

Syllabus of XII Commerce

1. English

SECTION ONE (Prose)

1.1	An Astrologer's Day	<i>R. K. Narayan</i>
1.2	On Saying "Please"	<i>Alfred George Gardiner</i>
1.3	The Cop and the Anthem	<i>O'Henry</i>
1.4	Big Data–Big Insights	-
1.5	The New Dress	<i>Virginia Woolf</i>
1.6	Into the Wild	<i>Kiran Purandare</i>
1.7	Why we Travel	<i>Siddarth Pico Raghavan Iyer</i>
1.8	Voyaging Towards Excellence	<i>Achyut Godbole</i>

SECTION TWO (Poetry)

2.1	Song of the Open Road	<i>Walt Whitman</i>
2.2	Indian Weavers	<i>Sarojini Naidu</i>
2.3	The Inchcape Rock	<i>Robert Southey</i>
2.4	Have you Earned your Tomorrow	<i>Edgar Guest</i>
2.5	Father Returning Home	<i>Dilip Chitre</i>
2.6	Money	<i>William H. Davies</i>
2.7	She Walks in Beauty	<i>George Gordon Byron</i>
2.8	Small Towns and Rivers	<i>Mamang Dai</i>

SECTION THREE (Writing Skills)

3.1	Summary Writing	-
3.2	Do Schools Really Kill Creativity? (Mind-Mapping)	-
3.3	Note–Making	-
3.4	Statement of Purpose	-
3.5	Drafting a Virtual Message	-
3.6	Group Discussion	-

SECTION FOUR (Genre–Novel)

4.1	History of Novel	-
4.2	To Sir, with Love	<i>E. R. Braithwaite</i>
4.3	Around the World in Eighty Days	<i>Jules Gabriel Verne</i>
4.4	The Sign of Four	<i>Sir Arthur Ignatius Conan Doyle</i>

2. Marathi

भाग - १	
अ. क्र.	पाठ, कविता
	बहु असोत सुंदर... (काव्यानंद) - श्री. कृ. कोल्हटकर
१.	वेगवशता - प्राचार्य शिवाजीराव भोसले
२.	रोज मातीत (कविता) - कल्पना दुधाळ
३.	आयुष्य... आनंदाचा उत्सव - शिवराज गोर्ले
४.	रे थांब जरा आषाढघना (कविता) - बा. भ. बोरकर
५.	वीरांना सलामी - अनुराधा प्रभुदेसाई
६.	रंग माझा वेगळा (कविता) - सुरेश भट
*	आत्मविश्वासासारखी शक्ती नाही (नमुना गद्य आकलन) - भारतरत्न डॉ. बाबासाहेब आंबेडकर

भाग - २

अ. क्र.	पाठ, कविता
७.	विंचू चावला... (भारूड) - संत एकनाथ
८.	रेशीमबंध - डॉ. यू. म. पठाण
९.	समुद्र कोंडून पडलाय (कविता) - वसंत आबाजी डहाके
१०.	दंतकथा - वसंत सबनीस
११.	आरशातली स्त्री (कविता) - हिरा बनसोडे
१२.	रंगरेषा व्यंगरेषा - मंगेश तेंडुलकर
*	जयपूर फूटचे जनक (नमुना गद्य आकलन) - डॉ. बाळ फोंडके

भाग - ३

अ. क्र.	साहित्यप्रकार
	कथा- साहित्यप्रकार-परिचय
१.	शोध - व. पु. काळे
२.	गद्दी - डॉ. प्रतिमा इंगोले

भाग - ४

अ. क्र.	उपयोजित मराठी
१.	मुलाखत
२.	माहितीपत्रक
३.	अहवाल
४.	वृत्तलेख (फिचर रायटिंग)

भाग -५

अ. क्र.	व्याकरण व लेखन
•	व्याकरण- वाक्यप्रकार व वाक्यरूपांतर, समास, प्रयोग, अलंकार
•	लेखन : निबंधलेखन

भाग -६

अ. क्र.	परिशिष्टे
•	पारिभाषिक शब्द, साहित्य अकादमी पुरस्कारप्राप्त साहित्यिकांची नावे व साहित्यकृती, शब्दार्थ व वाक्प्रचार

