**CENTRAL UNIVERSITY OF Haryana**

**School of Education**

**Teaching Plan**

**Programme: B.Ed. Session: 2018-20**

**Year: I Semester-II**

**Course Code- SOE020217C3104 Course Title: Pedagogy of Commerce**

**Credit: 04 Maximum Marks: 100**

**Name of Teacher: Dr. Saran Prasad**

1. **Teaching and Examination Scheme:**

|  |  |
| --- | --- |
| **Teaching Scheme****(Unit wise Division of Teaching hours)** | **Examination Scheme** |
| **CIA** | **TEE** | **Total Marks** |
| **Unit No.** | **L** | **T/P** | **(L+T+P)** | **30 Marks** | **70 Marks** | **100 Marks** |
| **I** | **12** | **4** | **16** |
| **II** | **14** | **4** | **18** |
| **III** | **15** | **5** | **20** |
| **IV** | **12** | **4** | **16** |
| **TOTAL** | **53** | **17** | **70** |
| Legends: **L-** Lecture, **T-**Tutorial/Teacher Guided Student Activity, **P**- Practicum/Practical.**CIA-**Continuous Internal Assessment and **TEE**- Term End Examination |

1. **Unit-wise Teaching Plan:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit/Topic** | **Approximate Hours** (Lecture/Tutorial/Practicum/ Practical) | **Content Outlines/Teaching Points** | **Teaching Strategies** | **Learning Outcomes** | **Evaluation Strategies**  | **Suggested Learning Resources** |
| **Unit-I****Introductory Commerce:**1. Meaning, definition & Scope Of commerce.

 1. Trade: Meaning, Concept, Importance & Functions.

 1. Business organization: Meaning, Concept, characteristics & Types.
2. Insurance: Meaning, Concept, Need, Importance, Types & Principles.
 | **16 Hours**  | 1.1 Concept of commerce.1.2 Nature of commerce..1.3 Scope of commerce. 2.1. Concept of Trade.2.2. Importance Trade.2.3 Functions Trade.3.1. Concept of Business organization.3.2. characteristics of Business organization.3.3 Types of Business organization. 4.1. Concept of Insurance.4.2. Need of Insurance.4.3. Importance of Insurance.4.4 Types & Principles of Insurance.  | Lecture cum Discussion  | **On completion of this unit the students will be able to:** 1. Explain the concept of commerce.

.1. Recall the Nature of commerce.
2. Understand and highlight the Scope of commerce.
3. Explain the Concept of Trade.

 1. Explain the Importance Trade.
2. Explain the Functions Trade.
3. Understand and highlight the Concept of Business organization.
4. Explain the characteristics of Business organization
5. Highlight the main Types of Business organization.
6. Explain the Concept of Insurance.
7. Recall the Need of Insurance.
8. Understand and highlight the Importance of Insurance.
9. Explain the Types & Principles of Insurance.
 | Students’ will prepare assignment and present their views/ideas on development of concept, nature, scope, aims & objectives of Economics after complication of the unit.& Unit test  | 1. **Agrawal, J.C. (2018).** *Teaching of commerce: A practical Approach*. New Delhi: Vikas publishing House.
2. **Babu, M. (2009***).Teaching of commerce and accountancy.*Centrum Press.
3. **Bansal, R.R.(1994).** *New trends in teaching of commerce; Models of teaching and conceptual learning.* Anmol Publishing House.

**Web source:** 1. https://finance.careers360.com/download/ebooks
2. http://ebooksgo.org/free-commerce-ebooks.htm
 |
| **Unit-II****Writing Instructional Objectives:**1. Aims and objective of teaching commerce at secondary level.
2. Bloom’s Taxonomy.
3. Approaches of writing Instructional Objective: Mager,Miller & RCEM Approach.
4. Writing Instructional Objectives in behavioural terms.
 | **18 Hours** | 1.1 Concept of Aims and objective of teaching commerce at secondary level..2.1. Meaning & Concept of Bloom’s Taxonomy.3.1. Meaning & Concept Approaches.3.2. Concept of Instructional Objective.3.3. Concept of Mager,Miller Approach.3.4. Concept of RCEM Approach.4.1. Concept of Writing Instructional Objectives in behavioural terms. | Lecture cum Discussion | **On completion of this unit the students will be able to:** 1. Explain the Concept of Aims teaching commerce at secondary level.
2. Recall the Concept of objectives teaching commerce at secondary level.
3. Understand the Concept of Bloom’s Taxonomy.
4. Explain the Concept of Instructional Objective.

