

**BUSINESS STUDIES BI-MONTHLY SYLLABUS 10+2****SESSION 2020-21**

<b>MONTH</b>	<b>PART</b>	<b>UNIT NO</b>	<b>UNIT NAME</b>
<b>APRIL- JUNE</b>	<b>PART-A</b>	<b>UNIT - 1</b>	<b>NATURE AND SIGNIFICANCE OF MANAGEMENT</b>
		<b>UNIT-2</b>	<b>PRINCIPLES OF MANAGEMENT</b>
<b>JULY- AUGUST</b>	<b>PART-A</b>	<b>UNIT-3</b>	<b>BUSINESS ENVIRONMENT</b>
		<b>UNIT - 4</b>	<b>PLANNING</b>
		<b>UNIT-5</b>	<b>ORGANISING</b>
		<b>UNIT-6</b>	<b>STAFFING</b>
		<b>UNIT-7</b>	<b>DIRECTING</b>
<b>SEPTEMBER- OCTOBER</b>	<b>PART-A</b>	<b>UNIT-8</b>	<b>CONTROLLING</b>
		<b>UNIT-9</b>	<b>COORDINATION</b>
	<b>PART-B</b>	<b>UNIT- 10</b>	<b>BUSINESS FINANCE</b>
		<b>UNIT-11</b>	<b>FINANCIAL MARKETS</b>
<b>NOVEMBER- DECEMBER</b>	<b>PART-B</b>	<b>UNIT-12</b>	<b>MARKETING</b>
		<b>UNIT-13</b>	<b>CONSUMER PROTECTION</b>
			<b>PROJECT WORK</b> (Guidelines to be given to the students regarding project work)
<b>JANUARY</b>			<b>REVISION OF SYLLABUS AND COMPLETION OF PROJECT</b>
<b>FEBRUARY</b>			<b>REVISION OF SYLLABUS AND VIVA VOCE PRACTICE OF PROJECT</b>