



GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION

(A Corporate Statutory Body Constituted by an Act of the State Legislature)

ALTO BETIM – GOA 403 521

Website: www.gbshse.gov.in

email: goaboard@dataone.in

Phone (0832) 2417593

GBSHSE/ACAD/2011/

Date: 16/09/2011.

Circular No. 38

To
The Heads of all recognized
Higher Secondary Schools
Within the jurisdiction of this Board.

Sub: i) Rearranged Units in Economics for Std. XI
ii) Study material in Business Studies for Std. XI
Ref: Circular No. 27 dated 20th July, 2011

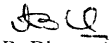
Sir/Madam,

Please find enclosed herewith rearranged Units in the Syllabus in subject Economics for Std. XI along with the list of reference books and study material in the subject Business Studies for Std. XIth.

The rearranged Units in the syllabus in the subject Economics is to replace the syllabus circulated vide the Circular referred above.

The study material in Business Studies now being circulated is in the context of the syllabus circulated vide above referred Circular.

This may be brought to the notice of the concerned Teacher for adjusting their teachings accordingly.


(D. R. Bhagat)
Secretary.

Encl: As above

Copy forwarded for information to:

1. All the Members of the Board
2. The Dy. Directors of Education, North/South/Central Zones Mapusa/Margao/Panaji
3. All Section Heads of this Office.
4. Guard file

How to locate COBSE material in the NCERT Textbook (Indian Economic Development)

COBSE SYLLABUS FOR STD XI		NCERT TEXTBOOK FOR STD XI	Marks	Periods
Unit 1 Introduction	Parameters of Development – Per capita Income. Human Development in India A brief introduction of the state of the Indian economy on the eve of independence. Main features, problems and policies of agriculture and Foreign Trade.	Ref. To Datt and Sundharam,(63 rd Edition,S. Chand & Co. Delhi) Pg. no. 302 table no.5 Ref. To Datt and Sundharam, Pg. 76,77 NCERT TEXT Unit 1, Ch.1 (Agriculture and Foreign Trade)	5	10
Unit 2 Planning and Economic Development in India	Objectives, Targets, Achievements and drawbacks of different Five Year Plans in India (A brief account-1950-1990) 10 th Plan- Objectives and Targets Achievements & Drawbacks 11 th Plan-Objectives & Targets Achievements & Drawbacks	Ref. To NCERT TEXT Unit 1, Ch. 2 Ref. To Datt & Sundharam,pg 309 Ref.To Datt & Sundharam pg 317-320 Ref. To Datt & Sundharam pg 322,323 Ref. To Datt & Sundharam pg 326-332	5	10
Unit 3 Structural Changes in the Indian Economy after liberalization.	Meaning, Need, Significance and Features of Liberalization, Globalization, Disinvestment and Privatization. Present Features of Indian Economy.	NCERT TEXT Unit 2, Ch 3	10	15

How to locate COBSE material in the NCERT Textbook (Indian Economic Development)

<p>Unit 4</p> <p>Current challenges facing Indian economy</p>	<p>Poverty – absolute and relative; Main programmes for poverty alleviation: A critical assessment.</p> <p>Rural development: Key issues – credit and marketing – role of cooperatives; agricultural diversification; alternative farming – organic farming.</p> <p>Human Capital Formation: How people become resource; Role of human capital in economic development; Growth of Education Sector in India.</p> <p>Informal Economy Employment: Problems and Policies.</p> <p>Sustainable Economic Growth : Meaning, Effects of Economic Development on Resources and Environment.</p>	<p>NCERT TEXT Unit 3, Ch. 4</p> <p>NCERT TEXT Unit 3, Ch.6</p> <p>NCERT TEXT Unit 3, Ch.5</p> <p>NCERT TEXT Unit 3, Ch.7</p> <p>NCERT TEXT Unit 3, Ch.9</p> <p>(Relevant portions only)</p>	<p>15</p>	<p>20</p>
<p>Unit 5</p> <p>Economic Growth and Development</p>	<p>Economic Growth and Development-Meaning and Difference ,Comparative Study of India and China on the Following Indicators : i) unemployment ii)GDP growth .iii) GDP per capita,iv) GDP purchasing power parity,v) amount in direct foreign investment, vi) :inflation. vii) poverty .</p>	<p>NCERT TEXT Unit 4, Ch.10</p>	<p>5</p>	<p>10</p>

How to locate COBSE material in the NCERT Textbook (Indian Economic Development)

