

BISHOP SCOTT BOYS' SCHOOL

(Affiliated to CBSE, New Delhi) Affiliation No.: 330726

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COMMON ACADEMIC PLAN-2020-21

SYLLABUS SPLIT-UP

(REVISED AS PER CBSE CIRCULAR AND NCERT ACADEMIC CALENDAR)

SPLIT-UP SYLLABUS :CLASS – XI

Subject :ACCOUNTANCY (055)

MONTH	Working Days (Approx.)	LESSONS / TOPICS
MAY	17	<p>PART A: FINANCIAL ACCOUNTING – I</p> <p>Unit-1: Theoretical Frame Work</p> <p>1. Introduction to Accounting Meaning of Accounting, Accounting as a source of information, Objective of Accounting, Role of Accounting, Basic terms in Accounting</p> <p>2. Theory base of Accounting. Generally accepted accounting principles , Basic Accounting Concept, System of Accounting, Basis of Accounting, Accounting Standards.</p> <p>Unit-2 Accounting Process</p> <p>3. Recording of Business Transactions - I Voucher and Transactions: Source documents and Vouchers, Preparation of Vouchers, Rules of Debit and Credit, Books of Original Entry, Journal Continued.....</p>
JUNE	25	
JULY	26	<p>Recording of Business Transactions - I Continued....Journal with GST & Calculation.</p> <p>Accounting Equation Approach: Meaning and Analysis, <input type="checkbox"/> Ledger: Format, Posting from journal and subsidiary books, Balancing of accounts</p> <p><i>Note: Including trade discount, freight and cartage expenses for simple GST calculation.</i></p>
AUGUST	22	<p>4. Recording of Business Transactions - II</p> <p><input type="checkbox"/> Cash Book: Simple, cash book with bank column and petty cash book <input type="checkbox"/> Purchases book <input type="checkbox"/> Sales book <input type="checkbox"/> Purchases return book <input type="checkbox"/> Sales return book</p> <p>5. Trial Balance</p> <p><input type="checkbox"/> Meaning Of Trial Balance. <input type="checkbox"/> Objective of Preparing Trial Balance. <input type="checkbox"/> Preparation of Trial Balance.</p>

September	20	<p>6. Bank Reconciliation Statement Need and preparation of Bank Reconciliation Statement</p> <p>7. Depreciation, Provisions and Reserves</p> <ul style="list-style-type: none"> <input type="checkbox"/> Depreciation: Concept, Features, Causes, factors <input type="checkbox"/> Other similar terms: Depletion and Amortization <input type="checkbox"/> Methods of Depreciation: <ul style="list-style-type: none"> i. Straight Line Method(SLM) ii. Written Down Value Method(WDV) <p><i>Note: Excluding change of method</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Provisions and Reserves: Difference <input type="checkbox"/> Types of Reserves: <ul style="list-style-type: none"> i. Revenue reserve ii. Capital reserve iii. General reserve iv. Specific reserve
October	15	<p>8. Accounting for Bills of Exchange</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bill of exchange and Promissory Note: Definition, Specimen, Features, Parties. <input type="checkbox"/> Difference between Bill of Exchange and Promissory Note <input type="checkbox"/> Terms in Bill of Exchange: <input type="checkbox"/> Accounting Treatment
November	22	<p>REVISION & PREPARATION FOR HALF YEARLY EXAM</p>
December	21	<p>PART B: FINANCIAL ACCOUNTING – II</p> <p>Unit-III : Financial Accounting</p> <p>9. Financial Statements of Sole Proprietorship</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meaning of financial statements. <input type="checkbox"/> It's Objective. <input type="checkbox"/> Distinction between Capital and Revenue Expenditure. <input type="checkbox"/> Financial Statements <input type="checkbox"/> preparation of TRADING A/C, PROFIT AND LOSS A/C <input type="checkbox"/> Calculation of Gross Profit, Operating Profit & Net Profit. <input type="checkbox"/> BALANCE SHEET. <p>10. Financial Statements With Adjustments.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Need or Adjustment. <input type="checkbox"/> Closing Stock, O/S Exp, Prepaid Exp, Accrued Income, Received In Advance, Depreciation, Appropriation, Bad debt, Provision for Bad and Doubtful Debt, Provision for Discount on debtors, Int. on Capital , Int. on Drawings, Int. on Loan and Manager Commission . <input type="checkbox"/> preparation of TRADING A/C, PROFIT AND LOSS A/C, Balance Sheet

