

**English Syllabus for I Year Intermediate
w.e.f. 2010-11**

InterNET-I

PROSE

1. Thinking out of the Box: Lateral Thinking
(An article on the internet)
2. Gender Bias
Sudha Muthy
3. The Art of Wicket-Keeping : The Uttakh-Bhaitakh Breed
Ramchandra Guha
4. Robots and People
Isaac Asimov
5. You're on the 87th Floor, and Something's Terribly Wrong
Adam Mayblum
6. The Refund
Fritz Karinthy

POETRY

1. On Friendship
Kahlil Gibran
2. Television
Roald Dahl
3. A Spider and A Fly
Don Marquis
4. Mother's Day
Shiv K. Kumar
5. Anecdote for Fathers
William Wordsworth

MOSAIC

(Non Detailed Text Book)

1. After Twenty Years
O. Henry
2. The Gold Frame
R. K. Laxman
3. The Story-Teller
Saki
4. The Face on the Wall
E.V. Lucas
5. The Nightingale and the Rose
Oscar Wilde
6. Bepin Choudhury's Lapse of Memory
Satyajit Ray

GRAMMAR, STUDY SKILLS AND COMMUNICATION SKILLS

1. Parts of Speech
2. Articles
3. Subject-Verb Agreement
4. Modal Auxiliaries
5. Time and Tense
6. Active and Passive Voice
7. Direct and Indirect Speech
8. Forming Questions and Question Tags
9. Simple, Compound and Complex Sentences
10. Correction of Sentences

विषयसूचिका

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4. उपवाचक प्रश्नाः	27 to 28
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INTERMEDIATE - FIRST YEAR
SECOND LANGUAGE SANSKRIT : PART - II

मानकप्रश्नपत्रम् - संस्कृतम्
MODEL PAPER - I

Time: 3 Hrs.

Marks :100

सूचना - अनुवादप्रश्नं विहाय अन्ये प्रश्नाः संस्कृतभाषायामेव समाधातव्याः ॥

I. एकं श्लोकं पूरयित्वा भावं लिखत ।

1 x 6 = 6

अ) शशिना शोभते..... जीवनम् ॥

आ) त्यागः सत्यं महीपति ॥

II. एकं निबन्धप्रश्नं समाधत्त ।

1 x 6 = 6

अ) रघोः जैत्रयात्रामुद्दिश्य संक्षेपेण लिखत।

आ) संस्कृतस्य संस्कृतेश्च महत्त्वं वर्णयत।

III. एकं निबन्धप्रश्नं समाधत्त ।

1 x 6 = 6

अ) मातङ्गस्य चरितं वर्णयत ।

आ) सुषा शिवराजं कथं रक्षितवती ?

IV. चतुर्णां प्रश्नानां समाधानं लिखत ।

4 x 2 = 8

अ) वृद्धायाः कति पुत्राः?

आ) चोरः राजनं किमुक्तवान्?

इ) भारते वेधशाला कुत्र आसीत्?

ई) शाङ्कर भाष्यस्य व्याख्यानस्य भामतीति नाम कथमागतम्?

उ) घटिकायन्त्रो नाम कः?

ऊ) राजा कोवलविषये अविचार्य भटान् किमादिदेश?

V. द्वयोः ससन्दर्भं व्याख्यानं लिखत।

2 x 3 = 6

अ) पत्रं पुष्पं फलं तोयं यो मे भक्त्या प्रयच्छति।

आ) वभौ हरजटाभ्रष्टां गङ्गामिव भगीरथः।

इ) धनी दरिद्रं मनुते पवित्रम्।

ई) स्वराज्यं न स्वराज्यम् ।

VI द्वयोः ससन्दर्भं व्याख्यानं लिखत।

2 x 3 = 6

अ) सचिवा नौषोऽमुष्य मृत्युसमयः ।

आ) भद्रा एवं क्रियताम् ।

इ) पुत्र चापलं क्षन्तुमर्हति ।

ई) अहं महाराजं मेलितुम् इच्छामि ।

VII. त्रयाणां प्रश्नानां समाधानं लिखत।

3 x 2 = 6

अ) कुचेलः कथं धनी जातः ?

आ) रघुः कः इव वभौ?

इ) बन्धवाः के ?

ई) राजवृत्तं कति विधम् ?

उ) भारतदेशे दातृपूज्यता कीदृशी ?

ऊ) केन ऐक्यं साधयामः?

VIII. त्रयाणां प्रश्नानां समाधानं लिखत ।

3 x 2 = 6

अ) मातङ्गः कीदृशं रूपं प्राप्तवान् ?

आ) पापबुद्धेः आशयः कः ?

इ) केशवदासः घटोत्कचेन कथं गृहीतः ?

ई) साधुः कुत्र वसति स्म ?

उ) संन्यासी कुत्र निवसति ?

ऊ) देवालयात् बहिः किं श्रूयते स्म?

