

**12th Standard
Commerce
Syllabus
2024-2025**

10. COMMERCE Month Wise Syllabus (2024-2025) STD - XII

MONTH	UNIT	CHAPTER	CONTENTS
June	I Management Process	1	Principles of Management 1.01 to 1.07
		2	Functions of Management 2.01 to 2.02
		3	Management By Objectives (MBO) and Management By Exception (MBE) 3.01 to 3.10
		4	Introduction to Financial Markets 4.01 to 4.06
MONTHLY TEST (JUNE PORTION ONLY)			
July	II Financial Markets – I	5	Capital Market 5.01 to 5.06
	III Financial Markets – II	6	Money Market 6.01 to 6.05.04
		7	Stock Exchange 7.01 to 7.08
		8	Securities Exchange Board of India (SEBI) 8.01 to 8.06
FIRST MID TERM TEST & MONTHLY TEST (JUNE & JULY PORTIONS)			
Aug.	IV Human Resource Management	9	Fundamentals of HRM 9.01 to 9.07
		10	Recruitment Methods 10.01 to 10.04
		11	Employee Selection Process 11.01 to 11.08
		12	Employee Training Method 12.01 to 12.05
MONTHLY TEST (AUGUST PORTION ONLY)			
Sep.	V Elements of Marketing	13	Concept of Market And Marketer 13.01 to 13.07
		14	Marketing and Marketing Mix 14.01 to 14.10
		15	Recent Trends in Marketing 15.01 to 15.15
	VI Consumer Protection	16	Consumerism 16.01 to 16.11
		17	Rights, Duties & Responsibilities of Consumers 17.01 to 17.03
QUARTERLY EXAMINATION (Lesson 1 to 16 PORTIONS)			

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MONTH	UNIT	CHAPTER	CONTENTS	
Oct.	VII Business Environment	18	Grievance Redressal Mechanism 18.01 to 18.07	
		19	Environmental Factors 19.01 to 19.05	
		20	Liberalization, Privatization and Globalization 20.01 to 20.11	
	VIII The Sale of Goods Act, 1930 And The Negotiable Instruments Act, 1881	21	The Sale of Goods Act, 1930 21.01 to 21.06	
		22	The Negotiable Instruments Act, 1881 22.01 to 22.05	
MONTHLY TEST (OCTOBER PORTION ONLY)				
Nov.	IX Entrepreneurship Development	23	Elements of Entrepreneurship 23.01 to 23.06	
		SECOND MID TERM TEST (Lesson 17 to 23 PORTIONS)		
		24	Types of Entrepreneurs 24.01 to 24.08	
	25	Government Schemes for Entrepreneurial Development 25.01 to 25.04		
	X Company Law And Secretarial Practice	26	Companies Act, 2013 26.01 to 26.11	
MONTHLY TEST (NOVEMBER PORTION ONLY)				
Dec.		27	Company Management 27.01 to 27.18	
		28	Company Secretary 28.01 to 28.11	
			REVISION & HALF YEARLY EXAMINATION (ENTIRE PORTION)	
Jan. &	FIRST REVISION TEST (June to September Portions)			
Feb.	SECOND REVISION TEST (October to December Portions)			
	TWO FULL PORTIONS AVAILABLE			