January	19	<p>11. Incomplete Records</p> <p>Meaning, Features, reasons and limitations. Ascertainment of Profit/Loss by Statement of Affairs method.</p> <p>12. Rectification of Errors</p> <p>□ Errors: types-errors of omission, Commission, principles, and compensating; their effect on Trial Balance. Detection and rectification of errors; preparation of suspense account.</p> <p>13. Computer Accounting</p> <ul style="list-style-type: none"> • Introduction to computer and accounting information system {AIS}: Introduction to computers (elements, capabilities, limitations of computer system) • Automation of accounting process: meaning Scope: (I) The scope of the unit is to understand accounting as an information system for the generation of accounting information and preparation of accounting reports. (ii) It is presumed that the working knowledge of any appropriate accounting software will be given to the students to help them learn basic accounting operations on computers.
February	22	Revision and practical
March		ANNUAL EXAMINATION

BISHOP SCOTT BOYS' SCHOOL
SPLIT-UP SYLLABUS
SESSION 2020-21

CLASS: XI
(030)

SUBJECT: ECONOMICS

NCERT TEXT BOOK: 1. Introductory Microeconomics: 40 Marks

- Statistics for Economics: 40 Marks
- Project: 20 Marks

S.N.	Month	NAME OF THE LESSONS	Periods Required (Tentative)	Working days (Tentative)
1	JUNE	Microeconomics- Introduction	8	9
2	JULY	Consumer's Equilibrium and Demand Consumer's Equilibrium- Meaning of utility, law of DMU, Consumer's Equilibrium- Utility Analysis and Indifference Curve Analysis. Demand and Elasticity of demand	32	26
3	AUGUST	Introduction to Statistics Collection, Organisation and Presentation of Data	7 27	24
4	SEPTEMBER	Producer's Behaviour and Supply Production function- Short run and Long run. TP, AP & MP, Returns to a Factor Cost and Revenue Measures of Central Tendency: Mean (simple and weighted), median and mode	20 10	24
5	OCTOBER	Producer's Behaviour and Supply Contd. Supply & Elasticity of supply Measures of Dispersion: , co-efficient of variation);	12 10	18
6	NOVEMBER	Measures of Dispersion: Absolute dispersion (standard deviation); relative dispersion (coefficient of variation); Lorenz Curve: Meaning, construction and its application.	10	24

		Forms of Market: Perfect Competition- Features, Determination of market equilibrium and effects of shifts in demand and supply. Monopoly, Monopolistic Competition,	18	
7	DECEMBER	Forms of Market: Oligopoly- meaning and their features. Price Ceiling and Price Floor. Correlation: Meaning & Properties, Scatter Diagram,	10 08	18
8	JANUARY	Correlation: Measures: Karl Pearson's Method Introduction to Index numbers: Meaning, types – WPI, CPI ; Uses of Index Numbers, Inflation and Index Numbers.	10 18	24
9	FEBRUARY	Revision and Project Work	20	23
10	MARCH	SESSION ENDING EXAMINATION		

Note: Teachers have to arrange periods as per the availability of time for project work.

BISHOP SCOTT BOYS' SCHOOL

SPLIT-UP SYLLABS

SESSION 2020-21

CLASS: XI

SUBJECT: BUSINESS STUDIES (054)

NCERT TEXT BOOKS: 1. Foundations of Business : 40 Marks.

• **Finance and Trade : 40 Marks**

• **Project: : 20 Marks**

S.N.	Month	NAME OF THE LESSONS	Tentative No. of Periods	Tentative No. of Working Days
1.	JUNE	Nature and Purpose of Business <ul style="list-style-type: none">• History of Commerce in India: Indigenous Banking System, Rise of Intermediaries, Transport, Trading Communities: Merchant Corporations, Major Trade Centres, Major Imports and Exports, Position of Indian Sub-Continent in the World Economy• Business -Concept : Concept includes meaning and features• Business, profession and employment-Concept □ Objectives of business• Classification of business activities - Industry and Commerce• Industry-types: primary, secondary, tertiary Meaning and subgroups	12	9
2.	JULY	Nature and Purpose of Business contd. <ul style="list-style-type: none">• Commerce-trade: (types-internal, external; wholesale and retail) and auxiliaries to trade; (banking, insurance, transportation, warehousing, communication, and advertising) – meaning• Business risk-Concept Forms of Business Organisations	10 26	24
3.	AUGUST	Public and public Enterprises Business Services <ul style="list-style-type: none">• Business services and its types - Meaning. Banking: Types of bank accounts- savings, current, recurring, fixed deposit and multiple option deposit account.	22 14	24

