

S.S.T College of Arts & Commerce

DEPARTMENT OF COMMERCE

Learning Outcomes

Class: - F.Y.J.C - XI COMMERCE

Course Name: - Book-Keeping & Accountancy

1. To understand the fundamentals and objectives of book-keeping and accountancy, including accounting concepts and standards.
2. To compare different accounting systems (cash, accrual, hybrid) and their applications.
3. To record transactions using the double-entry system through journalizing, posting to the ledger, and balancing accounts.
4. To maintain and classify subsidiary books and to prepare bank reconciliation statements.
5. To compute and record depreciation, to rectify accounting errors, and to use suspense accounts.
6. To prepare a trial balance and final accounts for a proprietary concern, reflecting necessary adjustments.
7. To apply single-entry system methods by preparing statements of affairs and profit/loss statements.

Course Name: - Economics

- 1. To understand basic economic concepts like utility, wealth, income, production, consumption and main branches of economics and their significance in economic planning.**
- 2. To understand the evolution of money from barter system to digital money and its functions.**
- 3. Able to calculate and interpret partition values to organize and analyze economic data.**
- 4. To evaluate the state's administrative divisions and key economic features.**
- 5. Help to examine the agricultural, industrial, and service sectors contributions in development of rural India.**
- 6. To analyze factors behind India's population growth, the demographic transition model, and its economic implications as human resources.**
- 7. Able to identify rural and urban unemployment and the policies adopted to eradicate unemployment.**
- 8. Able to assess economic reforms in India since 1991.**
- 9. To understand the objectives and structure of economic planning in guiding economic growth.**

Course Name: - Organisation of Commerce & Management

1. Understand the nature and scope of business, including small, public, and global enterprises.
2. Comprehend internal and international trade mechanisms and their economic impact.
3. Recognize business environments and how they influence organizational operations.
4. Understand marketing's role in business development and market engagement.
5. Grasp basic management principles and the significance of effective organizational practices.
6. Relate theoretical management concepts to real-world business scenarios.
7. Appreciate the dynamic interplay between commerce and management strategies.

Course Name: - Secretarial Practice

1. Grasp the role, duties, and importance of a company secretary.
2. Understand the stages of company formation and required documentation.
3. Learn company meeting procedures, resolution handling, and minute-taking.
4. Develop effective business and secretarial correspondence skills.
5. Maintain statutory registers and procedural compliance.
6. Communicate professionally in official formats.
7. Apply practical office procedures and documentation processes.

Course Name: - Mathematics & Statistics

1. Use algebraic techniques and logical reasoning in problem-solving.
2. Apply calculus (differentiation and integration) to interpret and model real-life scenarios.
3. Solve optimization problems using linear programming.
4. Understand matrices, determinants, and systems of equations.
5. Use probability and statistics to analyze data and inform decisions.
6. Integrate mathematical thinking into commerce and economic contexts.
7. Develop mathematical rigor and analytical skills for higher education.

Course Name: - Information Technology

- 1. Master fundamental IT tools—word processors, spreadsheets, and presentation software.**
- 2. Understand basic database concepts and data management.**
- 3. Use IT applications for business documentation and reporting.**
- 4. Explore digital technologies like HTML and web communication tools.**
- 5. Learn Tally or similar financial software for business applications.**
- 6. Improve typing, file handling, and user interface skills.**
- 7. Recognize technology's impact on commerce and administrative processes.**

Course Name: - English

- 1. Develop reading comprehension of prose, poetry, and essays.**
- 2. Improve writing skills: essays, reports, and formal correspondence.**
- 3. Use grammar and vocabulary accurately in communication.**
- 4. Enhance listening and speaking fluency.**
- 5. Interpret literary texts for themes and stylistic devices.**
- 6. Summarize, analyze, and respond to various text types.**

Course Name: - Hindi

- 1. Read and interpret literary passages and poetry.**
- 2. Write effectively in Hindi: essays, letters, and summaries.**
- 3. Use correct grammar and expression.**
- 4. Understand cultural contexts through literature.**
- 5. Speak fluently in diverse contexts.**
- 6. Comprehend and translate unseen textual material.**

Course Name: - Marathi

1. Develop reading skills in diverse Marathi literature.
2. Write descriptive, narrative, and formal compositions.
3. Apply correct grammar and vocabulary in writing and speech.
4. Interpret cultural and thematic elements in texts.
5. Engage in spoken Marathi with clarity.
6. Foster appreciation of Marathi literary heritage.

Course Name: - Health & Physical Education (HPE)

1. Understand the significance of physical fitness and wellness.
2. Participate competently in sports and physical activities.
3. Learn essential health, hygiene, and first-aid practices.
4. Understand basic human anatomy and physiology.
5. Demonstrate discipline, teamwork, and leadership in sporting contexts.
6. Perform exercises like yoga with correct posture and technique.
7. Encourage lifelong fitness and health-conscious habits.

Course Name: - Environmental Studies (EVS)

1. Understand human-environment interactions and ecological balance.
2. Identify environmental issues such as pollution, deforestation, and waste.
3. Explore the principles of sustainable development.
4. Learn environmental legislation and protection efforts.
5. Engage in eco-friendly activities like tree planting and clean-ups.
6. Analyze environmental case studies and data.
7. Develop attitudes of conservation and sustainable living.