IX. ज्वरार्तस्य विरामग्रहणाय अभ्यर्थनपत्रम् लिखत।

1 x 5 = 5

अथवा

पुस्तकप्रेषणाय पत्रं लिखत ।

X. द्वयोः शब्दयोः सविभक्तिकं रूपाणि लिखत ।

2 x 6 = 12

अ) राम

आ) मति

इ) वारि

ई) तद् (स्त्री लिङ्गः)

XI. द्वयोः धातुरूपाणि लिखत ।

2 x 3 = 6

अ) पठति

आ) धाविष्यति

इ) वर्धेत

ई) विद्यते

XII. त्रीणि सन्धिनामनिर्देशपूर्वकं विघटयत ।

3 x 2 = 6

अ) महीन्द्रः आ) रमेशः इ) वसुधैव ई) प्रत्येकम् उ) पावकः ऊ) हलीषा

XIII. त्रीणि सन्धिनामनिर्देशपूर्वकं सन्धत्त ।

3 x 2 = 6

अ) वधू + ऊहः आ) जल + ऊर्मिः इ) परम + ओषधिः

ई) धातु + अंशः उ) भानो + ए ऊ) ते + अपि

XIV. अनुवदत (आन्ध्र /आङ्ग्लभाषायाम्)

5 x 1 = 5

अ) त्वं फलं खाद ।

आ) किं तव वयः।

इ) त्वं ह्यः कुत्र आसीः?

ई) अत्र कति छात्राः सन्ति ।

उ) त्वं कस्मिन् विद्यालये पठसि ।

XV. एकेन पदेन समाधानं दत्त ।

5 x 1 = 5

अ) शक्तेः पौत्रः कः?

आ) गौरीगुरुः कः ?

इ) लक्ष्मी कुत्र वर्तते?

ई) राजा कथं भवेत् ?

उ) किं भारतं नौमि ?

XVI. एकेन पदेन समाधानं दत्त ।

5 x 1 = 5

अ) शमीकोटरे कः प्रविवेश?

आ) पाण्डवमध्यमः कः भवति ?

इ) राज्ञी किं विस्मृतवती ?

ई) वणिजः कुमारी का ?

उ) कस्य पुत्रः अस्वस्थः आसीत् ?

BOARD OF INTERMEDIATE EDUCATION, A.P., HYDERABAD
REVISION OF SYLLABUS
Subject – MATHEMATICS –IA (w.e.f. 2012-13)

CHAPTERS	PERIODS
<u>ALGEBRA</u>	
1 <u>Functions :</u> 1.1 Types of functions – Definitions. 1.2 Inverse functions and Theorems. 1.3 Domain, Range, Inverse of real valued functions.	16
2 <u>Mathematical Induction</u> 2.1 Principle of Mathematical Induction & Theorems. 2.2 Applications of Mathematical Induction. 2.3 Problems on divisibility.	08
03. <u>Matrices:</u> 3.1 Types of matrices 3.2 Scalar multiple of a matrix and multiplication of matrices 3.3 Transpose of a matrix 3.4 Determinants 3.5 Adjoint and Inverse of a matrix 3.6 Consistency and inconsistency of Equations- Rank of a matrix 3.7 Solution of simultaneous linear equations	28
<u>VECTOR ALGEBRA</u>	
4. <u>Addition of Vectors :</u> 4.1 Vectors as a triad of real numbers. 4.2 Classification of vectors. 4.3 Addition of vectors.	18

- 4.4 Scalar multiplication.
- 4.5 Angle between two non zero vectors.
- 4.6 Linear combination of vectors.
- 4.7 Component of a vector in three dimensions.
- 4.8 Vector equations of line and plane including their Cartesian equivalent forms.

5 Product of Vectors :

- 5.1 Scalar Product - Geometrical Interpretations - orthogonal projections.
- 5.2 Properties of dot product.
- 5.3 Expression of dot product in i, j, k system - Angle between two vectors.
- 5.4 Geometrical Vector methods.
- 5.5 Vector equations of plane in normal form.
- 5.6 Angle between two planes.
- 5.7 Vector product of two vectors and properties.
- 5.8 Vector product in i, j, k system.
- 5.9 Vector Areas.
- 5.10 Scalar Triple Product.
- 5.11 Vector equations of plane in different forms, skew lines, shortest distance and their Cartesian equivalents. Plane through the line of intersection of two planes, condition for coplanarity of two lines, perpendicular distance of a point from a plane, Angle between line and a plane. Cartesian equivalents of all these results
- 5.12 Vector Triple Product - Results