		<ul style="list-style-type: none"> Banking services with particular reference to Bank Draft, Bank Overdraft, Cash credit. E-Banking meaning, Types of digital payments 		
4.	SEPT	Business Services contd. <ul style="list-style-type: none"> Insurance-: Principles, Types –life, health, fire and marine insurance –concept Emerging Modes of Business Social Responsibility of Business	08 12 16	22
5.	OCTOBER	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 	20	16
6.	NOV	Sources of Business Finance contd. <ul style="list-style-type: none"> □ Borrowed funds: debentures and bonds, Loan from financial institution and commercial banks, public deposits, trade credit Small Business	10 16	24
7.	DEC	Internal Trade <ul style="list-style-type: none"> Internal trade - meaning and types services rendered by a wholesaler and a retailer Large scale retailers-Departmental stores, chain stores - concept Concept of automatic vending machine 	20	17
8.	JANUARY	Internal Trade contd. <ul style="list-style-type: none"> Main documents used in internal trade: Performa invoice, invoice, debit note, credit note. Lorry receipt (LR) and Railways Receipt (RR). Terms of Trade: Cash on Delivery (COD), Free on Board (FOB), Cost, Insurance and Freight (CIF), Errors and Omissions Excepted (E&OE). International Business	10 14	 24
9.	FEBRUARY	Revision and Project Work	30	24
10.	MARCH	Session Ending Examination		

BISHOP SCOTT BOYS SCHOOL

COMMON ACADEMIC PLAN-SPLIT UP SYLLABUS 2020-21

CLASS : XI

SUB: ENGLISH

MONTHS	CHAPTERS' NAME	EXAMINATIONS	
JUNE	A photograph, The Portrait of a lady.		
JULY	<ul style="list-style-type: none">• We are not afraid to die.. (Hornbill)• Note making and Summarization• Comprehension format and practice on unseen passage.• The summer of the Beautiful White horse (Snapshots)• Grammar-Tenses (Different aspect and its Application through Practice)• Writing – Notice /Poster		
AUGUST	<ul style="list-style-type: none">• The Address (Snapshots)• Letter writing -Business letter• The voice of the rain- Poem (Hornbill)• Discovering Tut: the saga continues (Hornbill)• The Laburnum Top: Poem (Hornbill)		
SEPTEMBER	<ul style="list-style-type: none">• Determiners -Grammar• Landscape of the soul (Hornbill)	TERM-1 Chapters taught till August	

	<ul style="list-style-type: none"> • Ranga's Marriage (Snapshots) • A. S. L • Childhood -Poem (Hornbill) 		
OCTOBER	<ul style="list-style-type: none"> • Debate/Speech writing - Practice • The Ailing Planet... (Hornbill) • Albert Einstein at School (Snapshots) • A. S. L (Conduction) 		
NOVEMBER	<ul style="list-style-type: none"> • The Browning Version (Hornbill) • Mother's Day (Snapshots) • Comprehension Practice 		
DECEMBER	<ul style="list-style-type: none"> • Birth (Snapshots) • Determiners • Silk Road (Hornbill) • Reordering of sentences, Transformation of sentences 		
JANUARY	<ul style="list-style-type: none"> • Review of the taught chapter in grammar • Letter Writing -Placing order • Revision of the topics of Hornbill 		
FEBRUARY	<ul style="list-style-type: none"> • Revision of the taught chapters from snapshots • Discussion on question types 		

	<ul style="list-style-type: none">• Practice on different sections of grammar• Practice on different writing compositions.		
MARCH		TERM-2 (Full Syllabus)	



Month	Name of the Chapter with Serial No	Sub-Topics	No. of Periods	Activities as per the Chapter	Portion for PT/MT/AE	Assignments if required
July	1. Basic Computer Organisation	<ul style="list-style-type: none"> • Basic computer organization: Computer system – I/O Devices, CPU, memory, hard disk, battery, power, transition from a calculator to a computer and further to smart devices. • Trouble shooting with parts of computer and basic operations of operating system 				<p>Project A complete solution of a problem stating the problem, objective, source code, output Students in group of 2-3 are required to work collaboratively to develop a project using Programming Skills learnt during the course. (Sample Examples can be a combination of few problems illustrated above)</p>
	2. Data Representation- Basic Concept	<ul style="list-style-type: none"> • Basic concept of Data representation: Binary, ASCII, Unicode 		Solving question based on Number System Binary Octal Decimal Hexadecimal	Half-yearly Ch-1,2,3,4,5,6	
	3. Getting Started with Python	<ul style="list-style-type: none"> • Familiarization with the basic of Python programming: a simple "hello world" program, process of writing a program, running it, and print statements; 				
August	4. Python Fundamentals	<ul style="list-style-type: none"> • Simple data-types: integer, float, string. Introduce the notion of variable, and methods to 		Creating a list of program <ul style="list-style-type: none"> • To find average and grade for given marks, • To find amount for 		



