



**N.C JINDAL PUBLIC SCHOOL ,PUNJABI BAGH NEW DELHI**

**ANNUAL CURRICULUM 2026-27**

**SUBJECT: BUSINESS STUDIES**

**CLASS :XII**

**PREPARED BY : MRS GURPREET KAUR(PGT  
COMMERCE)**

Academic Book	CHAPTER TOPIC	Chapter Topic		START DATE	END DATE	NO. OF PERIODS
NCERT PRINCIPLES AND FUNCTIONS OF MANAGEMENT	Nature and Significance of Management	Management - concept, objectives, and importance	PT1, HY, Preboard	1-Apr-26	6-Apr-26	4
	Nature and Significance of Management	Management as Science, Art and Profession	PT1, HY, Preboard	7-Apr-26	13-Apr-26	5
	Nature and Significance of Management	Levels of Management, Management functions- planning, organizing, staffing, directing and controlling. Coordination- concept and importance and its characteristics	PT1, HY, Preboard	15-Apr-26	23-Apr-26	8
	Principles of Management	Principles of Management - concept and significance, Fayol's principles of management Taylor's Scientific management- principles and techniques. Compare the contributions of Fayol and Taylors.	PT II, HY, Preboard	24-Apr-26	8-May-26	11
	<b>PROJECT OPTIONS</b>	Project on Henry Fayol 14's Principles		11-May-26	12-May-26	2
		Project on F.W Taylor		13-May-26	13-May-26	1
		Project on Marketing		14-May-26	15-May-26	2
		Project on Business Environment		18-May-26	18-May-26	1
	<b>Business Environment</b>	Business Environment- concept and importance,	HY, Preboard	1-Jul-26	3-Jul-26	3

	Business Environment	Dimensions of Business Environment- Economic, Social, Technological, Political and Legal, Demonetization - concept and features.	HY, Preboard	4-Jul-26	7-Jul-26	3
<b>NCERT BUSINESS FINANCE AND MARKETING</b>	Marketing Management	Marketing — Concept, functions and Philosophies, Marketing Mix — Concept and elements Product - branding, labelling and packaging	PTII, HYE, Preboard	8-Jul-26	13-Jul-26	4
	Marketing Management	Concept Price - Concept, Factors determining price.Physical Distribution: concept, components and channels of Distribution	PTII, HYE, Preboard	14-Jul-26	21-Jul-26	7
	Marketing Management	Promotion — Concept and elements; Advertising, Personal Selling, Sales Promotion and Public Relations	PTII, HYE, Preboard	22-Jul-26	24-Jul-26	3
<b>NCERT PRINCIPLES AND FUNCTIONS OF</b>	Planning	Concept, importance and limitation, Planning process, Single use and standing plans.	HYE PreBoard	27-Jul-26	30-Jul-26	4
	Planning	Objectives, Strategy, Policy, Procedure, Method, Rule, budget and Programme	HYE, Preboard	31-Jul-26	3-Aug-26	3
	Organising	Concept and importance, Organising Process, Structure of organisation-functional and divisional concept.	HYE, Preboard	4-Aug-26	7-Aug-26	4
	Organising	Formal and informal organisation- concept, Delegation: concept, elements and importance, Decentralization: concept and importance	HYE, Preboard	10-Aug-26	14-Aug-26	5
	Staffing	Concept and importance of staffing, Staffing as a part of Human Resource Management concept, Staffing process, Recruitment process,	HYE, Preboard	17-Aug-26	20-Aug-26	4
	Staffing	Selection- process, Training and Development- Concept and importance, Methods of training- on the job and off the job - vestibule training, apprenticeship	HYE, Preboard	21-Aug-26	27-Aug-26	4
	Directing	Concept and importance,element of directing, Motivation-concept, Maslow's hierarchy of needs, Financial and non-financial incentives,	PT III, Preboard	31-Aug-26	8-Sep-26	7 <sup>7</sup>

