Ethics	<b>12</b>	
	<b>Total</b>	<b>100</b>	<b>40</b>
<b>Part B</b>	<b>Finance and Trade</b>		
7	Sources of Business Finance	30	20
8	Small Business	16	
9	Internal Trade	30	20
10	International Business	14	
	<b>Total</b>	<b>90</b>	<b>40</b>
	<b>Project work</b>	<b>30</b>	<b>20</b>