Unit 6	Goan Economy - Introduction, Historical back ground, The Goan economy on the eve of Liberation, Development of Goan Economy since liberation - Agriculture, Animal Husbandry, Mining, Fishing, Industry, Information Technology policy, Food processing, Role of Small Scale Industries in goa, Cottage Industries and Handicrafts, Sick units/ Closed Units, Tourism, Human resource development The Goan economy and Infrastructure, Comunidades and Goan Economy.	NCERT TEXT Unit 4, Ch.11	10	15
---------------	--	--------------------------	----	----

How to locate COBSE material in the NCERT Textbook (Statistics for Economics)

COBSE SYLLABUS FOR STD XI		NCERT TEXTBOOK FOR STD XI	Marks	Periods
Unit 1 Introduction	Meaning, Scope, Importance and limitations of Statistics with special reference to Economics	Chapter 1: Introduction	10	10
Unit 2 Collection, Presentation and Organization of Data	Collection of Data - Source of Data - Primary and Secondary, Method of Collecting Data. Some Important Sources of Secondary Data, Organization of Data - Meaning and Types of Variables, Frequency, Presentation of data -- Tabulation, Diagrammatic presentation (bar diagrams, pie-diagrams, line graphs, histogram, polygon and Ogive Curves).	Chapter 2: Collection of Data Chapter 3: Organisation of Data Chapter 4: Presentation of Data	20	40
Unit 3 Statistical Averages and Dispersion	Mean, Mode, Median and Quartiles. Dispersion- Measures of Dispersion (range, quartile deviation, mean deviation, standard deviation) and coefficient of variation.	Chapter 5: Measures of Central Tendency Chapter 6: Measures of Dispersion	10	30
Unit 4 Correlation and Index Numbers	Meaning and significance, Scatter diagram, Measure of correlation – Karl Pearson's method (two variables ungrouped data) Spearman's rank correlation. Introduction to Index numbers, meaning Laspeyre's & Paasche's & Fisher's Index, Wholesale price index, Consumer Price Index and Index of Industrial Production, uses of index numbers.	Chapter 7: Correlation Chapter 8: Index Numbers (For Laspeyre's, Paasche's, & Fisher's Index Numbers, Elementary Statistics by R.S. Rastogi by Neelam Publications or any suitable Textbook can be used for reference.)	10	20
Unit 5 Project on Application of Statistics in Economics.	Preparation of a Project Report on (i) Consumer Awareness amongst households through collection of Primary Data by designing a questionnaire OR Productivity Awareness amongst	Chapter 9: Use of Statistical Tools	10	To be Submitted Before X'mas break.

How to locate COBSE material in the NCERT Textbook (Statistics for Economics)

	enterprises through use of statistical data from statistical tables from Newspapers/RBI Bulletin/Budget/Census Reports/Economic Survey, etc. OR Study of a Cooperative institution like milk Cooperatives / Credit Cooperative etc.			
--	--	--	--	--

BUSINESS STUDIES STD XI

UNIT 1 NATURE AND PURPOSE

ROLE OF PROFIT IN BUSINESS

Although earning profit cannot be the only objective of business, its importance cannot be ignored. It may be regarded as an essential objective of business for various reasons.

(i) As a source of income for businessmen, profits provide the means of livelihood for them. No one is expected to undertake business activities without earning profit to satisfy his/ her needs.

(ii) Profits earned can also be a source of finance for expansion of business activities. When profits are large, a reasonable part of it can always be reinvested for expansion or diversification of production, or to create new facilities for more efficient operation. Retention of profits as an internal source of funds is a more dependable source of financing than external sources like banks, financial institutions, or individual investors.

(iii) Profits indicate whether a business is being managed efficiently or not. Thus, profit is invariably regarded as an indicator of the quality of performance of those who manage the business. The success of a business can be judged by its ability to earn profits.

(iv) Besides, it is because of profits that taking risk becomes worthwhile in business. Indeed, profits are also regarded as a reward of risk bearing. It is in the hope of earning sufficient profits that a businessman invests money in business in spite of the business risks and uncertainties and the possibility of incurring losses.

(v) Finally, with increasing profits over time a business earns a reputation. It is able to raise loans and obtain credit more easily. It is in a better position to offer higher wages and salaries so as to attract trained and experienced employees. Existing employees can also be provided with better working conditions and more amenities if the business is profitable.

UNIT 3: PUBLIC, PRIVATE AND GLOBAL ENTERPRISES.

