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केन्द्रीय माध्यमिक शिक्षा बोर्ड



(मानव संसाधन विकास मंत्रालय, भारत सरकार, के अधीन एक स्वायत्त संगठन)

शिक्षा सदन, 17, इन्सटिट्यूशनल क्षेत्र, राउज एवेन्यु, दिल्ली-110002.

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)
 "Shiksha Sadan", 17, Institutional Area, Rouse Avenue, Delhi-110002

CBSE/DIR(ACAD & TRG) 2012

29.9.2012

Circular No: Acad-77/2012

**All the heads of Institution
 Affiliated to CBSE**

Subject: Availability of Supplementary Material in Business Studies for Class XII

Dear Principal,

The detailed syllabus of Business Studies is available on website www.cbse.nic.in through circular no. 47 August, 2012. The supplementary study material to be shared with the students in additions to the topics covered in NCERT book is attached as **Annexure ' A '** to this circular. The supplementary material consists of the following topics:

1. Planning
2. Staffing
3. Directing
4. Controlling
5. Marketing Management
6. Financial Markets
7. Consumer Protection

This information may be shared with your teachers and students.

For any further queries in this regard, please also contact Mr. Sandeep Sethi, Education Officer (Social Science) at 011-23217128 or email at eo_ss@cbseacademic.nic.in with a copy to Director (Academic & Training) at email id sadhanap.cbse@nic.in.

With best wishes,

Yours Sincerely,

(Ram Shankar)
Joint Director (Acad. & Voc.)

Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminate the information to all concerned schools under their jurisdiction.

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110 016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar – 791 111
7. The Director of Education, Govt. of A&N Islands, Port Blair - 744101.
8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A&N Islands
9. The Secretary, Central Tibetan School Administration, ESSESS Plaza, Community Centre, Sector 3, Rohini, Delhi-110 085.
10. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
11. The General Secretary, Council of Boards of School Education in India, 6H,BigJo's Tower, A-8, Netaji Subhash Place, Ring Road,Delhi-110034.
12. The Education Officers/AEOs of the Academic Branch, CBSE.
13. The Research Officer (T) with the request to put this circular on the CBSE Academic website.
14. The Library and Information Officer, CBSE
15. PRO, CBSE
16. EO to Chairman,/PS to Chairman, CBSE
17. APRO, CBSE, Rouse Avenue, New Delhi
18. DO/PA to Secretary, CBSE
19. PA to CE, CBSE
20. PA to Director (Acad.)
21. PA to HOD (Spl. Exam)