


SYLLABUS 2022-23

SUBJECT- Business Studies



CLASS - 12

TERM I

MONTH	TEXT BOOK - TOPIC	E LIBRARY TOPIC	ACTIVITY PROJECT/READING/ASL
APRIL	Objectives of Managements, Levels of Management, Functions of management, Coordination as an assece of management	Chapter 1: Nature and significance of Management	Game Activity(Kho-kho) *With the help of this activity students will learn about the functions of management.
MAY	characteristics of management principal, signifcent of management principals, fayol's principles of management and scientific management developed by F.W.Taylor	Chapter 2: principles of management	" Observation of the principles " (Students will visit in any company and outlates ie Domino's, Mecdonalled etc and will do the servey regarding these
JULY	Importance of Buisness Environment, Features of Business Environment, Dimentions of Business Environmnet	Chapter 3: Business environment	presntation
AUGUST	Features and importance of planning, Planning Process, Organisational structure, deligation of authority, Centralization and Decentralization, Staffing and HRM, Staffing process, component of staffing, methods of training	Chapter 4: Planning Chapter 5: Organising Chapter 6: Staffing	Role play Activity
SEPTEMBER	Revision	Revision	

TERM II

OCTOBER	Elements of Directing, Supervision, Motivation, Leadership, Communication	Chapter 7: Directing	presntation (On Meslow's hierarchy Theory)
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NOVEMBER	Limitations of Controlling Process of Controlling, Financial Decisions, Capital Structure, Types of Financial Market, Stock Exchange, Marketing Management Philosophies, Marketing Mix, Leagal Protection to Consumer, Consumers rights and Responsibilities, Redressal agencies under the consumer protection act 2019 and their jurisdiction	Chapter 8: Controlling Chapter 9: Financial management Chapter 10: Financial Market Chapter 11: Marketing Management Chapter 12: Consumer Protection	Activity related to stock exchange(In this activity students will learn about the stock market while investing a specificied amount of fake money in certain stock. Then they study the result and buy and sale as they feel fit.
DECEMBER	Revision	Revision	
JANUARY	Revision	Revision	
FEBRUARY	Revision	Revision	