

Dayanand College of Commerce (Jr.),Latur.

Annual Topic Plan

Subject – Small Industries and Self Employment –Paper- I

For the Academic Year 2021-22

Class – XIIth

Part – I Topic Wise Annual Plan (From- April to January)

Sr.No.	Name of Topic	Topic Contents	Tentative No. of Lectures
1.00	Factory Act-1948	<ul style="list-style-type: none"> • Introduction 1 • Objects of the factory Act 1 • Imp. Definitions :- Adult person, Child person, Young person 1 Adolscent person, Day, Week 1 Calender Year, Financial year, Factory 1 Manufacturing process, occupier, worker, power. 1 • Provisions regarding Health of the workers 3 • Provisions regarding Safety of the workers 3 • Provisions regarding Welfare of the workers 3 • Provisions/rules for working hours of Adult workers in factory 2 • Provisions/rules for working hours of Young workers in factory 2 • Provisions/rules for working hours of Female workers in factory 2 • Provisions/rules for annual leave with wages 2 • Procedure for registration approval and licensing of factory 3 • Objective Questions & Answers. 2 	28
2.00	Shop & establishment Act 1948	<ul style="list-style-type: none"> • Introduction, Application of the Act. 1 • Imp. definition :- Shop, establishment 1 • Procedure /method for registration of shop & establishment 2 • Rules/provisions regarding opening & closing hours of the shop & establishment. 2 • Rules/provisions regarding working of Adult worker in shop 2 • Rules/provisions regarding working of Young worker in shop. 1 • Objective Questions & Answers. 1 	10

3.00	Excise Duty Act 1949	<ul style="list-style-type: none"> • Introduction, Application of the Act 1 • Definition of excise duty • Names of taxable & non-taxable commodities under the Act 1 • Objective Questions & Answers. 	02
4.00	Insurance	<ul style="list-style-type: none"> • Meaning & Definition of Insurance 1 • Types of insurance, Life Insurance & General Insurance • Fire Insurance, meaning & definition 1 • Procedure for taking fire Insurance policy 1 • Procedure for getting fire Insurance claim • Objective Questions & Answers. 1 	04
5.00	Sales Tax Act-1949	<ul style="list-style-type: none"> • Introduction, meaning of Direct Tax, Indirect Tax 1 • Imp. Definition:- Sales Tax, GST, dealer, registered dealer 1 • unregistered dealer, turnover, purchase turnover sales turnover, custom duty, production tax 1 • Objective Questions & Answers. 1 	04
6.00	Employees provident fund Act-1949	<ul style="list-style-type: none"> • Introduction, application of the Act 1 • Imp. Definitions :- Factory, Basic wages, contribution, Employer, Employee, exempted establishment. 1 • Objects of Employees provident fund Act. 1 • Benefit of opening provident fund Account 1 • Provisions/rules regarding Employees provident scheme 2 • When an employee can withdraw full amount of provident fund. 1 • Employee family pension scheme 1 • Rate of family pension 1 • Power & duties of inspector under employees provident fund Act. • Objective Questions & Answers. 1 	10
7.00	Payment of wages Act-1936	<ul style="list-style-type: none"> • Introduction, objects of the payment of wages Act 1 • Application of the Act. Imp. Definition:- Wages 1 • Provisions / rules regarding payment of Wages 2 • Provisions / rules regarding deductions of Wages 2 • Deductions for fines 1 • Deductions for advance salary 1 	10

		<ul style="list-style-type: none"> • Power & duties of Inspector under payment of wages Act. 1 • Objective Questions & Answers. 1 	
8.00	Minimum wages Act-1948	<ul style="list-style-type: none"> • Introduction, objects of minimum wages Act. 1 • Definition of minimum wages 1 • Applications of minimum wages Act 1 • Procedure for fixation of minimum wages 1 • Mode / method of payment of minimum Wages 2 • Power & duties of inspector under minimum wages Act 1 • Objective Questions & Answers. 1 	08
9.00	Workmens compensation Act-1923	<ul style="list-style-type: none"> • Introduction, objects/features of workmens compensation Act 2 • Imp. Definitions:-dependents, Disablement, total disablement ,temporary disablement, Permanent disablement 2 • Rules/provision regarding workmens Compensation 1 • When an employer is liable to pay Compensation 2 • How the amount of compensation payable to an injured workmen calculated under workmens compensation Act. 2 • Objective Questions & Answers. 1 	10
10.00	Employees state Insurance Act 1948	<ul style="list-style-type: none"> • Introduction, Features of Employees state Insurance Act 1 • Objects of employees state insurance Act 1 • Imp. Definitions :- Contribution, Contribution period, dependents, factory 1 • Employer, Employee, wages, Employment injury, sickness, insured person. 1 • Benefits available to an employee under state insurance Act. 1 • Sickness Benefits, maternity Benefits 2 • Disablement benefits, Dependents benefits 1 • Medical benefits, funeral benefit 1 • Objective Questions & Answers. 1 	10
11.00	Income Tax Act-1961	<ul style="list-style-type: none"> • Introduction 1 • Imp. Definitions :- Tax, Direct Tax, Indirect Tax, Assessee, Assessment year 1 • previous year, Agriculture income, casual income. 1 • Heads/Sources of income under income Tax Act. 1 • Computation of Taxable income from Business/profession Problems & solutions 	18

		on the above problem No.1,2,3,4,5,6,7,8,9,10,11,12,13,14,15.	14	
12.00	Preparation various register of a factory	<ul style="list-style-type: none"> • Purchase Register • Sales Register • Stock Register • Attendance Register • Wages / payment Register • Fine Register 	1 1 1 1 1 1	06

Part – II No. of Days Required for Examination

Exam Type	Exam Duration (In Days)	Syllabus
1) Unit Test – I	03	Chapter-1,2,
2) First Term Exam	06	Chapter-1,2,3,4,
3) Unit Test – II	03	Chapter-5,6,7
4) First Practice Exam	06	All Syllabus
5) Second Practice Exam	06	All Syllabus
6) Application Based Test(ABT-Final Practical Exam.)	06	All Syllabus
Total Exam Duration (In Days)	30 Days	In Words: Thirty Days

A) The total no. of days required for the completion of Syllabus (Part-I) to be taken throughout the year = **123 Days (120 Lectures +3Industrial Visits)**

B) The total no. of days required for Examinations (Part-II) to be held throughout the year = **30Days***

C) Total No. of Days (A+B = C) i.e. 123 Days + 30 Days = 153 Days**

- There will be 3 industrial visits of te students to the various different industries for paper I in 12th Standard

Sr.No.	Name of the Subject Teacher	Signature	Remark (If Any...)
1.00	Prof. Shelge G.P.		

Co-ordinator

Supervisor

