

S.H.I.P.S.
APremierInstitution
CourseofStudyforGrade XI(Commerce),2024-25

ENGLISH

Month	Skill	Topic
April	Reading	Notes Making
	Writing	Advertisement Poster
	Grammar	Determiners, Tenses
	Literature	The Portrait of a Lady A Photograph Laburnum Top
	ASL	Introduction of Self, Narration of Short Story
May	Reading	Passage
	Writing	Speech
	Grammar	Modal
	Literature	The summer of beautiful white horse The Address
July	ASL	Best Friend, Family
	Reading	Passage
	Writing	Advertisement Posters Speech
	Grammar	Determiners, tenses, Modals
	Literature	Childhood We're not afraid to die.. Discovering Tut
	ASL	Listening Task
August	Reading	Passage, Notes making
	Writing	Revision of writing composition

September	Grammar	Jumbled sentences
	Literature	Voice of Rain Father to son Adventure
	ASL	Listening/ speaking
	Term I Exam	Term I Exam
October	Reading	Passages
	Writing	Short and long composition
	Grammar	Gap Filling/Cloze Filling
	Literature	Mother's day Birth
November	ASL	Situational questions
	Reading	Passages
	Writing	Short and long composition
	Grammar	Revision
December	Literature	Silk road Situational questions
	ASL	
	Reading	Passages
	Writing	Short and long composition
	Grammar	Revision
	Literature	Tale of melon city
	ASL	Situational questions

PUNJABI

ਅਪ੍ਰੈਲ- ਦੰਤਕਥਾ - ਪੂਰਨਭਗਤ,
ਲੋਕ ਗੀਤ - ਸੁਹਾਗਪੱਤਰ,
ਇਸ਼ਤਿਹਾਰ (1-10), ਮੁਹਾਵਰੇ,
ਬੈਂਕ ਨਾਲ ਸੰਬੰਧਤ ਵਾਕ

ਮਈ- ਦੰਤਕਥਾ – ਰਾਜਾਰ ਸਾਲੂ,

ਦੁੱਲਾਭੱਟੀ, ਲੋਕਗੀਤ - ਘੋੜੀਆਂ, ਦਫ਼ਤਰੀ ਸ਼ਬਦਾਵਲੀ, ਪੱਤਰ, ਲੇਖ, ਰੇਲਵੇ ਨਾਲ ਸੰਬੰਧਿਤ ਵਾਕ

ਜੁਲਾਈ - ਲੋਕਗੀਤ - ਬੋਲੀਆਂ, ਇਸ਼ਤਿਹਾਰ(11-20), ਦਫ਼ਤਰੀ ਸ਼ਬਦਾਵਲੀ, ਮੁਹਾਵਰੇ

ਅਗਸਤ - ਲੋਕ ਗੀਤ - ਟੱਪੇ,
ਸੱਦਾਪੱਤਰ(1-6), ਮੁਹਾਵਰੇ, ਪੱਤਰ, ਲੇਖ
ਦੁਹਰਾਈ

Unit Test - ਦੰਤਕਥਾ- ਪੂਰਨ ਭਗਤ, ਲੋਕ ਗੀਤ- ਸੁਹਾਗ, ਇਸ਼ਤਿਹਾਰ (1-10), ਮੁਹਾਵਰੇ, ਬੈਂਕ ਨਾਲ ਸੰਬੰਧਿਤ ਵਾਕ, ਪੱਤਰ, ਦਫ਼ਤਰੀ ਸ਼ਬਦਾਵਲੀ

ਸਤੰਬਰ2024 Term - I

ਅਕਤੂਬਰ - ਪ੍ਰੀਤਕਥਾ - ਹੀਰ ਰਾਂਝਾ, ਲੋਕ ਗੀਤ- ਸਿੱਠਣੀਆਂ, ਵੱਖ-ਵੱਖ ਵਿਸ਼ਿਆਂ ਨਾਲ ਸੰਬੰਧਿਤ ਸ਼ਬਦਾਵਲੀ, ਡਾਕ ਨਾਲ ਸੰਬੰਧਿਤ ਵਾਕ, ਮੁਹਾਵਰੇ, ਸੱਦਾ ਪੱਤਰ (7-12), ਪੱਤਰ

ਨਵੰਬਰ - ਪ੍ਰੀਤਕਥਾ - ਮਿਰਜ਼ਾ ਸਾਹਿਬਾ, ਲੋਕ ਸਾਹਿਤ - ਢੋਲਾ, ਪੱਤਰ, ਲੇਖ, ਕੰਪਿਊਟਰ ਨਾਲ ਸੰਬੰਧਿਤ ਵਾਕ

