

Commecs College
Macro Plan (2025-2026)

Subject: Principles Of Commerce (POC)

Teacher: Soofia Danish

Class: XI

Week no.	Start Date	End Date	Number Of Periods	Topic/Chapter	Contents	Objectives
1	Fri, 1 st Aug 2025	Fri, 8 th Aug 2025	06	Foundation <ul style="list-style-type: none"> • Introduction • Human activities • Commerce • Business 	<ul style="list-style-type: none"> • Introduction. • Book's Intro • Evolution of Commerce. • Definitions of Commerce, Business, Profession, Industry 	<ul style="list-style-type: none"> • Develop a base for commerce study and relate with daily examples and flow chart. • Develop basic concept about commerce, business and other terms.
2	Mon, 11 th Aug 2025	Fri, 15 th Aug 2025	04	Chapter # 1 <ul style="list-style-type: none"> • Economics & Commerce • Industry • Scope & Functions of Commerce • Digital Commerce 	<ul style="list-style-type: none"> • Difference between Commerce and Economics. • Functions of Commerce • Industry and its types • Digital Commerce 	<ul style="list-style-type: none"> • Develop basic concept about Economics, industry and respective types of industries.
3	Thu, 18 th Aug 2025	Fri, 22 nd Aug 2025	05	<ul style="list-style-type: none"> • Trade & auxiliaries of trade 	<ul style="list-style-type: none"> • Trade & Aid to trade • 	<ul style="list-style-type: none"> • Discussion about trade & aid to trade •

4	Wed, 25 th Aug 2025	Fri, 29 th Aug 2025	03	<p>Chapter #2</p> <ul style="list-style-type: none"> FUNDAMENTAL CONSIDERATIONS IN STARTING A BUSINESS. QUALITIES OF A GOOD BUSINESSMAN 	<ul style="list-style-type: none"> Introduction to fundamental considerations. Prospects, Risks and Uncertainty, Capital Importance, kinds, functions Qualities of a good Businessman. 	<ul style="list-style-type: none"> Recognize and list the factors to be considered in starting a business. Analyze the effect of each factor on a Business. Identify and describe the Essential Qualities of a Good Businessman Identify and describe the Essential Qualities of a Good Businessman
5.	Mon, 1 st Sep 2025	Fri, 5 th Sept 2025	04	<p>Chapter # 3</p> <p>Ownership:</p> <p>SOLEPROPRIETORSHIP</p>	<ul style="list-style-type: none"> Definitions of SP Features Advantages Disadvantages Lines of Business Suitable for S/P. 	<ul style="list-style-type: none"> Able to understand Business with its types of organization. Understand SP with advantages & disadvantages of SP
6	Mon, 8 th Sep 2025	Fri, 12 th Sept 2025	05	<p>Chapter # 4</p> <p>PARTNERSHIP</p>	<ul style="list-style-type: none"> Definitions of Partnership Characteristics of partnership Advantages & disadvantages of Partnership 	<ul style="list-style-type: none"> Able to understand Business with its types of Partnership Understand Partnership with advantages disadvantages of Partnership

7	Mon, 15 th Sep 2025	Fri, 19 th Sep 2025	04	PARTNERSHIP	<ul style="list-style-type: none"> • Kinds of partners • Kinds of partnership • Dissolution of partnership & firm. • Rights and duties of partners. 	<ul style="list-style-type: none"> • Able to understand different kinds of partners. • Different conditions of partnership and dissolutions. • Rights and duties of partners.
8	Mon, 20 nd Sep 2025	Fri, 26 th Sep 2025	05	Chapter #5 JOINT STOCK COMPANY	<ul style="list-style-type: none"> • Definition of JSC • Characteristics of JSC • Documents of JSC 	<ul style="list-style-type: none"> • Able to understand JSC according to characteristics and definitions. • Understand different kinds of documents.
9	Mon, 29 th Sep 2025	Fri, 3 rd Oct 2025	05	JOINT STOCK COMPANY	<ul style="list-style-type: none"> • Formation steps of company • Difference between public and private company. • Difference between MOA & AOA. • Winding up of company. 	<ul style="list-style-type: none"> • Recognized formation steps of company. • Differentiate b/w public and private. • Able to understand winding up of company process.
10	Mon, 6 th Oct 2025	Fri, 10 th Oct 2025	05	Chapter # 7 MARKETING	<ul style="list-style-type: none"> • Definitions • Functions • Importance 	<ul style="list-style-type: none"> • Understand concept of Marketing. • Understand functions of Marketing • Identify importance
11	Mon, 13 th Oct 2025	Fri, 17 th Oct 2025	05	Chapter # 8 WHOLESALE	<ul style="list-style-type: none"> • Definitions of wholesaler • Services of wholesaler to producers. • Services of wholesaler to retailers 	<ul style="list-style-type: none"> • Recognize wholesalers present in the market. • The importance of wholesalers/retailers in the market. • Determine the services rendered by wholesalers to retailers and manufacturers.

