Indian School Al Wadi Al Kabir - Syllabus break up for August 2019

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| **Business Studies**  **XI** | * Types of companies * Factors influencing choice of forms of organization * Formation of company * Promotion of companies * Functions of promoter * Important documents * Incorporation | * Effects of certificate of incorporation promoter * Capital subscription * Commencement of business   **Chapter -3 – Private, public and global enterprises**   * Departmental undertaking * Statutory corporation * Government company * Global Enterprises * Public private partnership | **Chapter -3 – Private, public and global enterprises (contd.)**   * Global Enterprises   **Chapter -4- Business services**   * Business services and its types - Meaning * Functions of commercial banks * E-banking * Bank services with regard to bank draft, bankersCheque, RGTS, cash credit Bank O.D, * Types of digital payment * Concepts of Insurance Functions of insurance * Principles of Insurance | **Chapter -4- Business services (contd.)**   * Concepts of life, health, fire and marine. * Postal and telecom services   **Chapter5**  **EMERGING MODE OF BUSINESS**   * E-business- * Meaning * scope, * benefits, * Difference between Traditional business and e-business |

Indian School Al Wadi Al Kabir - Syllabus break up for September2019

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| **Business Studies**  **XI** | * outsourcing concept ,need scope of BPO   Meaning of business process outsourcing and knowledge process outsourcing  Smart card and ATM’s meaning and utility | REVISION | ASSESSMENT 1 | ASSESSMENT 1 |

Indian School Al Wadi Al Kabir - Syllabus break up for October2019

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| **BUSINESS STUDIES**  **XI** | **CH-6 SOCIAL RESPONSIBILITY OF BUSINESS**   * Concept of social responsibility   Case for social responsibility   * Responsibility towards owners, investors, consumers, employees, government and community * Need and role of environment protection | * Basic elements of business ethics   SCRAP writing on Social responsibility by any three enterprises.   * **Chapter7 SOURCESOF BUSINESS FINANCE** * Meaning, nature and importance of businessfinance * Classification of Sources of Business finance * Retained earnings * Trade credit | * **Chapter7 SOURCESOF BUSINESS FINANCE (Contd.)** * Conceptof Owners fund-equity, preference * GDR, ADR, IDR * Borrowed funds * Debentures and bonds , loans from financial institution.   ACTIVITY:  Collect Information on  Shares and debentures of Indian Companies. | **CH-8 SMALL BUSINESS AND ENTERPRISES**   * Entrepreneurship Development (ED): Concept, Characteristics and Need * Process Entrepreneurship Development: Start-up India Scheme, ways to fund start-up * Intellectual Property Rights and Entrepreneurship * Small scale business as defined by MSMED ACT 2006. |

Indian School Al Wadi Al Kabir - Syllabus break up for November2019

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| BUSINESS STUDIES  XI | **CH-8 SMALL BUSINESS AND ENTERPRISES (CONTD)**   * Role of small business with special reference to rural areas. * Government schemes and agencies-NSIC,DIC with special reference to rural areas. | **Ch-9 INTERNAL TRADE**   * Services rendered by wholesalers and retailers * Types of retail-trade-Itinerant and small scale fixed shops retailers | * **GST (Goods and Services Tax): Concept and key-features** * Large scale retailers-departmental stores, chain stores,Vending machines. | * Large scale retailers-departmental stores, chain stores, * Mail order business * Concept of automatic vending machine * Scrap Writing |

Indian School Al Wadi Al Kabir - Syllabus break up for December2019

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| BUSINESS STUDIES  XI | * Main documents used in internal trade * Performa invoice, invoice, debit note, credit note, LR, RR   Terms of trade- COD,FOB,CIF,E&OE | Assessment 2 | Assessment 2 |  |

Indian School Al Wadi Al Kabir - Syllabus break up for January2020

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
| BUSINESS STUDIES  XI |  | **Ch-10**  **INTERNATIONAL TRADE**   * Meaning * Need for International Business * Difference between internal trade external trade * Problems of International business | Ch-10  INTERNATIONAL TRADE (contd.)   * Scope of International business * objectives and procedure of export trade | Ch-10  INTERNATIONAL TRADE (contd.)   * Import trade and meaning, procedure * Documents involved * World Trade Organization (WTO) meaning and objectives |

Indian School Al Wadi Al Kabir - Syllabus break up for february2020

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| **Class** | **Week1** | **Week2** | **Week3** | **Week4** |
|  | REVISION  VIVA | REVISON  VIVA | ASSESSMENT 3 | ASSESSMENT 3 |

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