	REVISION FOR HALF YEARLY			9-Sep-26	10-Sep-26	2
		Half Yearly examination		14-Sep-26	28-Sep-26	
	Directing	Leadership - concept, styles - authoritative, democratic and laissez faire	PT III, Preboard	29-Sep-26	30-Sep-26	2
	Directing	Communication - concept, formal and informal communication; barriers to effective communication, how to overcome the barriers?	PT III, Preboard	1-Oct-26	7-Oct-26	4
	Controlling	Controlling - Concept and importance		8-Oct-26	9-Oct-26	2
	<b>Controlling</b>	Relationship between planning and controlling ,Steps in process of control	PT III, Preboard	12-Oct-26	13-Oct-26	2
<b>NCERT BUSINESS FINANCE AND MARKETING</b>	<b>Financial Market</b>	Financial Markets: Concept and Money Market: Concept	PreBoard	21-Oct-26	23-Oct-26	3 <sup>2</sup>
		Stock Exchange- Functions and trading procedure, Securities and Exchange Board of India (SEBI) - objectives		27-Oct-26	30-Oct-26	3
	<b>Consumer Protection</b>	Concept and importance of consumer protection. Consumer Protection Act 2019:Meaning of consumer, Rights and responsibilities of consumers, Who can file a complain, a Redressal machinery,remedies available , Consumer awareness -role of consumer organisation and NGO.	PreBoard	2-Nov-26	5-Nov-26	4
	<b>Financial Management</b>	Financial Management: Concept, role and objective, Financial decisions: investment, financing- meaning and factors affecting decisions.	PreBoard	6-Nov-26	13-Nov-26	3
	<b>Financial Management</b>	Dividend Decision- Meaning and factors affecting,	PreBoard	16-Nov-26	17-Nov-26	2
<b>NCERT BUSINESS FINANCE AND</b>	Financial Planning- concept and importance, Capital Structure: Concept & factors affecting	18-Nov-26		21-Nov-26	4	

<b>MARKETING</b>	Fixed and Working Capital- Concept and factors affecting their requirements.		23-Nov-26	30-Nov-26	5
	<b>REVISION FOR PREBOARD</b>		1-Dec-26	3-Dec-25	3
SUBJECT TEACHER	MS. GURPREET KAUR (PGT COMMERCE)	SIGN			
SUBJECT TEACHER	MS. POORNIMA TOMAR (PGT COMMERCE )	SIGN			
SUBJECT CO-ORDINATOR : Mr. Amrish Kumar Chauhan (PGT ECONOMICS )		SIGN			



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**Subject : BUSINESS STUDIES**

S.N	PT/HYE/Pre Boards	Chapter / Topic	Max. Marks
1	PT 1 (2026)	Nature and significance of Management	20
		<b>TOTAL</b>	<b>20</b>
	PT2(2026)	Principles of management	10
		Marketing Management	10
		<b>TOTAL</b>	<b>20</b>
3	HYE(2026)	Nature and significance of management	10
		Principles of management	10
		Business Environment	10
		Planning	10
		Organising	10
		Staffing	10
		Marketing Management	20
		<b>Total</b>	80
		<b>PROJECT</b>	20
		<b>TOTAL ( A + B )</b>	<b>100</b>
4	PT 3(2026)	Directing	10
		Controlling	10
		<b>TOTAL</b>	<b>20</b>
	PreBoards (2026)	Nature and significance of management	16
5		Principles of management	14
		Business Environment	
		Planning	
		Organising	
		Staffing	20
		Directing	
		Controlling	
		<b>TOTAL</b>	
	<b>PART B</b>		
	Financial Management	15	
	Financial Markets		
	Marketing Management	15	
	Consumer Protection		
	<b>Total</b>	<b>30</b>	
	<b>TOTAL ( A + B )</b>	<b>80</b>	
	SUBJECT TEACHER (PREPARED BY) : MS. GURPREET KAUR (PGT COMMERCE)		SIGN
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