August	5. Data Handling 6. Conditional and Iterative Statements	<p>manipulate it (concept of L-value and R-value even if not taught explicitly).</p> <ul style="list-style-type: none">• Tokens - keywords, identifiers, Literals, Delimiters.• Knowledge of data type and operators: accepting input from the console, assignment• Statement, expressions, operators (assignment, arithmetic, relational and logical) and their precedence.• Conditional statements: if, if-else, if-elf-else; simple programs: e.g.: absolutevalue, sort 3 numbers, divisibility.• Notion of iterative computation and control flow: for (range() , len()), while, flowcharts.• Suggested programs: finding average and grade for given marks, amount calculation for given cost-qty-discount, perimeter-wise/ area-wise cost calculation, interest calculation, profit-loss, EMI, tax calculation	<p>given cost-qty-discount,</p> <ul style="list-style-type: none">• To calculate cost perimeter-wise/ area-wise,• To calculate interest (Simple and Compound)• To calculate profit-loss for given Cost and Sell Price• To calculate EMI for Amount, Period and Interest,• To calculate tax (examples from GST/Income Tax)• To find the largest and smallest numbers in a list.• To find the third largest number in a list.• To find the sum of squares of the first 100 natural numbers.• To find whether a string is a palindrome or not.• To compute x^n, for given two integers x and n,• To compute the greatest common divisor and the least common multiple of two integers.• To test if a number is equal to the sum of the cubes of its digits. Find the smallest and largest such numbers in the range of 100 to 1000.		
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September	7. Text Handling 8. List Manipulation 9. Dictionaries	<p>(example from GST/Income Tax).</p> <ul style="list-style-type: none">• List and dictionary: finding the maximum, minimum, mean; linear search on a list of numbers, and counting the frequency of elements in a list using a dictionary.• Text handling: compare, concat, and substring operations (without using string module).• Introduction to Python modules: importing math (sqrt, ceil, floor, pow, fabs), random (random, randint, randrange), statistics (mean, median) modules.		<ul style="list-style-type: none">• To find average and grade for given marks,• To find amount for given cost-qty-discount,• To calculate cost perimeter-wise/ area-		
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October	10. Relational Databases	<ul style="list-style-type: none"> • Relational databases: Concept of a database, relations, attributes and tuples, keys - candidate key, primary key, alternate key, foreign key; Degree and 		<p>wise,</p> <ul style="list-style-type: none"> • To calculate interest (Simple and Compound) • To calculate profit-loss for given Cost and Sell Price • To calculate EMI for Amount, Period and Interest, • To calculate tax (examples from GST/Income Tax) • To find the largest and smallest numbers in a list. • To find the third largest number in a list. • To find the sum of squares of the first 100 natural numbers. • To find whether a string is a palindrome or not. • To compute x^n, for given two integers x and n, • To compute the greatest common divisor and the least common multiple of two integers. • To test if a number is equal to the sum of the cubes of its digits. Find the smallest and largest such numbers in the range of 100 to 1000. • To create a database 	Final Examination: Ch- 7,8,9,10,11, 12,13,14,15	
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November	11. Simple Queries in SQL	<p>Cardinality of a table.</p> <ul style="list-style-type: none"> • Use SQL - DDL/DML commands to CREATE TABLE, INSERT INTO TABLE <p>foreign keys; to view content of a table: SELECT-FROM-WHERE-ORDER BY</p> <p>alongwith BETWEEN, IN, LIKE. (Queries only on single table)</p>	<ul style="list-style-type: none"> • To create student table with the student id, class, section, gender, name, dob, and marks as attributes where the student id is the primary key. • To insert the details of at least 10 student in the above table. • To delete the details of a particular student in the above table. • To increase marks by 5% for those students, who have Rno more than 20 • To display the entire content of table on screen • To display Rno, Name and Marks of those students, who are scoring marks more than 50. • To find the average of marks from the student table • To find the number of students, who are from section 'A' • To add a new column email of appropriate data type • To find the minimum and maximum marks obtained by students • To modify email for each student.
December	12. Table Creation and Data Manipulation Commands	<ul style="list-style-type: none"> • Aggregate Functions : MIN , MAX, AVG, COUNT, SUM 	



	Computer Security					
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