PUBLIC-PRIVATE-PARTNERSHIP

Public-private-partnership or PPP is a mode of implementing government programmes/ schemes in partnership with the private sector. The term private in PPP encompasses all non-government agencies such as the corporate sector, voluntary organizations, self-help groups, partnership firms, individuals and community based organizations, PPP, moreover, subsumes all the objectives of the service being provided earlier by the government, and is not intended to compromise on them. Essentially, the shift in emphasis is from delivering services directly, to service management and coordination. The roles and responsibilities of the partners may vary from sector to sector. While in some schemes/ projects, the private provider may have significant involvement in regard to all aspects of implementation; in other schemes he may have only a minor role.

FEATURES

- 1) Responsibility: PPP involves full retention of responsibility by the government for providing the service.
- 2) Ownership: PPP continues to retain the legal ownership of assets by the public sector.
- 3) Nature of service: Under PPP the nature and scope of service is contractually determined between the two parties.
- 4) Risk and reward: Under PPP, risks and rewards are shared between the government (public) and the private sector

Introduction **NEFT** :

Reserve Bank of India had introduced Electronic Funds Transfer (EFT) in 1995, Under this scheme the banks provide remittance facilities to the customers from any of the branches designated centre to any other branch or banks at the same or any other designated centres .The cities where the RBI was managing the clearing house and banks which were members of the clearing house system were allowed to participate in EFT system and the transfers between these clearing houses were carried out by the National Clearing Centre of the Reserve Bank of India.

As an improvement in the EFT scheme and in order to speed up the processing of transactions Reserve Bank of India has started NEFT scheme, an electronic funds transfer facilities between branches/ banks for debit or credit of customers 'accounts with an objective to facilitate an efficient , secure, economical ,reliable and expeditious system of funds transfer

The facility is already implemented on 21.11.2005 with four public sectors and four private sectors banks participating in the scheme

Broad features of the scheme.

The NEFT facility can be available in all branches having IFS Codes used for RTGS transactions. In other words, all RTGS branches can be enabling for NEFT transactions.

When an identified branch receives a NEFT request from the customer, it debits the account of the customer, enters the particulars of the beneficiary and forwards such particulars to an identified Service Centre Branch through the Structured Financial Messaging system (SFMS). Mumbai Service Branch has been identified as the Service Centre Branch for the bank .Service Centre Branch for the whole bank.

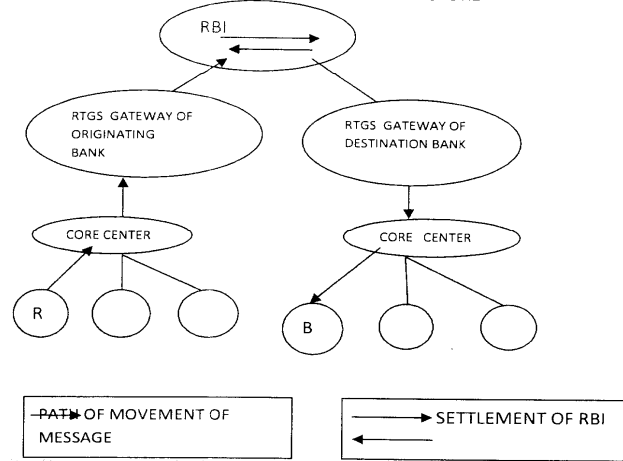
RTGS

REALTIMEGROSS SETTLEMENT

Through this Bank IT – based remittance facility you can now transfer money from your Bank account to any customer of RTGS enabled branch of any bank in India within 2 hours.

Maximum security is ensured by this electronic messaging process which eliminates the need for Cheques / DDs/ TTs.

DIAGRAMATIC PRESENTATION OF RTGS ARCHITECTURE



How it works: Payment can be made instantaneously to any customer of RTGS enabled branch of any bank in India.

- Remittance message is transmitted from Originating Bank terminal to RBI.
- Originating Bank account gets debited and destination bank account gets credited.
- Remitted amount gets credited to destination account within a maximum of 2 hours from the time the message gets transmitted from originating branch.
- Every stage of the settlement is acknowledged with time stamp, available for your records at the originating branch.
- Entire process is automated and secure.

Salient features of RTGS

1. Message based remittance facility.
2. Message travel through closed user group secured channels.
3. Maximum time taken for crediting the account of the ultimate beneficiary is only 2 hours.
4. Charges are comparable to alternate remittance products/ services like MT/DD/TT.
5. Payment can be made instantaneously to any customer of RTGS enabled branch of any bank in India.

