



DELHI PUBLIC SCHOOL (JOKA) SOUTH KOLKATA
SYLLABUS - 2020 -2021
CLASS – XI
BUSINESS STUDIES

Examinations	Topic/Chapters
<u>PERIODIC TEST -I</u>	1. Nature and purpose of business 2. Forms of business organisations 4. Business Services
<u>MIDTERM EXAMINATION</u>	1. Nature and purpose of business 2. Forms of business organisations 3. Private, Public & Global Enterprises 4. Business Services 5. Emerging modes of business 6. Social responsibilities of business & business ethics PROJECT WORK
<u>PERIODIC TEST -II</u>	7. Sources of business finance 8. Small business & Enterprises 9. Internal Business
<u>ANNUAL EXAMINATION</u>	1. Nature and purpose of business 2. Forms of business organisations 3. Private, Public & Global Enterprises 4. Business Services 5. Emerging modes of business 6. Social responsibilities of business & business ethics 7. Sources of business finance 8. Small business & Enterprises 9. Internal Business 10. International Business PROJECT WORK

TOPICS DELETED

Part A: Foundation of Business

Unit/ Topic

Unit 2: Forms of Business organizations : Choice of form of business organization

Unit 3: Public, Private and Global Enterprises : Global Enterprises – Feature. Joint ventures, Public private partnership – concept

Unit 4: Business Services: Postal Service - Mail, Registered Post, Parcel, Speed Post, Courier - meaning

Unit 5: Emerging Modes of Business : Business Process Outsourcing (BPO): Concept, need and scope

Unit 6: Social Responsibility of Business and Business Ethics: Business Ethics - Concept and Elements

Part B: Finance and Trade

Unit/ Topic

Unit 7: Sources of Business Finance: Borrowed funds: Inter Corporate Deposits (ICD) – Concept

Unit 9: Internal Trade :Types of retail-trade-Itinerant and small scale fixed shops retailers
GST (Goods and Services Tax): Concept

Unit 10: International Trade: Export trade – Meaning and procedure

Import Trade - Meaning and procedure

Documents involved in International Trade: indent, letter of credit, shipping order, shipping bills, mate's receipt (DA/DP)

World Trade Organization (WTO) meaning and objectives