



CLASS XII BUSINESS STUDIES 2021-22

BOOK PRESCRIBED- NCERT BOOKS PART1&2

DURATION	SYLLABUS COVERED	SYLLABUS TESTED	LEARNING OBJECTIVE
UT -1 (APRIL-JUNE)	APRIL Unit1.Nature and significance of management Unit2. Principles of Management Unit3. Business Environment Unit4. Planning. Unit5. Organizing	Unit1.Nature and significance of management Unit2. Principles of Management	<p>To develop knowledge & understanding related to</p> <p>Nature , meaning, objectives and importance of Management. Levels and functions of management including coordination as essence of management.</p> <p>To develop knowledge & understanding related to principles of management developed by Taylor & Fayol and Techniques of management developed by Taylor.</p> <p>To develop knowledge related to environment and its dimensions</p>
TERM 1 (JULY)	JULY UNIT6-STAFFING Unit7. Directing	Unit1.Nature and significance of management Unit2. Principles of Management Unit3. Business Environment Unit4. Planning. Unit5. Organizing	<p>To develop knowledge & understanding related to:</p> <ul style="list-style-type: none"> • Nature, Process and Importance of planning& Types of plans. • Meaning and importance of Organizing& different types of Organisational Structures • Meaning and importance and process & components of Staffing. <p style="text-align: right;">+</p>

UT 2 (AUG)	Unit8. Controlling. Unit11. Marketing Management	Unit 6-Staffing Unit7. Directing	To develop knowledge & understanding related to: <ul style="list-style-type: none"> • Features, importance & Elements of Directing • Nature, importance & process of Controlling
HALF YEARLY EXAMINATION (SEP)	AUG Unit 12- Consumer protection REVISION	Unit1. Nature and significance of management Unit2. Principles of Management Unit3. Business Environment Unit4. Planning. Unit5. Organizing Unit 6. Staffing Unit7. Directing Unit8. Controlling. Unit11. Marketing Management Unit 12- Consumer protection	To develop knowledge & understanding related to: <ul style="list-style-type: none"> • Meaning of Marketing Management & elements of marketing mix. • Consumer protection act
II TERM (NOV)	OCT-NOV Unit9. Financial Management Unit10. Financial Market	(100% SYLLABUS) Unit1. Nature and significance of management Unit2. Principles of Management Unit3. Business Environment Unit4. Planning. Unit5. Organizing Unit 6. Staffing Unit7. Directing Unit8. Controlling Unit9. Financial Management Unit10. Financial Market Unit11. Marketing Management Unit 12- Consumer protection	To develop knowledge & understanding related to: <ul style="list-style-type: none"> • Meaning & objectives of financial management. Financial decisions & Capital structure. • Types and functions of financial markets.
PREBOARD (JAN)	Revision Full Syllabus 100%	Full Syllabus 100%	

	SUBJECT ENRICHMENT/ PRACTICAL/ ENGLISH CONVERSATION / VISUAL STIMULUS	PORTFOLIO	MULTIPLE ASSESSMENT
TERM1	<p>Allocation of project among students. Project based on any one of the assigned topics:- Principles of Management/ Business Environment etc. as prescribed by cbse. Guidelines will be given to students to make and record their observations in form of a project file.</p>	<p>Principles of Management/ Business Environment as prescribed by cbse. Students will develop an understanding of social and ethical issues concerning society. Students will combine practical approach with technologies in the process of research work.</p>	<p>Checking of the project to ensure its accuracy if required, further guidelines will be given to students to make amendments.</p>
TERM2	<p>Allocation of project among students. Project based on any one of the assigned topics:- Marketing management/Stock Exchange etc. as prescribed by cbse. Guidelines will be given to students to make and record their observations in form of a project file.</p>	<p>Marketing management/Stock Exchange etc. as prescribed by cbse.</p>	<p>Rechecking of the project to ensure its accuracy if required, further guidelines will be given to students to make amendments. Project work submission by 15th Dec</p>