JAYPEE PUBLIC SCHOOL, GREATER NOIDA

WEEKLY SYLLABUS

SESSION: 2024-2025

CLASS – XI

BUSINESS STUDIES

MONTH: APRIL, 2024

Content / Topic	1st Week	2 nd Week	3rd Week	4th Week		
UNIT-1	Nature & Purpose of	Nature & Purpose of	Nature & Purpose of	Nature & Purpose of		
NATURE AND	Business	Business	Business	Business		
PURPOSE OF	• Economic & Non-	Role of Profit in	Types of Business	Business Risks		
BUSINESS	Economic Activities	Business	Activities	- Meaning		
	Business, Profession &	Types of Business	- Commerce	- Features		
	Employment	Activities	o Trade	- Types		
	• Features of Business	- Industry	Aids to Trade	- Causes		
	Objectives of Business	 Primary Industry 				
		 Secondary Industry 				
		 Tertiary Industry 				
Learning Objectives	To enable the students to:					
		of business with special refere	ence to economic and non-eco	onomic activities.		
	 Discuss the characteristic 					
		of business, profession, and en				
	1 11	and social objectives of busin	ness.			
	<u> </u>	❖ Examine the role of profit in business.				
	Understand the broad categories of business activities- industry and commerce.					
	❖ Describe the various types of industries.					
	❖ Discuss the meaning of commerce, trade, and auxiliaries to trade.					
		❖ Discuss the meaning of different types of trade and auxiliaries to trade.				
		Examine the role of commerce- trade and auxiliaries to trade.				
		of risk as a special characterist	ic of business.			
	* Examine the nature and causes of business risks.					
Expected Learning		The students will be able to:				
Outcomes	<u> </u>	Explain the features of business.				
		Differentiate between business, profession, and employment.				
	•	Classify the broad categories of business activities as - Industry and Commerce.				
	Explain the various types					
	Explain the nature and ca		D 1 G G 1 G	MDID MARGO :		
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,					
	Worksheets, Sample Papers,	etc.				

MONTH: MAY, 2024

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week
UNIT-2	Forms of Business	Forms of Business	Forms of Business	Forms of Business
	Organisations	Organisations	Organisations	Organisations

FORMS OF	Private & Public	Partnership	Joint Stock Company	Formation of Company		
BUSINESS	Enterprises	- Meaning & Features	- Meaning	- Stages		
ORGANISATIONS	Sole-Proprietorship	- Merits	- Features	 Incorporation 		
	- Meaning & Features	- Limitations	- Merits	 Capital Subscription 		
	- Merits	- Types of Partners	- Limitations	o Commencement of		
	- Limitations	- Types of Partnership	- Types	Business		
	Joint Hindu Family	- Partnership Deed	 One Person Co. 	- Memorandum of		
	Business	 Cooperative Societies 	o Private Co.	Association		
	- Meaning & Features	- Meaning & Features	o Public co.	- Articles of Association		
	- Merits	- Merits	• Formation of Company	- Prospectus		
	- Limitations	- Limitations	- Stages	Factors influencing choice		
		- Types	o Promotion	of Forms of Business		
Learning Objectives	To enable the students to:					
		business organizations and un				
		artnership on the basis of durat	tion and on the basis of liabilit	ry.		
	Discuss types of partners -active, sleeping, secret, nominal and partner by estoppel.					
	❖ Understand the concept of Hindu Undivided Family Business.					
	 Understand the concept of consumers, producers, marketing, farmers, credit and housing cooperatives. Identify and explain the concept, merits, and limitations of private and public companies. 					
	1	•	of private and public compani	ies.		
	• Understand the meaning of one person company.					
	Highlight the stages in the formation of a company.					
	 Distinguish between the various forms of business organizations. Explain the factors that influence the choice of a suitable form of business organization. 					
Expected Learning	The students will be able to:		e form of business organization	111.		
Outcomes						
Outcomes		➤ Identify and explain the concept, merits, and limitations of Sole Proprietorship. Lightify and explain the concept, merits, and limitations of a Partnership firm				
	 Identify and explain the concept, merits, and limitations of a Partnership firm. Identify and explain the concept, merits, and limitations of Cooperative Societies. 					
		 Identity and explain the concept, merits, and limitations of Cooperative Societies. Distinguish between a private company and a public company. 				
	 Discuss the important documents used in the various stages in the formation of a company. 					
Teaching Aids /		PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,				
Resources	Worksheets, Sample Papers, e		, = = = ,	,,		
	, , , , , , , , , , , , , , , , , , , ,	MONTH, HILV 2024				

MONTH: JULY, 2024

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week
UNIT-3	Public, Private & Global	Public, Private & Global	Public, Private & Global	Business Services
PUBLIC, PRIVATE AND	Enterprises	Enterprises	Enterprises	E-Banking
GLOBAL	• Private Enterprises v/s	Public Sector	Global Enterprises	- Meaning
ENTERPRISES	Public Enterprises	Enterprises	-	- Benefits

