

## Week Wise Distribution Of Syllabus for 2009-10 Business Studies (Class-XI)

S.N	Duration	No.Of Days	Topics to Be Covered
1	01-07-2009 To 04-07-2009	4Days	<b>Unit-1</b> <b>Nature and purpose of business</b> Concept and characteristics of business Business,profession&employment -distinctive features objectives of business economic and social
2	06-07-2009 To 11-07-2009	5Days	<b>Objectives of business</b> -economic and social(continue) Role of profit in business <b>Classification of business activities</b> :-industry and commerce <b>Industry</b> -type,primary,secondary and tertiary
3	13-07-2009 To 18-07-2009	6Days	<b>Commerce</b> -trade and auxiliaries <b>Business risk</b> :-nature and causes
4	20-07-2009 To 25-07-2009	6Days	<b>Unit-2</b> <b>Forms of business organization</b> Sole proprietorship ,joint Hindu family business - meaning ,features, merits and limitations Partnership:-meaning ,types, registration, merits and limitations
5	27-07-2009 To 01-08-2009	5Days	<b>Types of partners</b> <b>Co-operative societies</b> :-types ,merits and limitation <b>Company</b> -private Ltd, public Ltd, merits and limitations
6	03-08-2009 To 08-08-2009	5Days	Choice of form of business organizations <b>Starting of business</b> -basic factors <b>Unit-3</b> Private ,public and global enterprise Introduction only
7	10-08-2009 To 15-08-2009	4Days	Private sector and public sector Forms of organizing public sector enterprises Departmental undertaking Statutory corporation ,government company
8	17-08-2009 To	6Days	Changing role of public sector <b>Global enterprises</b> :-meaning and features

	22-08-2009		Joint ventures: meaning and benefits <b>Unit-4</b> <b>Business services</b> Nature and types of business services -banking insurance, transportation ,ware housing, comm u- nication
9	24-08-2009 To 29-08-2009	6Days	<b>Banking</b> :-types of banks, function of commercial banks e-banking <b>Insurance</b> :-principles, types, life fire and marine postal and telecom services
10	04-09-2009		<b>1<sup>st</sup> CCEP Examination</b>
11	01-09-2009 To 05-09-2009	4Days	<b>Warehousing</b> :-types and functions <b>Unit-5</b> Emerging modes of business <b>E business</b> :-meaning, scope and benefits Resources required for successful e -business im- plementation
12	07-09-2009 To 09-09-2009	3Days	Online transactions ,payment ,mechanism ,security and safety of business transactions <b>Out sourcing</b> :-concept, need and scope
13	10-09-2009 To 18-09-2009		<b>1<sup>st</sup> Terminal Examination</b>
14	19-09-2009 To 28-09-2009		<b>Autumn Break</b>
15	29-09-2009 To 03-10-2009	3Days	<b>Unit-6</b> Social responsibility of business business eth ics Concept of social responsibility Case for social responsibility
16	05-10-2009 To 10-10-2009	5Days	Responsibility towards owners ,investors, e m- ployees, consumers, government and community Environmental protection and business
17	12-10-2009 To 17-07-2009	5Days	<b>Business ethics</b> :-concept and elements <b>Unit-7</b> <b>Formation of a company</b> Stages in the formation of a company Promotion
18	19-10-2009 To 24-10-2009	6Days	Stages in the formation of a company Incorporation Commencement of business
19	26-10-2009 To	5Days	<b>Unit-8</b> <b>Source of business finance</b>

	31-10-2009		Nature and significance of business finances Owners funds and borrowed funds Sources of raising finance Equity and preference shares Debentures and bonds
20	02-11-2009 To 07-11-2009	5Days	<b>Sources of raising finance</b> Loans from commercial banks Public deposits Trade credit
21	16-11-2009 To 21-11-2009	6Days	<b>Unit-9</b> <b>Small business</b> Small scale industry, tiny sector, cottage and rural industry Role of small business in rural India Problems of small business In India
22	23-11-2009 To 30-11-2009	5Days	Government assistance and special schemes for industries in rural, backward and hilly area
23	01-12-2009 To 05-12-2009	5Days	<b>Unit-10</b> <b>Internal trade</b> Meaning and types of internal trade: wholesale and retail services of a whole sellers and a re-tailer Types of retail trade: -itinerant retailers and fixed shops
24	07-12-2009 To 12-12-2009	5Days	<b>Types of retail trade</b> Departmental store ,super market, malls ,chain store ,mail order business ,consumer co -operative store automatic vending machine Role of chamber of commerce and industry in promotion of internal trade
25	11-12-2009		<b>2<sup>nd</sup> CCEP EXAM</b>
26	15-12-2009 To 22-12-2009		<b>2<sup>nd</sup> Terminal Examination</b>
27	23-12-2009 To 24-12-2009		<b>Discussion of 2<sup>nd</sup> term papers</b>
28	25-12-2009 To 31-12-2009		<b>Winter Break</b>
29	01-01-2010 To 02-01-2010	2Days	<b>Unit-2</b> <b>International business</b> Nature, importance and complexities involved in

			international business
30	04-01-2010 To 09-01-2010	5days	Ways of entering in to international business
31	11-01-2010 To 16-01-2010	6Days	Export import procedures and documentations
32	18-01-2010 To 23-10-2010	6Days	Foreign trade promotion, organization al support and incentive Nature and importance of export processing zone/special economic zone
33	25-01-2010 To 30-01-2010	4Days	International trade institution and agreement: WTO, UNCTAD, world bank, IMF
34	01-02-2010 To 06-02-2010	6Days	<b>Revision Work of Unit-1</b> <b>Revision Work of Unit-2</b>
35	08-02-2010 To 13-02-2010	5Days	<b>Revision Work of Units(3,4,5)</b>
36	15-02-2009 To 20-02-2009	6Days	<b>Revision Work of Units(6,7,8)</b>
37	22-02-2010 To 27-02-2010	5Days	<b>Revision Work of Units(9,10,11)</b>