ਦਸੰਬਰ - ਲੋਕਸਾਹਿਤ- ਮਾਹੀਆ, ਬੁਝਾਰਤਾਂ, ਲੇਖ, ਬੀਮਾ ਸੇਵਾਵਾਂ ਨਾਲ ਸੰਬੰਧਿਤ ਵਾਕ
ਜਨਵਰੀ - ਦੁਹਰਾਈ
ਫਰਵਰੀ- ਦੁਹਰਾਈ
ਮਾਰਚ - Term - II

PHYSICALEDUCATION

APRIL

Chapter1- Changing Trends and Career in Physical Education
Chapter2- Olympism Value Education

May

Chapter 2 – Olympism Value Education
Chapter 3 – Yoga

Periodic Test 1

Chapter 1 and Chapter 2

June

Practical Work
Fitness tests administration. (SAI Khelo India Test)

July

Chapter 4 – Physical Education and Sports for CWSN
Chapter 5 – Physical Fitness, Wellness and Lifestyle

Periodic Test 2

Chapter 3

Chapter 4

August

Chapter 6:- Test, Measurement and Evaluation

Practical work :- Procedure for Asanas, Benefits & Contraindication for any two Asanas for each lifestyle disease

September

Term 1 Exam

Chapter 1 to 5

Term 2 Syllabus

October

Chapter 7 – Fundamentals of Anatomy, Physiology in Sports.

Chapter 8 – Fundamentals of Kinesiology and Biomechanics in Sports.

Periodic Test 3

Chapter 6, 7 & 8.

November

Chapter 9 – Psychology and Sports.

Practical Work:- Proficiency in Game. (Skill of any one IOA recognised Sports/ Game of choice)

December

Chapter 10 – Training and Doping in Sports

Periodic Test 4

Chapter 9 & 10

January

Practical Classes and Revision

February

Revision Tests

March

Final Exam

ACCOUNTANCY

Accountancy - XI (24-25)		
1.	Terms of Accounting	April
2.	Accounting concepts	
3.	Basis of Accounting	
4.	journal	
5.	Vouchers	May
6.	Subsidiaries book	
7.	Ledger	
8.	Cash book	June
9.	Bank Recociliation Statement	July
10.	Trial balance	
11.	Depreciation	August
12.	provisions and reserves	
HALF YEARLY EXAMS		SEPTEMBER
13.	Financial statements	October
14.	Incomplete Records	
15.	Financial statemnts with adjustments	November

BUSINESSSTUDIES

Theory Paper (M.M 80)

Units		Periods	Marks
Part A Foundations of Business			
1.	Nature and Purpose of Business	18	16
2.	Forms of Business Organizations	24	
3.	Public, Private and Global Enterprises	18	
4.	Business Services	18	14
5.	Emerging Modes of Business	10	10
6.	Social Responsibility of Business and Business Ethics	12	
TOTAL		100	40
Part B Finance and Trade			
7.	Sources of Business Finance	30	20
8.	Small Business	16	
9.	Internal Trade	30	
10.	International Business	14	
TOTAL		90	40
PROJECT WORK		30	20

Question Paper Design

NUMBER OF QUESTIONS	MARKS	TOTAL
20	1	20
4	3	12
6	4	24
4	6	24
TOTAL	34	80

MONTH	UNIT/CHAPTER	SUB TOPICS
PART A: FOUNDATIONS OF BUSINESS		
APRIL	EVOLUTION AND FUNDAMENTALS OF BUSINESS	<ul style="list-style-type: none"> History of Trade and Commerce in India: Indigenous Banking System, Rise of Intermediaries, Transport, Trading Communities: Merchant Corporations, Major Trade Centers, Major Imports and Exports, Position of Indian Sub-Continent in the World Economy. Business – meaning and characteristics Business, profession and employment- Concept Objectives of business Classification of business activities - Industry and Commerce Industry-types: primary, secondary, tertiary Meaning and subgroups Commerce-trade: (types-internal, external; wholesale and retail) and auxiliaries to trade; (banking, insurance, transportation, warehousing, communication, and advertising) – meaning Business risk-Concept (Nature and Causes)
APRIL/MAY	FORMS OF ORGANIZATION	<ul style="list-style-type: none"> Sole Proprietorship-Concept, merits and limitations. Partnership-Concept, types, merits and limitation of partnership, registration of a partnership firm, partnership deed. Types of partners Hindu Undivided Family Business: Concept Cooperative Societies-Concept, merits, and limitations. Company - Concept, merits and limitations; Types: Private, Public and One Person Company – Concept Formation of company - stages, important documents to be used in formation of a company Choice of form of business organization
MAY	PUBLIC, PRIVATE AND MULTI-NATIONAL COMPANIES	<ul style="list-style-type: none"> UNIT TEST 1 Public sector and private sector enterprises – Concept Forms of public sector enterprises: Departmental Undertakings, Statutory Corporations and Government Company. Multinational Company, Joint ventures, Public private partnership – (Meaning and Features) PROJECT WORK
JUNE/JULY	BUSINESS SERVICES	<ul style="list-style-type: none"> Business services – meaning and types. Banking: Types of bank accounts - savings, current, recurring, fixed deposit and multiple option deposit account Banking services with particular reference to Bank

