

**YEAR PLAN 2018 – 2019**  
**Grade XI – BUSINESS STUDIES**

**The academic year is divided into three sessions.**

**Session One:** June to August 2018.

**Session Two:** September 2018 to December 2018.

**Session Three:** January 2019 to March 2019

**Summative Assessment I** – August 2018

**Summative Assessment II**-December 2018

**Summative Assessment III** – March 2019

**AIM:** Develop an interest in the finer aspects of Business activities in the country

**ENDURING UNDERSTANDING:** To value the importance of business in nation building and generate an interest in entrepreneurship.

**GENERAL OBJECTIVES:**

- 1.To enable candidates to know the basic structure of a business organisation.
- 2.To acquaint candidates with the various functions conducted therein.
- 3.To provide preliminary practice on the functional aspects of an office organisation.
- 4.To provide candidates with a preliminary idea of an office environment

Duration	Topics	Specific learning objectives	Activities	Resources.
June (19 days)	<b>1.Business Environment</b> <ul style="list-style-type: none"> <li>• Concept</li> <li>• Importance</li> <li>• Features</li> <li>• Need</li> <li>• SWOT Analysis</li> </ul> <p>Monthly test</p>	<ul style="list-style-type: none"> <li>• Explain the concept of Business Environment</li> <li>• List out the features of Business Environment</li> <li>• List out the Importance of Business Environment</li> <li>• List out the Need to understand Business Environment</li> <li>• Explain the importance of SWOT Analysis</li> </ul>	<ul style="list-style-type: none"> <li>• MCQ based questions to check concept clarity</li> <li>• Worksheet on Business Environment (1 in class and 1 for homework)</li> </ul>	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
July (20 days)	<b>2.Entrepreneurship</b> <ul style="list-style-type: none"> <li>• Meaning &amp; Definition of Entrepreneur</li> <li>• Meaning ,Definition &amp; Features of Entrepreneurship</li> <li>• Meaning ,Definition &amp; Features of Intrapreneurship</li> <li>• Difference between Entrepreneurship &amp; Intrapreneurship</li> <li>• Meaning &amp; Definition of Enterprise</li> <li>• Steps in setting up an Enterprise</li> <li>• Meaning of Business risks</li> <li>• Causes of failure</li> </ul> <p>Monthly test</p>	<ul style="list-style-type: none"> <li>• Explain the concept of Entrepreneur</li> <li>• Explain the concept of Entrepreneurship</li> <li>• List out the features of Entrepreneurship</li> <li>• List out the features of Intrapreneurship</li> <li>• List out the difference between Entrepreneurship &amp; Intrapreneurship</li> <li>• Explain the concept of Enterprise</li> <li>• List out the steps in setting up an Enterprise</li> <li>• Explain the meaning of Business risks</li> <li>• List out the Manager types of Business risks</li> <li>• List out the Causes of failure</li> </ul>	Create notes which will be reviewed in class. Q & A session - Written and oral. Home assignments  Group discussion topics <ul style="list-style-type: none"> <li>• Business risks</li> <li>• Causes of failure</li> </ul> Project work (individual)  Continuous assessment	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
August (0 day)	Project work 1 (Date of submission: After Onam) <b>Summative Assessment I</b>  Onam Holidays			

September (16 days)	<b>3. Managers and Managerial Roles</b> <ul style="list-style-type: none"> <li>Meaning &amp; Definition of a Manager</li> <li>Managerial roles</li> </ul> Project work submission and discussion	<ul style="list-style-type: none"> <li>Explain the meaning of Manager</li> <li>List out the roles of Manager</li> </ul>	<ul style="list-style-type: none"> <li>Group discussion</li> <li>Individual presentation on Managerial roles</li> <li>Report writing</li> <li>Project submission and discussion</li> </ul>	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
October (20 days)	<ul style="list-style-type: none"> <li>Authority, responsibility and accountability</li> <li>Change management</li> </ul> <b>Monthly test</b>	<ul style="list-style-type: none"> <li>Explain the meaning of Authority, responsibility and accountability</li> <li>Understand the meaning of Change management</li> <li>List out the need for Change management</li> </ul>	Group discussion topics <ul style="list-style-type: none"> <li>Authority, responsibility and accountability</li> <li>Change management</li> </ul>	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
November (17 days)	<b>4. Automation at Workplaces</b> <ul style="list-style-type: none"> <li>Meaning &amp; Definition of a mechanization</li> <li>Evolution from mechanization to automation</li> <li>Merits &amp; demerits of automation</li> <li>Banks</li> </ul> Project work 2 Revision for summative 2	<ul style="list-style-type: none"> <li>Explain the meaning&amp; Definition of a mechanization</li> <li>Differentiate mechanization and automation</li> <li>List out the Merits &amp; demerits of automation</li> <li>Explain the meaning of Bank</li> <li>Explain the uses of ATM</li> <li>Describe the procedure for Passbook printing kiosk</li> <li>Specify the role and functioning of cheque/cash depositing machine</li> <li>Describe about SMS alerts</li> </ul>	<ul style="list-style-type: none"> <li>MCQ based questions to check concept clarity</li> <li>Worksheet on Automation at Workplaces (1 in class and 1 for homework)</li> </ul> Model tests / Repetitive writing <ul style="list-style-type: none"> <li>MCQ based questions to check concept clarity</li> </ul>	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
December (0 day)	<b>Summative Assessment II</b> (Christmas holidays)			
January (20 days)	<ul style="list-style-type: none"> <li>Retail Industry</li> </ul> Submission of project 2 Project evaluation <b>Monthly test</b>	<ul style="list-style-type: none"> <li>Explain the concept of Retail Industry</li> <li>List out the uses of barcode scanner, POS &amp; card machine</li> </ul>	Collecting pictures of barcode scanner, POS & card machine  Project submission and discussion and evaluation	Pitambar Publications Viva Publishers ISC – BUSINESS STUDIES - C B Gupta Websites NCERT reference
February (16 days)	<ul style="list-style-type: none"> <li>Corporate office</li> </ul> Revision for summative exam	<ul style="list-style-type: none"> <li>Explain the concept of Corporate office</li> </ul>	Model tests	
March	<b>Summative Assessment III</b>			

Projects/ Field trips: As per the guidelines given by ISC.

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Textbook: ISC (Grade XI) Business studies by C B Gupta.

**Approved by the Principal**