

LESSON PLAN
SUBJECT : BUSINESS STUDIES

TOPIC- CH-5 ORGANISING

BRIEF DESCRIPTION-

Concept of organizing ,process of organising; importance of organising;
meaning, advantages and disadvantages of functional organization and divisional organisation;
meaning, advantages and disadvantages of formal and informal organization
concept of delegation and decentralization, importance of delegation and decentralisation
Distinguish between delegation and decentralisation

KPI DEFINITION :To give students a better understanding of how organization structure, created

Effect of formal and informal organization on work culture of an institution ,Decision of centralization and decentralisation and the most important Authority, Responsibility and Accountability of the employees.

OBJECTIVES:

I- Specific Objectives-

SP 1. To understand the concept of organizing after effective planning.(U)

SP 2 In an organization importance of structure on the basis of main work .(U)

SP 2. To give more Practice in the form of different case studies and source based questions. (APP)

SP 3. Prepare notes to improve writing skills i.e To the point answers, using more example,flow chart,pictures etc. (SY)

II -Behavioural Objectives

To enable the students to-

B 1 To streamline tasks, enhance efficiency and promote collaboration among individuals or groups within an entity. (U)

B 2 By doing and implementing systematic organised use of resources (APP)

B 3 Developing formal & informal structure to be maintained at work place. (SY)

B 4 To apply the concept of responsibility in their day to day life style. (APP)

PROCESS /ACTIVITIE

ACT 1 Group Activity

One effective activity for the organizing function is a “Team Building survey ‘.

Quality circle of the students to solve any problems , enhance communication and identify the strength within the team.

(APP)

Learning objective: Practical learning of organizing helps to understand the importance of organizing for everyone to learn the efficient use of resources and maintaining healthy relationship while performing team work. (U) (APP 2)

ASSESSMENT:

Self Assessment after every chapter.

Periodic Test-I

Class -Test

Worksheet solution

Parameter to Assess 1) Understanding Concept (2) Use of proper procedure of organization 3) Content while writing answers. 4) Identification of situation based questions

Question paper will be designed on the basis of Bloom taxonomy.

DIGITAL CONTENT TO BE USED:

PPT and PDF

EXPECTED LEARNING OUTCOME**Students will be able to**

- 1) get the complete understanding of the concept of Organising process.
- 2) Verbal Questions will be asked in the class. Some practice questions will be given in the class.
- 3) Recognize the types of organizing and the concept of Authority, Responsibility and Accountability.

Placement of Objectives, Instructional Activities and Assessment Topic: Nature & Significance of Management						
	KNOWLEDGE	UNDERSTANDING	APPLICATION	ANALYSIS	SYNTHESIS	EVALUATION
Objectives		2	2		2	
Activities	1		2			
Assessment	2	1		2		1

REVIEW OF THE LESSON PLAN

(TO BE DONE WHEN THE LESSON GETS OVER)

Problems faced –

Success-

Failure-

Real Learning Outcomes

ELO-

Students' response/ participation

Teacher's Learning

TO INCORPORATE IN TERM 2-