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FOR PUNJAB CLASS 11 PREPARATION

PSEB 11th Class Syllabus 2027 Business Studies

EXAM	YEAR	TYPE	SUBJECT
Punjab Class 11	2027	Syllabus	Business Studies

BUSINESS STUDIES

CLASS-XI

Session: 2026-27

Time: 3 Hrs

Theory: 80 Marks
INA: 20 Marks
Total: 100 Marks

SYLLABUS

Part I : Foundations of Business

Unit 1: Business, Trade and Commerce

- Introduction – Role of Business in the development of economy.
- Concept of Business, Characteristics of Business Activities
- Business, profession and employment - Concept and comparison
- 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; (Transport and Communication, Banking and Finance, Insurance and Warehousing, Advertising and Public Relations) – meaning
- Objectives of Business – Profit and other Objectives
- Business Risk-Nature and Causes
- Starting a Business-Basic Factors

Unit 2: Forms of Business organisation

- Sole Proprietorship-Concept, Features, Merits and Limitations.
- Joint Hindu Family Business: Concept, Features, Merits and Limitations.
- Partnership-Concept, Features, Merits and Limitations.
- Types of Partners, Types of Partnerships, Partnership Deed, Registration of a Partnership firm.
- Cooperative Societies-Concept, Features, Merits and Limitations. Types of Cooperative Societies

- Joint Stock Company - Concept, Features, Merits and Limitations; Types: Private and Public Company.
- Choice of form of business organisation

Unit 3: Private, Public and Global Enterprises

- Introduction, Public Sector and Private Sector Enterprises – Concept
- Forms of Organising Public Sector Enterprises: Departmental Undertakings, Statutory Corporations and Government Company (Concept, Features, Merits and Limitations)
- Changing Role of Public Sector.
- Joint Ventures: Concepts, types, and benefits.
- Global Enterprises – Feature, Public Private Partnership – concept.

Unit 4: Business Services

- Business Services – Meaning, Nature, Difference between services and goods.
- Types of services
- Banking: Types of banks, functions of a commercial banks, e-Banking – Meaning and benefits.
- Insurance – Functions, Principles and Types – Life, Fire and Marine Insurance.
- Communication Services, Postal Services, Telecom Services.
- Transportation.
- Warehousing: Concepts, types and functions.

Unit 5: Emerging Modes of Business

- e-Business: concept, scope and benefits. Traditional Business versus e-Business.
- Limitations of e-Business.
- Online Transactions, Security and Safety of e-Transactions, e-Business Risks
- Resources Required for Successful e-business Implementation.

Unit 6: Social Responsibilities of Business and Business Ethics

- Concept of social responsibility, Need for Social Responsibility.
- Arguments for and against social Responsibility.
- Kinds of Social Responsibility

- Social Responsibility towards Different Interest Groups.
- Business and Environmental Protection
- Business Ethics – Concept and Elements.

Part II: Corporate Organisation, Finance and Trade

Unit 7: Formation of a Company

- Introduction, Promotion of a company
- Functions of a Promoter, Documents Required – Memorandum of Association, Articles of Association etc.
- Incorporation
- Capital Subscription
- One Person Company.

Unit 8: Sources of Business Finance

- Meaning, nature and significance of business finance
- Classification of Sources of funds, Sources of finance- Retained Earnings, Trade Creditor, Factoring, Lease Financing, Public Deposits, Commercial Papers, Issue of Shares- Equity Shares, Preferences Shares, Debentures, Commercial Banks, Financial Institutions.
- International Financing- Global Depository Receipt (GDRs), American Depository Receipt (ADRs), Indian Depository Receipt (IDRs), Foreign Currency Convertible Bonds (FCCBs).
- Factors affecting the choice of the source of funds.

Unit 9: MSME and Business Entrepreneurship

- Micro, Small and Medium Enterprises: Meaning and role
- Problems associated with MSME
- MSME and Entrepreneurship Development.
- Intellectual Property Rights- Importance and types.

Unit 10: Internal Trade

- Internal trade – meaning and types-Wholesale trade and retail trade, services rendered by a wholesaler and a retailer
- Types of retailing trade-Itinerant and fixed shops retailers
- Fixed shop large stores-Departmental stores, chain stores – concept, features, advantages and limitations.
- Mail Order Houses, consumer cooperative store, super markets - concept, features, advantages and limitations. Vending machines.
- GST (Goods and Services Tax): Concept and key-features
- Role of commerce and industry associations in promotion of internal trade.

Unit 11: International Business

- International Business: concept and reasons and scope
- International Business vs. Domestic Business
- Benefits of International Business
- Modes of entry into international business- Exporting and Importing, advantage and limitations.
- Contract manufacturing, licensing and franchising, Joint Ventures, wholly-owned subsidiaries, - meaning, advantages and limitation.
- Export-Import procedures and documentation.

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