



	April/May	June	July	August
Content	<p>Evolution and Fundamentals of Business</p> <p>History of Trade and Commerce in India: Indigenous Banking System, Rise of Intermediaries, Transport, Trading</p> <p>Communities: Merchant Corporations, Major Trade Centres, Major Imports and Exports, Position of Indian Sub-Continent in the World Economy</p> <p>Business – meaning and characteristics</p> <p>Business, profession and employment – Concept</p> <p>Objectives of business</p> <p>Classification of business activities - Industry and Commerce</p> <p>Industry-types: primary, secondary, tertiary</p> <p>Meaning and subgroups</p> <p>Commerce-trade: (types-internal, external; wholesale and retail) and auxiliaries to trade; (banking, insurance, transportation, warehousing, communication, and advertising) – meaning</p> <p>Business risk-Concept</p>	<p>Forms of Business organizations</p> <p>Sole Proprietorship-Concept, merits and limitations</p> <p>Partnership-Concept, types, merits and limitation of partnership, registration of a partnership firm, partnership deed. Types of partners</p> <p>Hindu Undivided Family Business: Concept</p> <p>Cooperative Societies-Concept, merits, and limitations</p> <p>Company - Concept, merits and limitations; Types: Private, Public and One Person Company – Concept</p> <p>Formation of company - stages, important documents to be used in formation of a company</p> <p>Choice of form of business organization</p>	<p>Public, Private and Global Enterprises</p> <p>Public sector and private sector enterprises – Concept</p> <p>Forms of public sector enterprises: Departmental Undertakings, Statutory Corporations and Government Company</p> <p>Global Enterprises – Feature</p> <p>Joint venture</p> <p>Public private partnership – concept</p>	<p>Business Services</p> <p>Business services – meaning and types.</p> <p>Banking: Types of bank accounts - savings, current, recurring, fixed deposit and multiple option deposit account</p> <p>Banking services with particular reference to Bank Draft, Bank Overdraft, Cash credit.</p> <p>E-Banking: meaning, types of digital payments</p> <p>Insurance – Principles. Types – life, health, fire and marine insurance – concept</p> <p>Postal Service - Mail, Registered Post, Parcel, Speed Post, Courier - meaning</p> <p>Emerging Modes of Business</p> <p>E - business: concept, scope and benefits</p>

Learning Outcomes	<p>After going through this unit, the student/ learner would be able to:</p> <p>acquaint the History of Trade and Commerce in India</p> <p>Explain the meaning of business with special reference to economic and non-economic activities. Discuss the characteristics of business.</p> <p>Explain the concept of business, profession and employment. Differentiate between business, profession and employment.</p> <p>Appreciate the economic and social objectives of business. Examine the role of profit in business.</p> <p>Explain the broad categories of business activities- industry and commerce.</p> <p>Describe the various types of industries.</p> <p>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. Explain the concept of risk as a special characteristic of business. Examine the nature and causes of business risks</p>	<p>After going through this unit, the student/ learner would be able to:</p> <p>List the different forms of business organizations and understand their meaning. Identify and explain the concept, merits and limitations of Sole Proprietorship.</p> <p>Identify and explain the concept, merits and limitations of a Partnership firm. Explain 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.</p> <p>Explain the concept of Hindu Undivided Family Business.</p> <p>Identify and explain the concept, merits and limitations of Cooperative Societies. Understand the concept of consumers, producers, marketing, farmers, credit and housing cooperatives.</p> <p>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.</p> <p>Highlight the stages in the formation of a company. Discuss the important documents used in the various stages in the formation of a company.</p> <p>Distinguish between the various forms of business organizations. Explain the factors that influence the choice of a suitable form of business organization.</p>	<p>After going through this unit, the student/ learner would be able to:</p> <p>Develop an understanding of Public sector and private sector enterprises</p> <p>Identify and explain the features, merits and limitations of different forms of public sector enterprises</p> <p>Develop an understanding of global enterprises, public private partnership by studying their meaning and features.</p>	<p>After going through this unit, the student/ learner would be able to:</p> <p>Explain the meaning and types of business services. Discuss the meaning and types of Business service Banking Develop an understanding of different types of bank accounts.</p> <p>Develop an understanding of the different services provided by banks</p> <p>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> <p>Explain the utility of different telecom services</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>
Skills	<p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>	<p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>	<p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>	<p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>
Competency Skill Based Activities/ Experiential Learning	<p>Art Integrated Project- Principles of Management with Social science. Monument awareness- Visit to Handloom industrial area at Bhutti. Art Integrated with social science.</p>			
Assessment	<p>C.W./H.W. Model/Project Notebook Maintenance , Periodic Test Main Book: Business Studies by Poonam Gandhi.</p>			