Benefits to the client

1. Privacy of transactions.
2. Efficient management of working capital funds/ CC limits as there is no lock up of funds in transit.
3. Zero collection time of outstation/ remote area payments as RTGS provide wider reach.

Terms of Trade

C.O.D. Price means "Cash on Delivery": In this case, the buyer has not to send money along with order. The payment must be effected as soon as the goods are delivered to the buyer.

F.O.B. Price: F.O.B or F.O.S. means Free on Board or Free on Ship. This price includes all charges relating to the cost of loading and exporting duty, but not freight.

FOB Price = Cost of Goods + Expenses unto board the ship.

C.I.F. Price (Cost, Insurance and Freight): This price covers all expenses including insurance. Any further expenses have to be incurred by the buyer. Thus, in short, C.I.F. Price + Insurance.

Main documents used in internal trade

PROFORMA INVOICE

Meaning

A prospective buyer may intend to know the value of the goods he wishes to buy. In such a case, the seller sends to him a proforma invoice. A proforma invoice is only a formal invoice. It is not a real invoice. It is prepared provisionally to give the buyer an idea in respect of the total amount he may have to pay if he buys the goods invoiced in it. It is made before the actual sales transaction has taken place. It does not impose any obligations on its recipient to make any payment whatsoever for the amount shown therein.

When is a proforma invoice used?

A proforma invoice is used on the following different occasions:

- (a). When a prospective buyer intends to know the value of the goods, he wishes to purchase
- (b). When the seller wants to get the sales proceeds before the delivery of the goods to the purchaser.
- (c). When goods are sent on a consignment basis wherein no sales transaction as such takes place between consignors and a consignee.
- (d). When goods are to be exported, it is prepared to show the value it is prepared to show the value of the goods to the customs authorities.
- (e). When goods are sent or sold on an approval or on sale or return basis.

Contents

- (a). Name and address of the seller and of the buyer.
- (b). Description of goods.
- (c). Price of goods.
- (d). Payment terms.

- (e).After sale service
- (f).Validity of invoice
- (g).Escalation clause
- (h).Delivery Schedule
- (i).General terms

Debit Note

A debit note is a document which debits the account of the party to whom it is sent. It is sent to affect debit in addition to the debit amount as per the invoice or reduce the credit amount as per the invoice.

A debit note is in the form of an invoice. It is sent in the following circumstances:

1. The seller sends a Debit Note to the customer who is under charged. It shows that the latter's accounts has been debited with the amount specified in it.
2. The customer sends a Debit Note to the seller when he finds that he has been overcharged by the seller. It shows that t6he customer has debited the sellers account for the most shown therein.
3. The customer sends a Debit Note to the seller when he returns the goods to the latter.

Contents of a Debit Note: A debit note contains the following details:

(a)Name and address of the issuing trader, (b)Serial number, (c)Date of issue, (d)Name and address of the party whose account is debited, (e)Particulars of debits and the signature of the party issuing the debit note. (f) Ref. No., (g) Amount. A debit note is kept printed in a book form.

Credit Note

A credit note is a document which credits the accounts of the party to whom it is sent. Its form is like that of an invoice. It is generally printed in red ink. It is sent under the following circumstances:

1. The seller sends it to the customer when he receives defective goods from the customer
2. The seller sends it to the customer when the latter is overcharged.
3. The customer sends it to the seller when he (i.e. customer) is undercharged.

Contents of a Credit Note:

(a)The name and address of the issuing trader, (b) Serial number, (c) Date of issue, (d)Name and address of the party whose account is credited, (e) The amount with particulars and the signature of the party issuing the credit note .

Unit 4 Business Service

Health insurance (Covered)

HEALTH INSURANCE :-

Premature death is a financial threat needed to support a family, pay debts or educate children. Disability resulting from illness or accident may be an even greater peril to family because it not only cuts off income but also creates large medical expenses.

Insurance can transfer the burden of the costs of illness or accident so that people do not have to face financial ruin because of poor health. The financial loss from ill health stems from two separate sources - lost income and medical expenses. Individual or group health insurance policies can cover both these lost exposures

Kinds of Health Insurance Coverage

- (a) Basic medical expense: First rupee coverage for expenses of hospitalisation and doctor's services
- (b) Major medical expense: Coverage for the cost of catastrophic illness.
- (c) Disability income: Replaces income lost while the insured is unable to work
- (d) Medical supplement: Fills gaps in Medicare programme of social security.
- (e) Long-term hospitalisation: Covers nursing home bills for elderly people.