

TEACHING SCHEME 2020-21(CLASS IX)
[BASED ON ICSE 2021 SYLLABUS]

COMMERCIAL STUDIES

Portion For First Term	
Chapter No.	Topics
1	Commercial and Non- commercial activities
2	Business Activities
3	Profit and Non - profit Organisations
4	Classification of Commercial Organisation
5	Sole Proprietorship and Hindu Undivided Family Business
6	Partnership
7	Joint Stock Company
8	Co-operative Society
9	Public Sector Enterprise
10	Marketing and Sales
11	Finance and Accounts
12	Human Resources

Portion for 1st Unit Test

Ch. 1 - Commercial and Non - commercial activities

Ch. 2 - Business Activities

Ch. 3 - Profit and Non - profit Organisations

Ch. 4 - Classification of Commercial Organisation

Portion For Second Term

Chapter No	Topic
13	Production
14	Purchasing and Stores
15	General administration, Legal Compliance and Management Information System
16	Communication in Commercial Organisation
17	Verbal and Non-verbal Communication
18	Different methods of communication
19	Meaning, Objectives and Terminology of accounting
20	Basic Accounting Principles and Concepts
21	Accounting books and Statements
22	Banking
23	Trade
24	Social Responsibility of commercial Organisation towards the Environment

Portion for Second Unit Test

Ch. 16 - Communication in Commercial Organisation

Ch. 17 - Verbal and Non-verbal Communication

Ch. 18 - Different methods of communication

Ch. 24 - Social Responsibility of commercial Organisation towards the Environment

N.B.: The Question Papers for Class IX Annual Examination 21 will be prepared from the Whole Syllabus prescribed by the ICSE, New Delhi (ICSE Regulations & Syllabuses 2021)