	September	October	November	December
Content	<p>Social Responsibility of Business and Business Ethics</p> <p>Concept of social responsibility Case of social responsibility</p> <p>Responsibility towards owners, investors, consumers, employees, government and community</p> <p>Role of business in environment protection</p> <p>Business Ethics - Concept and Elements</p>	<p>Sources of Business Finance and Small Business and Enterprises</p> <p>Concept of business finance</p> <p>Owners' funds- equity shares, preferences share, retained earnings</p> <p>Borrowed funds: debentures and bonds, loan from financial institution and commercial banks, public deposits, trade credit, Inter Corporate Deposits (ICD)</p> <p>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</p> <p>Small scale enterprise as defined by MSMED Act 2006 (Micro, Small and Medium Enterprise Development Act)</p> <p>Role of small business in India with special reference to rural areas</p> <p>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</p>	<p>Internal Trade</p> <p>Internal trade - meaning and types services rendered by a wholesaler and a retailer</p> <p>Types of retail-trade-Itinerant and small scale fixed shops retailers</p> <p>Large scale retailers-Departmental stores, chain stores – concept</p> <p>GST (Goods and Services Tax): Concept and key-features</p> <p>International Trade</p> <p>International trade: concept and benefits</p> <p>Export trade – Meaning and procedure</p> <p>Import Trade - Meaning and procedure</p> <p>Documents involved in International Trade; indent, letter of credit, shipping order, shipping bills, mate's receipt (DA/DP)</p> <p>World Trade Organization (WTO)</p>	Revision
Learning Outcomes	After going through this unit, the student/ learner would be able to:	<p>After going through this unit, the student/ learner would be able to:</p> <p>State the meaning, nature and importance of business finance</p> <p>Classify the various sources of</p>	After going through this unit, the student/ learner would be able to:	

<p>Skills</p>	<p>State the concept of social responsibility.</p> <p>Examine the case for social responsibility</p> <p>Identify the social responsibility towards different interest groups.</p> <p>Appreciate the role of business in environment protection.</p> <p>State the concept of business ethics. Describe the elements of business ethics.</p> <p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>	<p>funds into owners' funds. State the meaning of owners' funds.</p> <p>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</p> <p>Explain the concept of Entrepreneurship Development (ED), Intellectual Property Rights</p> <p>Explain the meaning of small business</p> <p>Discuss the role of small business in India</p> <p>Appreciate the various Government schemes and agencies for development of small scale industries. NSIC and DIC with special reference to rural, backward area.</p> <p>Logical and Analytical Thinking//Personal development, Communication and c</p> <p>Logical and Analytical Thinking//Personal development, Communication and collaboration.</p>	<p>State the meaning and types of internal trade. Appreciate the services of wholesalers and retailers</p> <p>Explain the different types of retail trade.</p> <p>Highlight the distinctive features of departmental stores, chain stores and mail order business.</p> <p>Explain the concept of GST</p> <p>After going through this unit, the student/ learner would be able to:</p> <p>Understand the concept of international trade. Describe the scope of international trade to the nation and business firms</p> <p>State the meaning and objectives of export trade. Explain the important steps involved in executing export trade</p> <p>State the meaning and objectives of import trade. Discuss the important steps involved in executing import trade.</p> <p>Develop an understanding of the various documents used in international trade. Identify the specimen of the various documents used in international trade.</p>	
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Competency Skill Based Activities/ Experiential Learning	Report on various resources of Finance.	Project - Aids to Trade		
Assessment	C.W./H.W Model/Project Notebook Maintenance Periodic Test Main Book: Business Studies by Poonam Gandhi.			