S.S.T College of Arts & Commerce

DEPARTMENT OF COMMERCE

Learning Outcomes

Class:- S.Y.J.C – XII COMMERCE

Course Name :- Book-Keeping & Accountancy

1. To understand how to record and prepare partnership accounts including admission, reconstitution, retirement, and dissolution entries.
2. To understand how to Maintain accounts for not-for-profit organizations using Receipt & Payment and Income & Expenditure formats.
3. Handle Single-Entry systems by preparing Statements of Affairs and converting them to Double-Entry records.
4. Account for bills of exchange—drawing, endorsement, discounting, dishonour, and renewal.
5. Record company financial transactions, such as share issues, forfeiture, reissue, and book final accounts accordingly.
6. Analyze financial statements and use ratio analysis for evaluating a company's performance.

Course Name :- Economics

1. To Understand microeconomic concepts including demand, supply, elasticity, market structures, and factor markets.
2. To Explain consumer behaviour and analyze how price, demand, and elasticity interrelate.
3. To Comprehend production factors and their influence on costs and pricing.
4. Able to differentiate between different forms of market and their mechanisms of price determination.
5. Analyze the role of public finance in India.
6. Able to construct an Index Numbers by applying different methods.
7. Able to learn about the concept of national income and its calculations and the difficulties in its measurement.
8. Able to differentiate between financial markets like money and capital markets and their functions.

Course Name :- Organisation of Commerce & Management

1. Understand management principles and functions like planning, organizing, staffing, directing, coordinating, and controlling.
2. Analyze the business environment and its impact on organizational operations.
3. Learn entrepreneurship concepts, traits, the EDP (Entrepreneurship Development Process), and government initiatives for startups.
4. Examine emerging business modes—e-commerce, outsourcing (BPO/KPO/LPO), and digital trends.
5. Evaluate corporate social responsibility (CSR), ethical business practices, and their importance in society.
6. Understand consumer rights, protection laws, and redressal mechanisms.
7. Apply marketing fundamentals including marketing research, mix (7 Ps), branding, packaging, and distribution.

Course Name: - Secretarial Practice

1. To understand the role and importance of a secretary in different types of organizations.
2. To acquire knowledge of various types of business correspondence used in office work.
3. To develop the ability to draft official letters such as notices, agendas, and minutes of meetings.
4. To learn the procedures related to company meetings and their legal requirements.
5. To understand the functions and duties of a company secretary during company formation and management.
6. To gain insights into stock exchange operations and the secretary's role in securities management.
7. To prepare students for real-life business communication and secretarial responsibilities.

Course Name: - Mathematics & Statistics

1. Develop logical reasoning through mathematical logic, including propositions and their applications.
2. Understand and manipulate matrices and their role in solving systems of equations and transformations.
3. Master calculus concepts—differentiation and integration—and apply them to real-world problems.
4. Solve differential equations and apply integration to compute areas and understand accumulation.
5. Analyze linear programming problems and optimize outcomes under constraints.
6. Use vectors, three-dimensional geometry, and conics to model and solve spatial problems.
7. Apply probability theory and distribution models (e.g., binomial) in statistical contexts.

Course Name: - Information Technology

1. **Develop familiarity with common computer applications and their business use.**
2. **Understand fundamentals of programming logic and database concepts.**
3. **Apply knowledge of IT tools for data management, presentation, and reporting.**
4. **Demonstrate skills in documentation, troubleshooting, and digital security basics.**
5. **Recognize the role of IT in modern commerce, services, and administration.**

Course Name: - English

1. **Improve Listening and Speaking Skills – Understand spoken English and express ideas clearly in conversations, discussions, and presentations.**
2. **Develop Reading Skills – Read and understand prose, poetry, and other texts with focus on theme, tone, and message.**
3. **Enhance Writing Skills – Write letters, reports, essays, e-mails, and summaries with proper structure and grammar.**
4. **Learn Grammar and Vocabulary – Use correct grammar and expand vocabulary for academic and daily use.**
5. **Appreciate Literature – Understand and enjoy poems and stories, and identify literary devices.**
6. **Build Communication and Thinking Skills – Develop confidence, creativity, and critical thinking for real-life situations and future careers.**

Course Name: - Hindi

1. **Comprehend and analyze prose and poetry texts for themes, literary devices, and expression.**
2. **Develop competence in writing skills—letters, essays, summaries, and formal compositions.**
3. **Communicate verbally with clarity in both structured (presentations) and informal settings**
4. **Use grammar and vocabulary accurately in speaking and writing.**
5. **Engage with cultural and humanistic perspectives through literature study.**
6. **Read unseen passages with comprehension and insight.**

Course Name: - Marathi

Read and interpret diverse Marathi texts—prose and poetry—with understanding of language nuances.

- 1. Write effectively in Marathi, producing narrative, descriptive, and argumentative compositions.**
- 2. Demonstrate oral skills in formal and informal contexts with clarity and appropriate style.**
- 3. Apply Marathi grammar and vocabulary appropriately.**
- 4. Appreciate literary and cultural traditions through Marathi literature.**
- 5. Analyze language use and stylistic elements in diverse texts.**

Course Name: - Health & Physical Education (HPE)

- 1. Understand the importance of fitness and wellness.**
- 2. Participate actively in sports and physical activities.**
- 3. Learn about nutrition and personal health.**
- 4. Understand basic human anatomy and its function.**
- 5. Develop discipline, teamwork, and leadership.**
- 6. Practice yoga and physical exercises regularly.**
- 7. Apply first aid and injury prevention skills.**

Course Name: - Environmental Studies (EVS)

- 1. Understand the relationship between humans and nature.**
- 2. Identify major environmental issues.**
- 3. Learn concepts of sustainable development.**
- 4. Study environmental laws and policies.**
- 5. Participate in environmental protection activities.**
- 6. Analyze ecological data and case studies.**
- 7. Develop eco-friendly habits and awareness.**