

How to score more in Business Studies.....

Class – XII

Student should keep in mind the following points :-

1. Stress is physical and emotional response to perceived dangers that are not always real.
2. It may often push any one over the edge.
3. Stress may have a different meaning for every individual, yet positive stress encourages action.
4. Business Studies is a major subject in commerce stream with its own intricacies.
5. Being a theoretical subject it may be a cause of worry.
6. If the subject is taken on a regular basis, the undue stress could be avoided.
7. Devote considerable time on reading the Business Studies text book published by NCERT. Keep marking the important points. This would give a conceptual understanding about the text.
8. Try to understand the examples given in the text as these are often used to make questions as case studies.
9. Learn the headers properly. It may seem little difficult but through learning acronyms it can be made easy, for example (i) Planning is **Futuristic** (ii) Planning is **continuous** (iii) Planning is **mental activity** can be learnt as FCM.
10. Make proper diagrams and flow charts while learning, as pictorial representation can easily be recapitulated.
11. Question in which process is asked, sequence should be strictly followed.
12. Use Question Bank and Question papers of last years of board to understand the typology of case studies and questions usually asked.
13. Go through the marking scheme of the sample papers and question papers of last years. This would help in preparing for different types of questions topic / chapter wise.
14. **While reading the question paper**, the following points should be kept in mind –

- 15 minutes time given by CBSE must be judiciously used.
- Read the general instructions carefully.
- Sort out the best questions you wish to start your paper with.

- Questions on case studies should be dealt with in the following manner –
 - Read the concluding part first.
 - Read the question.
 - Read the entire case thereafter marking key points.
- The weightage of the questions should be kept in mind while deciding the word limit / length of the answer.

- The describing words given in the question paper should act as a guide in deciding what and how much to write.
 - Eg:- ‘State’ – writing in a statement ‘Explain’ – Discussion in detail.

- Deciphering the question is very important so in case of any doubt, the question in Hindi can be referred to

15. While attempting the question paper, make it sure that you-

- a) Start with the best prepared topics and questions. Keep the weightage of questions in mind (preferably 6 mark question first)
- b) Write answers in points as it is always considered better.
- c) Use headers and underline them. Start explanation to the headers from the next line.
- d) Use diagrams, flow charts and examples wherever possible to make the presentation effective.
- e) Questions related to ‘Compare’ or ‘Distinguish’ should be read carefully. If the ‘base’ of ‘distinction’ or ‘comparison’ is given in the question then write the answer very specifically. In case asked in general ‘basis’ of ‘distinction’ or ‘compare’ should be clearly mentioned.
- f) Keep an eye on the time aspect.

16. It is very crucial to complete the paper on time and to have few minutes to revise.

Wishing you all the very best....

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