Business Studies CLASS-XII (2023-24)

Theory: 80 Marks Project: 20 Marks 3 Hours

Units		Periods	Marks			
Part A	Principles and Functions of Management					
1.	Nature and Significance of Management	12	16			
2	Principles of Management	14				
3	Business Environment	12	7			
4	Planning	14	14			
5	Organising	15				
6	Staffing	16	20			
7	Directing					
8	Controlling	12				
	Total	110	50			
Part B	Business Finance and Marketing					
9	Financial Management 20		15			
10	Financial Markets	18				
11	Marketing Management 30		15			
12	Consumer Protection	12				
	Total	80	30			
Part C	Project Work (One)	30	20			

Part A: Principles and Functions of Management

Unit 1: Nature and Significance of Management

Concept	After going through this unit, the student/ learner would be able to:		
Management - concept, objectives, and importance	Understand the concept of management. Explain the meaning of 'Effectiveness and Efficiency. Discuss the objectives of management. Describe the importance of management.		
Management as Science, Art and Profession	 Examine the nature of management as a science, art and profession. 		
Levels of Management	 Understand the role of top, middle and lower levels of management 		
Management functions-planning, organizing, staffing, directing and controlling	Explain the functions of management		
Coordination- concept and importance	Discuss the concept and		

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