



LORD MAHAVIRA SCHOOL

Sector-29, Noida, 201303

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LESSON PLAN

Class XI

SUB- BUSINESS STUDIES (054)

(BOOK/REFERENCE- NCERT/POONAM GANDHI)

S.NO	MONTH	CHAPTERS-TOPIC/SUB-TOPICS	ACTIVITY/PROJECT
1	JULY	<u>PART A: FOUNDATIONS OF BUSINESS.</u> Unit 1: evolution and fundamentals of business	Assignment on business risk
		Indigenous banking system, trading communities, major trade centres, modern business ,profession and employment objectives of business, commerce trade business risk	
2	AUGUST.	Unit 2 Forms of business organizations	Project on banking and insurance
		Sole proprietor,partnership ,hindu undivided family and cooperative societies company private And public formation of company, choice of form of business organisation	
3	SEPTEMBER	Revision and term 1 exam	
4	OCTOBER	UNIT 3 PUBLIC PRIVATE SECTOR ENTERPRISES. 1. Departmental, 2. statutory corporations and 3. government company unit UNIT 4 Business services. : Banking, Insurance And Postal Services Unit 5 e- Business concept, scope and benefits	<ul style="list-style-type: none"> Assignment on public and private enterprise. Business services project
		Unit 6 Social responsibility of business and business ethics.	Project on business ethics

5	NOVEMBER	Unit 7 Source Of Business Finance Owner Fund, Preference Share And Retained Earnings. Unit 8: Small Business And Enterprises Government Schemes And Agencies.	Project on international trade. Import export
6	DECEMBER	Unit 9 Internal Trade Wholesaler And Retailer Types Of Retail Trade. GST	Assignment Different types of shares
7	JANUARY	UNIT 10 International Trade. Import Export Procedure.	
8	FEBRUARY	REVISION, PRACTICALS ETC.	
9	MARCH	TERM-2 EXAMS	



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Class XII

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S.NO	MONTH	CHAPTERS-TOPIC/SUB-TOPICS	ACTIVITY/PROJECT
1	APRIL	<p><u>PART-A PRINCIPLE AND FUNCTION OF MANAGEMENT</u> <u>CHAPTER 1</u> Nature and significance of management Objectives of management, importance of management, levels of management, functions of management and coordination. <u>CHAPTER 2.</u> Principle of management. Features of management. importance of management principles, FAYOLS principles of management, scientific management by TAYLOR, comparison between TAYLOR AND FAYOLS</p>	<p>1 Assignment. On management objectives and importance 2 Project on FAYOLS principle of management.</p>
2	MAY.	<p><u>CHAPTER 3</u> Business Environment meaning, features of business environment, importance of business environment, dimensions of business environment</p>	<p>3 project on different environment dimension. Social, political, economic technological and legal environment.</p>
3	JUNE	<p><u>Chapter 4</u> planning features of planning, limitations of planning process, types of plan</p>	<p>4 Assignment on planning process, types of plan</p>
4	JULY	<p><u>Chapter 5</u> organizing features of organizing, process, organizational structure, formal and informal organization centralization and decentralization. <u>Chapter 6</u> staffing meaning, benefits of staffing, human resource management, process, component of staffing, training method</p>	<p>5 Assignment on process of organizing, delegation, authority, responsibility and accountability. Centralization and decentralization 6 worksheet on staffing, recruitment and selection</p>
5	AUGUST	<p><u>Chapter 7</u> directing features, supervision, motivation, leadership and communication</p>	<p>Assignment on leadership, motivation and communication barrier.</p>
6	SEPTEMBER	<p>REVISION AND TERM 1 EXAM</p>	

7	OCTOBER	CHAPTER 8 :controlling ,importance of controlling, relationship between planning and controlling, controlling process	
8	NOVEMBER	Chapter 9 financial management. Objectives of financial management, financial decisions, financial planning, capital structure, fixed and working capital. Chapter 10.financial market money market and capital market, stock exchange	Assignment on capital structure. Working and fixed capital. Assignment on stock exchange Project on marketing management
9	DECEMBER	Chapter 11 marketing management. Philosophies, labeling branding and communication tool. Chapter 12 consumer protection. Rights and responsibility, remedies three tier machinery	<ul style="list-style-type: none"> • Assignment on consumer protection act
10	JANUARY	PRE-BOARD EXAMS, REVISION	
11	FEBRUARY	REVISION, PRACTICALS ETC.	