		<p>Draft, Bank Overdraft, Cash credit. E-Banking meaning, Types of digital payments</p> <ul style="list-style-type: none"> • Insurance – Principles. Types – life, health, fire and marine insurance – concept • Postal Service - Mail, Registered Post, Parcel, Speed Post, Courier – meaning.
JULY	EMERGING MODES OF BUSINESS	<ul style="list-style-type: none"> • E - business: concept, scope and benefits • Business Process Outsourcing (BPO): Concept need and scope.
	SOCIAL RESPONSIBILITY OF BUSINESS AND BUSINESS ETHICS	<ul style="list-style-type: none"> • Concept of social responsibility • Case of social responsibility • Responsibility towards owners, investors, consumers, employees, government and community. • Role of business in environment protection • Business Ethics - Concept and Elements
PART B: FINANCE AND TRADE		
AUGUST	SOURCES OF BUSINESS FINANCE	<ul style="list-style-type: none"> • Concept of business finance. • Owners' funds- equity shares, preferences share, retained earnings, Global Depository receipt (GDR), American Depository Receipt (ADR) and International Depository Receipt (IDR) – concept • Borrowed funds: debentures and bonds, loan from financial institution and commercial banks, public deposits, trade credit, Inter Corporate Deposits (ICD). • REVISION FOR TERM-1 EXAMINATION
SEPTEMBER	SMALL BUSINESS	<ul style="list-style-type: none"> • TERM-1 EXAMINATION • Entrepreneurship Development (ED): Concept, Characteristics and Need. Process of Entrepreneurship Development: Start-up India Scheme, ways to fund start-up. Intellectual Property Rights and Entrepreneurship • Small scale enterprise as defined by MSMED Act 2006 (Micro, Small and Medium Enterprise Development Act) • Role of small business in India with special reference to rural areas • Government schemes and agencies for small scale industries: National Small Industries Corporation (NSIC) and District Industrial Centre (DIC) with special reference to rural, backward areas.
OCTOBER	INTERNAL TRADE	<ul style="list-style-type: none"> • Internal trade - meaning and types services rendered by a wholesaler and retailer • Types of retail-trade-Itinerant and small scale fixed shops retailers • Large scale retailers-Departmental stores, chain stores – Meaning and Features. • GST (Goods and Services Tax): Concept and key-features
NOVEMBER	INTERNATIONAL TRADE	<ul style="list-style-type: none"> • International trade: concept and benefits. • 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
DECEMBER	REVISION FOR PRELIMS
JANUARY	PRELIM EXAMINATION
	REVISION FOR TERM 2
FEBRUARY	TERM 2 EXAMINATION

ECONOMICS

XI Economics (2024-25)		
1.	Mean,Median Mode Introduction to economics Consumer equilibrium	April
2.	Indifference curve with equilibrium Introduction to statistics Presentation of data Diagramatic presentation frequency presentation	May
3.	Collection of data	June
4.	Theory of Demand Elasticity of Demand Theory of supply	July
5.	Graphs Methods of collection of data Organisation of data Markets	August
6.	Term Exams	September
7.	Production function Theory of cost Theory of revenue Producer equilibrium	October
8.	Market equilibrium Correlation Index numbers	November

ADDITIONALMATHS

INFORMATICS PRACTICES **CLASS -XI**

April:

1. Basics of Computer System
2. Programming with Python

May:

3. Python Basics
4. Datatypes and Operators

July:

5. Control Flow
- Practical Sessions

August

- Term 1-Final Practical

September

- Term 1 Examination

October

6. List Manipulation
7. Python Dictionary

November

8. Database Concept

December

9. Structured Query Language

January

10. Emerging Trends
- Practical Sessions

February

- Final Practical

March

- Term 2 Examination