UNIT-4 BUSINESS SERVICES	 Public Sector Enterprises Departmental Undertakings Meaning Features 	 Statutory Corporations Meaning Features Government Company Meaning Features 	 Public-Private- Partnership Business Services Meaning & Types Banking Meaning 	To BanksTo CustomersE-Banking Services	
			Types of AccountsBanking Services		
Learning Objectives	To enable the students to: Develop an understanding of Public-Sector and Private-Sector Enterprises. Identify and explain the features, merits and limitations of different forms of public sector enterprises. Develop an understanding of global enterprises, public private partnership by studying their meaning and features. Understand the meaning and types of business services. Discuss the meaning and types of Business service. Develop an understanding of Banking, difference types of bank account. Develop an understanding of the different services provided by banks				
Expected Learning	The students will be able to:				
Outcomes	➤ Distinguish between Public-Sector Enterprises and Private-Sector Enterprises.				
	Explain the features, merits, and limitations of Departmental Undertakings.				
	 Explain the features, merits, and limitations of Statutory Corporations. Explain the features, merits, and limitations of Government Companies. 				
	 Explain the features, ments, and limitations of Government Companies. Explain the meaning and types of Business service. 				
	 Explain the meaning and types of Business service. Describe in detail the different services provided by banks. 				
	 Explain the benefits of E-Banking. 				
Teaching Aids / Resources	PPT's, Computerized Notes,	You-Tube Videos, Text-Book	, e-Book, Case-Study Question	ns, MIND-MAPS, Quiz,	
	Worksheets, Sample Papers,	etc.			

MONTH: AUGUST, 2024

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week
UNIT-4	Business Services	Business Services	Emerging Modes of Business	Emerging Modes of
BUSINESS SERVICES	Insurance	• Telecom	Meaning	Business
	- Meaning	- Meaning	E-Business	• E-Business
	- Types	- Benefits	E-Commerce	- Benefits
UNIT-5	- Principles	- Services	- Meaning	
EMERGING MODES	1		- Scope	• E-Business v/s
OF BUSINESS			o B2B Commerce	Traditional Business
OI BOSH (ESS			o B2C Commerce	
			o C2C Commerce	
			 Intra-B Commerce 	

Learning Objectives	 To enable the students to: Recall the concept of insurance. Understand Utmost Good Faith, Insurable Interest, Indemnity, Contribution, Doctrine of Subrogation and Causa Proxima as principles of insurance Discuss the meaning of different types of insurance-life, health, fire, marine insurance. Understand the utility of different telecom services Give the meaning of e-business. Discuss the scope of e-business. Appreciate the benefits of e-business. Distinguish e-business from traditional business.
Expected Learning	The students will be able to:
Outcomes	> Explain the concept of Insurance.
	Explain the principles of Insurance.
	Classify different types of Insurance.
	Explain the scope of e-Business.
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,
	Worksheets, Sample Papers, etc.

MONTH: SEPTEMBER, 2024

Content / Topic	1 st Week 2 nd Week		3 rd Week	4 th Week	
REVISION	REVISION	HALF YEARLY	HALF YEARLY	HALF YEARLY	
HALF YEARLY		EXAMINATION	EXAMINATION	EXAMINATION	
EXAMINATION			Emily (minute)		
Learning Objectives	To enable the students to:				
	❖ Revise Syllabus of Half-Yearly Examination.				
Expected Learning	The students will be able to:				
Outcomes	➤ Solve Questions in Examination.				
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,				
	Worksheets, Sample Papers,	etc.			

MONTH: OCTOBER, 2024

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week
UNIT-6	Social Responsibility of	Social Responsibility of	Sources of Business	Sources of Business
SOCIAL	Business & Business Ethics	Business & Business	Finance	Finance
RESPONSIBILITY	Meaning	Ethics	 Business Finance 	Retained earnings
OF BUSINESS &	• Kinds	Responsibility towards	- Meaning	- Meaning & Features
BUSINESS ETHICS	- Economic Responsibility	different interest groups	- Nature	- Merits & Limitations
	- Legal Responsibility		- Importance	Debentures
	2-gai responsionity		 Sources of Finance 	- Meaning & Features

UNIT-7 SOURCES OF BUSINESS FINANCE	- Discretionary Responsibility - Ethical Responsibility - Cases favoring Social Responsibility - Elements - Owner's Funds - Borrowed Funds - Equity Shares - Meaning & Features - Merits & Limitations - Types - Loan from Banks - Loan from Fin. Inst Merits & Limitations - Trade Credit - Public Deposits - Inter Corporate Deposits				
Learning Objectives	To enable the students to:				
	State the concept of social responsibility.				
	 Examine the case for social responsibility. Appreciate the role of business in environment protection. 				
	 Appreciate the role of business in environment protection. State the concept of business ethics. 				
	 State the meaning, nature, and importance of business finance. 				
	 State the meaning, nature, and importance of business finance. Classify the various sources of funds into owners' funds. 				
	State the meaning of owners' funds.				
	State the meaning of borrowed funds.				
Expected Learning	The students will be able to:				
Outcomes	Explain the social responsibility towards different interest groups.				
	Describe the elements of business ethics.				
	> Distinguish between owners' funds and borrowed funds.				
	Explain & Discuss the concept of equity shares, preference shares, debentures, bonds, loans from financial				
	institutions and commercial banks, Trade credit and inter corporate deposits.				
Teaching Aids /	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,				
Resources	Worksheets, Sample Papers, etc.				