3. Hindi

क्र.	पाठ का नाम	विधा	रचनाकार
१.	नवनिर्माण	चतुष्पदी	त्रिलोचन
२.	निराला भाई	संस्मरण	महादेवी वर्मा
३.	सच हम नहीं; सच तुम नहीं	नयी कविता	डॉ. जगदीश गुप्त
४.	आदर्श बदला	कहानी	सुदर्शन
५.	(अ) गुरुबानी (आ) वृंद के दोहे	पद दोहा	गुरु नानक वृंद
६.	पाप के चार हथियार	निबंध	कन्हैयालाल मिश्र 'प्रभाकर'
७.	पेड़ होने का अर्थ	नयी कविता	डॉ. मुकेश गौतम
८.	सुनो किशोरी	पत्र	आशारानी व्होरा
९.	चुनिंदा शेर	शेर	कैलाश सेंगर
१०.	ओजोन विघटन का संकट	लेख	डॉ. कृष्ण कुमार मिश्र
११.	कोखजाया	अनूदित साहित्य	मूल लेखक - श्याम दरिहरे अनुवादक - बैद्यनाथ झा
१२.	* सुनु रे सखिया * कजरी	लोकगीत	

4. Economics

Sr. No.	Name of the Chapter
1.	INTRODUCTION TO MICRO AND MACRO ECONOMICS
2.	UTILITY ANALYSIS
3. A	DEMAND ANALYSIS
3. B	ELASTICITY OF DEMAND
4.	SUPPLY ANALYSIS
5.	FORMS OF MARKET
6.	INDEX NUMBERS
7.	NATIONAL INCOME
8.	PUBLIC FINANCE IN INDIA
9.	MONEY MARKET AND CAPITAL MARKET IN INDIA
10.	FOREIGN TRADE OF INDIA

5. Book keeping and Accountancy

Sr. No.	Chapter
1.	Introduction to Partnership and Partnership Final Accounts
2.	Accounts of 'Not for Profit' Concerns
3.	Reconstitution of Partnership (Admission of Partner)
4.	Reconstitution of Partnership (Retirement of Partner)
5.	Reconstitution of Partnership (Death of Partner)
6.	Dissolution of Partnership Firm
7.	Bills of Exchange
8.	Company Accounts - Issue of Shares
9.	Analysis of Financial Statements
10.	Computer In Accounting

6. Organisation of commerce and management

Sr.No.	Chapter	Page No.
1.	Principles of Management	1
2.	Functions of Management	17
3.	Entrepreneurship Development	37
4.	Business Services	54
5.	Emerging Modes of Business	95
6.	Social Responsibilities of Business	113
7.	Consumer Protection	133
8.	Marketing	151

7. Secretarial Practice

Sr. No.	Chapter
1.	Introduction To Corporate Finance
2.	Sources of Corporate Finance
3.	Issue of Shares
4.	Issue of Debentures
5.	Deposits
6.	Correspondence with Members
7.	Correspondence with Debentureholders
8.	Correspondence with Depositors
9.	Depository System
10.	Dividend and Interest
11.	Financial Market
12.	Stock Exchange

8. Mathematics

Part 1

Sr. No.	Chapter
1	Mathematical Logic
2	Matrices
3	Differentiation
4	Applications of Derivatives
5	Integration
6	Definite Integration
7	Application of Definite Integration
8	Differential Equation and Applications

Part 2

Sr. No.	Chapter
1	Commission, Brokerage and Discount
2	Insurance and Annuity
3	Linear regression
4	Time series
5	Index numbers
6	Linear programming
7	Assignment Problem and Sequencing
8	Probability distributions

9. Information and technology

No.	Title of the Chapter
1	Advanced Web Designing
2	Digital Marketing
3	Computerised Accounting with GST
4	E-Commerce and E-Governance
5	Database Concepts using Libre Office Base
6	Enterprise Resource Planning (ERP)

10. EVS

Sr. No.	Name of the topic
1.	Humans and Environment 1.1 Population growth 1.2 Rural and urban settlements 1.3 Indigenous communities and traditions 1.4 Environment and health 1.5 Right to live, human rights and value education
2.	Environmental Pollution 2.1 Air pollution 2.2 Climate change 2.3 Soil pollution 2.4 Noise pollution 2.5 Solid waste management
3.	Sustainable Development 3.1. Need for sustainable development 3.2. Sustainable Development Goals 3.3. Challenges for sustainable development 3.4. Sustainable Agriculture 3.5. Role of individuals, community and government in sustainable development
4.	Practices for Environmental Protection 4.1 Consumer Education 4.2 Eco-labelling 4.3 Environment Impact Assessment 4.4 Green Audit 4.5 Eco-tourism 4.6 International Conventions and Agreements
5.	Water Security 5.1 Water resources 5.2 Need and importance of water resources 5.3 Water scarcity 5.4 Water contamination 5.5 Water conservation and management methods

11. Health and physical education

Sr. No.	Name of the lesson
1.	Physical Fitness
2.	Exercise – Scientific View
3.	Study of Yoga
4.	Diet
5.	Active Lifestyle
6.	Motivational Stories
7.	Sports Awards