Explain the Concept of Mager,Miller Approach.1. Explain the Meaning & Concept of RCEM Approach.
2. Understand the Concept of Writing Instructional Objectives in behavioral terms.
 | Students’ will prepare assignment and present their views/ideas on Writing Instructional Objectives after complication of the unit.& Unit test  | 1. **Busham, Y.K. (1991).***Fundamentals of business organization &Management*.New Delhi: Sultan Chand & Sons
2. **Chandra, S.S. (2017).** *Pedagogy of school subject commerce.* Meerut: R. Lall Publications.
3. **Doshi, S. (2009).** *Modern methods of teaching commerce.* Paradise Publishers.

**Web source:** 1. <https://www.topfreebooks.org/free-e-commerce-books/>
2. https://www.thebalancesmb.com/best-e-commerce-books-1141449
 |
| **Unit-III****Lesson Planning in Commerce :** 1. Meaning, Concept & Importance of Lesson Planning.
2. Various approaches to lesson planning: Herbart approach & Morrison approach.
3. Preparation of Lesson Plan
 | **20 Hours** | 1.1. Concept of Lesson Planning.1.2. Importance of Lesson Planning.2.1. Concept of approaches.2.2. Concept of Herbart approach.2.3. Concept of Morrison approach.3.1.Concept & Preparation of Lesson Plan. | Lecture cum Discussion | **On completion of this unit the students will be able to:** 1. Explain the Concept of Concept of Lesson Planning.
2. Recall the Importance of Lesson Planning.
3. Explain the Concept of approaches.
4. Highlight the main components of Herbart approach.
5. Highlight the main components of Morrison approach.
6. Recall the Preparation of Lesson Plan.
 | Students’ will prepare assignment and present their views/ideas on Lesson Planning in Commerce after complication of the unit.& Unit test  | 1. **Jawawi, R. (2010).** *Reflective practices in teaching economics and commerce.* VDM Verlag Publications
2. **Khan, M.S. (1982).** *Commerce education*. New Delhi: Sterling Publications..
3. **Kumar, M. (2004).***Modern teaching of commerce.* Anmol Publishing House.

 **Web source:** 1. <https://www.studynama.com/community/forums/class-11-commerce-notes-ebooks-do>
2. https://www.amazon.in/Commerce-10-Laudon/dp/9332556733
 |
| **Unit-IV****Teaching Methods & Evaluation:**1. Methods of teaching commerce: Lecture, Project, Problem solving
2. Co-curricular activities: Objectives & Various types.
3. Different Types of Co-Scholastic activities for strengthening the understanding of commerce.
4. Formative V/s Summative Assessment.
5. Construction of Achievement test in commerce
 | **16 Hours** | * 1. Concept of the teaching Methods commerce.
	2. Concept of Lecture Methods.
	3. Concept of Project Methods.
	4. Concept of Problem solving Methods.

2.1. Concept of Co-curricular activities. 2.2. Concept of Various types Co-curricular activities. 3.1.Concept of Different Types of Co-Scholastic activities for strengthening the understanding of commerce. * 1. Concept of Formative Assessment.
	2. Concept of Summative Assessment.

5.1 Concept of Achievement Test in commerce. | Lecture cum Discussion | **On completion of this unit the students will be able to:** 1. Explain the Concept of the teaching Methods commerce.
2. Recall the Concept of Lecture Methods.
3. Explain the Concept of Project Methods.
4. Explain Concept of Problem solving Methods.
5. Understand the Concept of Co-curricular activities.
6. Recall the Concept of Various types Co-curricular activities.
7. Explain the Concept of Different Types of Co-Scholastic activities for strengthening the understanding of commerce.
8. Explain the Concept of Formative Assessment.
9. Understand the Concept of Summative Assessment.
10. Explain the Concept of Achievement Test in commerce.
 | Students’ will prepare assignment and present their views/ideas on Teaching Methods & Evaluation after complication of the unit.& Unit test  | 1. **Venkateswarlu, K. (1993).** *Methods of teaching commerce.* New Delhi: Discovery Publishing House.1. **Tonne, H.A. (1975).** *Methods of teaching business subjects.* New York: McGraw Company Ltd.
2. **Singh, Y.K. (2018).** *Teaching of commerce.* New Delhi: APH Publishing House.
3. **Singh, R.P. & Mansoori, I. (2017**)*. Pedagogy of school subject commerce.* Meerut: R. Lall Publications

**Web source:**1. <https://byjus.com/ncert-books/>
2. https://www.bdc.ca/en/articles-tools/entrepreneur-toolkit/ebooks/pages/e-commerce-gu
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**Internal Assessment Strategies:**

The thirty marks have been allotted under Internal Assessment. The following activities will be executed under Internal Assessment:

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Activity** | **Mode** | **Weightage of Marks** |
| 1 | Three Sessional tests will be conducted.(Best Two will be counted) | Written Test | 20 |
| 2 | Preparation of an assignment on various topics | Lesson Plan &Presentation  | 05 |
| 3 | Percentage of attendance | ------ | 05 |
|  | **Total Marks** | 30 |