12	Mon, 20 th Oct 2025	Fri, Oct24th	05	Chapter # 9 RETAILING	<ul style="list-style-type: none"> • Retailing • Kinds of Retailing • Need and importance of Retailing <ul style="list-style-type: none"> • Services of retailer to customers. • Services of retailer to producers. 	<ul style="list-style-type: none"> • Define the Retailer present in the market. • Write the importance of retailers in the market. • Determine the services rendered by retailers
13	Mon, 27 th Oct 2025	Fri, 31 st Oct 2025	5	CHAPTER # 14 CHANNELS OF DISTRIBUTION	<ul style="list-style-type: none"> • Introduction and Importance. • Kinds of Channels. 	<ul style="list-style-type: none"> • Recognize the need for the channels of distribution. • Understand the need of different channels.
14	Mon, Nov3rd	Fri,Nov 7 th 2025	05	Revision week		
15	Mon, Oct 10 th 2025	Fri, Nov 14 th 2025	05	Chapter # 25 BUSINESS CORRESPONDENCE & COMMUNICATION	<ul style="list-style-type: none"> • Concept of business communication • Kinds of business letter • Parts of business letter • Specimen of business letter • 9cs of good business 	<ul style="list-style-type: none"> • Understand the basic concept of Communication • Understand the basic concept of business Communication Letter Writing. • Practice of specimen
16	Mon, Nov 17 th 2025	Fri, 21 st Nov 2025	05	BUSINESS CORRESPONDENCE & COMMUNICATION	Continued	Continued
17	Mon, Nov 24 th 2025	Fri, Nov 28 th 2025	05	Chapter # 25 BUSINESS LETTERS	<ul style="list-style-type: none"> • Kinds of Business letters 	Understand the concept and need of different kinds of letters.

18	Mon, Dec,01 2025	Sat, 19 th 2025		FIRST TERM EXAMINATION SPORTS GALA		
19	Mon, Dec 22 nd 2025	Sat, Dec 27 th 2025		Winter break		
				Till Mid-Term Working Days 110 Teaching Days – 82 POC Teaching Days 82+16=98 Classes Conducted = 61.65%		
20	Mon, 29 th Dec 2025	Fri, 3 rd jan2026	02	Paper discussion		
21	Mon 5 th Jan 2026	Fri,9 th Jan 2026	04	MCQ's Practice/ Letter writing		
22	Mon, 12 th Jan, 2026	Fri, 16 th 2026	05	CHAPTER # 10 FOREIGN TRADE	<ul style="list-style-type: none"> • Definitions & Importance of foreign trade. • Export procedure • Import procedure • Documents used in export trade • Documents used in import trade 	Able to understand procedure of foreign trade (import & export) Also understand the documents used in trade.
23	Mon, 19 th Jan, 2026	Fri, 23 rd Jan, 2026	05	CHAPTER # 10 FOREIGN TRADE	<ul style="list-style-type: none"> • Continued 	<ul style="list-style-type: none"> • Continued

24	Mon, 26 th Jan 2026	Fri, 30 th Jan 2026	05	CHAPTER # 20 FINANCE	<ul style="list-style-type: none"> • Definition of fiancé • Sources of finance • Uses of finance • Kinds of finance 	Understanding about the need and importance of finance. Discussion about long term and short-term finance
25	Mon, 2 nd Feb, 2026	Fri, 6 th Feb, 2026	03	CHAPTER # 20 ISLAMIC FINANCING SYSTEM	<ul style="list-style-type: none"> • Introduction • Types Islamic Finance. • Musharaka • Mudaraba 	○ Determine the different types of Islamic finance available.
26	Mon, 9 th Feb, 2026	Fri, 13 th Feb, 2026	05	ADVERTISING	<ul style="list-style-type: none"> • Definitions of Advertising • Different methods of Advertisement 	<ul style="list-style-type: none"> • List the various sources of finance Discuss Advertisement with help of different definitions also discuss different methods and modes of
27	Mon, 23 rd Feb, 2026	Fri, 27 th Feb, 2026	05	<ul style="list-style-type: none"> • ADVERTISING 	Continued	<ul style="list-style-type: none"> • Continued

28	Mon, 2 nd Mar, 2026	Fri, 6 th Mar,2026	05	CHAPTER # 21 CAPITAL, BONDS, SHARES	<ul style="list-style-type: none"> • Definitions • Kinds • Difference of shares and Bonds 	Discuss the concept shares ,bonds and capital.
29	Mon,9 th Mar,2026	Fri, 13 th Mar,2026	04	<ul style="list-style-type: none"> • REVISION 		
30	Mon,16 th Mar, 2026	Fri,20 nd Mar, 2026	03	<ul style="list-style-type: none"> • REVISION 		
	Mon,23 rd Mar,2026	Fri, 11 th Apr 2026	PRELIMINARY EXAMINATION			
<p>Term – III Working Days : $110 + 74 = 184$ Teaching Days : $82+ 51 = 133$ POC Teaching Days : $98+46+06=150$ Classes Conducted = 100%</p>						