

**(I) ELEMENTS OF BUSINESS (CODE NO. 154)**

(2018-19)

### Objective:

The objective of this paper is to provide elementary knowledge of the different aspects of business.

### CLASS-IX

**Marks: 100**

### 3 Hours

### Theory: 70 Marks

**Practical/ Project: 30 Marks**

Unit		Marks
I	Fundamentals of Business Activities	20
II	Operative Activities in Business	20
III	Steps Involved in Establishing Business	15
IV	Fundamental Areas of Business	15
	<b>Practical / Project</b>	30
	<b>Total</b>	<b>100</b>

## UNIT – I: Fundamentals of Business Activities

- (a) Characteristics of Business Activities
- (b) Business as an Activity – How it is different from
  - (i) Profession
  - (ii) Employment
- (c) Business includes vocation – characteristics of vocational activities
- (d) Business as an economic activity
  - (i) Profit orientation
- (e) Factors affecting business
  - (i) Economic
  - (ii) Social
  - (iii) Political

## **UNIT – II: Operative Activities in Business**

- (a) Industries – concept
- (b) Commerce – concept
- (c) Industries
  - (i) Characteristics
  - (ii) Types & Nature
  - (iii) Manufacturing
  - (iv) Capital Intensive
  - (v) Labour Intensive
- (d) Commerce
  - (i) Banking
  - (ii) Insurance
  - (iii) Transportation
  - (iv) E-Commerce
  - (v) M-Commerce
  - (vi) Trade
  - (vii) Other Services

## **UNIT – III: Steps Involved in Establishing Business**

- (a) Nature & forms of Business Organization
- (b) Sole Proprietorship
- (c) Partnership

## UNIT – IV: Fundamental Areas of Business

- (a) Production
- (b) Finance
- (c) Marketing
- (d) Human Resources

## GUIDELINES FOR PRACTICAL

Project/ chart should be brief and should be of 20-30 pages, preferably handwritten.

The project will be evaluated on the following parameters:

- Prepare a chart / Project on any one topic from syllabus **(20 Marks)**
- Viva **(10 Marks)**

### Study Material:

**Study Material for Syllabus of Elements of Business (0154) class IX is available on CBSE website.**