MONTH: NOVEMBER, 2024

Content / Topic	1st Week	2nd Week	3 rd Week	4 th Week
UNIT-8	Small Business &	Small Business &	Internal Trade	Internal Trade
SMALL BUSINESS &	Entrepreneurship	Entrepreneurship	Meaning	Types of Retailers
ENTERPRENEURSHIP UNIT-9 INTERNAL TRADE	 Small Business Definition Role Problems Government Support 	 Entrepreneurship Intellectual Property Rights Start-up India Scheme 	 Types Wholesale Trade Meaning Services to Manufacturers & to Retailers Retail Trade Meaning 	 Itinerants Fixed Shop Small R. Fixed Shop Large R. Departmental Stores Chain Stores GST Concept
Learning Objectives	To enable the studen	ts to:	Services to Wholesalers & to customers	- Features
Learning Objectives	To enable the studen	ts to:	Services to wholesarers & to customers	- 1 catales

	Understand the concept of Entrepreneurship Development (ED), Intellectual Property Rights		
	 Understand the meaning of small Business 		
	❖ Appreciate the various Government schemes and agencies (like NSIC and DIC) for development of small scale		
	industries with special reference to rural, backward area.		
	❖ State the meaning and types of internal trade.		
	❖ Appreciate the services of wholesalers and retailers.		
	❖ Explain the different types of retail trade.		
	❖ Highlight the distinctive features of departmental stores, chain stores and mail order business.		
	❖ Understand the concept of GST		
Expected Learning	The students will be able to:		
Outcomes	Define Small Business as per MSMED Act.		
	Discuss the role of small business in India		
	Explain Government Support to Small Business in India.		
	Describe Services of Wholesalers and retailers.		
	Classify the types of retailers		
	 Distinguish between Departmental Stores & Chain Stores 		
	> Discuss the concept of GST		
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,		
	Worksheets, Sample Papers, etc.		

MONTH: DECEMBER, 2024

Content / Topic	1st Week	2nd Week	3 rd Week	4 th Week	
UNIT-10	International Trade	International	International Trade	International Trade	
INTERNATIONAL TRADE	 Meaning Features Essentials of International Trade International Trade v/s Domestic Trade Benefits To Nations 	Trade • Export Trade - Meaning - Features - Objectives - Steps	Import TradeMeaningFeaturesObjectivesSteps	 Documents Required in International Trade WTO Meaning Objectives 	
Learning Objectives	To enable the students to: ❖ Understand the concept of international trade. ❖ State the meaning and objectives of export trade. ❖ Explain the important steps involved in executing export trade. ❖ State the meaning and objectives of import trade. ❖ Discuss the important steps involved in executing import trade. ❖ Develop an understanding of the various documents used in international trade. ❖ Identify the specimen of the various documents used in international trade.				

	❖ Highlight the importance of the documents needed in connection with international trade transactions			
	❖ State the meaning of World Trade Organization.			
	❖ Discuss the objectives of World Trade Organization in promoting international trade.			
Expected Learning	The students will be able to:			
Outcomes	> Describe the scope of international trade to the nation and business firms.			
	Distinguish between International Trade & Domestic Trade.			
	Explain the benefits of International Trade.			
	Describe the Steps of Export Trade.			
	> Describe the Steps of Export Trade.			
	Explain important Documents required in International Trade.			
	Explain the concept of WTO.			
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS, Quiz,			
_	Worksheets, Sample Papers, etc.			

MONTH: JANUARY, 2025

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week	
PROJECT REVISION	WINTER VACATION	PROJECT	REVISION	REVISION	
Learning Objectives	To enable the students to:				
	❖ Revise the syllabus for Annual Examination.				
Expected Learning Outcomes	The students will be able to:				
	➤ Solve Questions in Examination				
Teaching Aids / Resources	PPT's, Computerized Notes, You-Tube Videos, Text-Book, e-Book, Case-Study Questions, MIND-MAPS,				
	Quiz, Worksheets, Sample Papers, etc.				

MONTH: FEBRUARY, 2025

Content / Topic	1st Week	2 nd Week	3 rd Week	4 th Week
	ANNUAL	ANNUAL	ANNUAL	ANNUAL
	EXAMINATION	EXAMINATION	EXAMINATION	EXAMINATION
Learning Objectives	To enable the students to:			
Expected Learning	The students will be able to	•		
Outcomes				