<u>TRIGONOMETRY</u>	
6 <u>Trigonometric Ratios up to Transformations :</u>	20
6.1 Graphs and Periodicity of Trigonometric functions.	
6.2 Trigonometric ratios and Compound angles.	
6.3 Trigonometric ratios of multiple and sub-multiple angles.	
6.4 Transformations - Sum and Product rules.	
7 <u>Trigonometric Equations:</u>	
7.1 General Solution of Trigonometric Equations.	05
7.2 Simple Trigonometric Equations – Solutions.	
8 <u>Inverse Trigonometric Functions:</u>	
8.1 To reduce a Trigonometric Function into a bijection.	07
8.2 Graphs of Inverse Trigonometric Functions.	
8.3 Properties of Inverse Trigonometric Functions.	
9 <u>Hyperbolic Functions:</u>	
9.1 Definition of Hyperbolic Function – Graphs.	
9.2 Definition of Inverse Hyperbolic Functions – Graphs.	04
9.3 Addition formulas of Hyperbolic Functions.	
10 <u>Properties of Triangles:</u>	
10.1 Relation between sides and angles of a Triangle	
10.2 Sine, Cosine, Tangent and Projection rules.	
10.3 Half angle formulae and areas of a triangle	16
10.4 In-circle and Ex-circle of a Triangle.	
TOTAL	150

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MODEL QUESTION PAPER w.e.f. 2012-13
MATHEMATICS - IA

(English Version)

Time: 3 hours

Max. Marks: 75

Note: This Question paper consists of three sections A, B and C

SECTION - A

10 x 2 = 20 Marks

I. Very Short Answer Questions:

(i) Answer All Questions

(ii) Each Question carries Two marks.

1. If $A = \left\{0, \frac{\pi}{6}, \frac{\pi}{4}, \frac{\pi}{3}, \frac{\pi}{2}\right\}$ and $f: A \rightarrow B$ is a surjection defined by $f(x) = \cos x$ then find B.
2. Find the domain of the real-valued function $\frac{1}{\log(2-x)}$.
3. A certain bookshop has 10 dozen chemistry books, 8 dozen physics books, 10 dozen economics books. Their selling prices are Rs. 80, Rs. 60 and Rs. 40 each respectively. Find the total amount the bookshop will receive by selling all the books, using matrix algebra.
4. If $A = \begin{bmatrix} 2 & -4 \\ -5 & 3 \end{bmatrix}$, then find $A + A'$ and AA' .
5. Show that the points whose position vectors are $-2\bar{a} + 3\bar{b} + 5\bar{c}$, $\bar{a} + 2\bar{b} + 3\bar{c}$, $7\bar{a} - \bar{c}$ are collinear when $\bar{a}, \bar{b}, \bar{c}$ are non-coplanar vectors.
6. Let $\bar{a} = 2\bar{i} + 4\bar{j} - 5\bar{k}$, $\bar{b} = \bar{i} + \bar{j} + \bar{k}$ and $\bar{c} = \bar{j} + 2\bar{k}$. Find unit vector in the opposite direction of $\bar{a} + \bar{b} + \bar{c}$.
7. If $\bar{a} = \bar{i} + 2\bar{j} - 3\bar{k}$ and $\bar{b} = 3\bar{i} - 2\bar{j} + 2\bar{k}$ then show that $\bar{a} + \bar{b}$ and $\bar{a} - \bar{b}$ are perpendicular to each other.
8. Prove that $\frac{\cos 9^\circ + \sin 9^\circ}{\cos 9^\circ - \sin 9^\circ} = \cot 36^\circ$.
9. Find the period of the function defined by $f(x) = \tan(x + 4x + 9x + \dots + n^2x)$.
10. If $\sinh x = 3$ then show that $x = \log_e(3 + \sqrt{10})$.

SECTION - B

5 x 4 = 20 Marks

II. Short Answer Questions.

- (i) Answer any Five questions.
 (ii) Each Question carries Four marks.

11. Show that
$$\begin{vmatrix} bc & b+c & 1 \\ ca & c+a & 1 \\ ab & a+b & 1 \end{vmatrix} = (a-b)(b-c)(c-a)$$

12. Let ABCDEF be regular hexagon with centre 'O', show that

$$\overline{AB} + \overline{AC} + \overline{AD} + \overline{AE} + \overline{AF} = 3\overline{AD} = 6\overline{AO}.$$

13. If $\vec{a} = \vec{i} - 2\vec{j} - 3\vec{k}$, $\vec{b} = 2\vec{i} + \vec{j} - \vec{k}$ and $\vec{c} = \vec{i} + 3\vec{j} - 2\vec{k}$ find $\vec{a} \times (\vec{b} \times \vec{c})$.

14. If A is not an integral multiple of $\frac{\pi}{2}$, prove that

(i) $\tan A + \cot A = 2 \operatorname{cosec} 2A$

(ii) $\cot A - \tan A = 2 \cot 2A$

15. Solve: $2 \cos^2 \theta - \sqrt{3} \sin \theta + 1 = 0$.

16. Prove that $\cos\left(2 \tan^{-1} \frac{1}{7}\right) = \sin\left(4 \tan^{-1} \frac{1}{3}\right)$.

17. In a ΔABC prove that $\tan\left(\frac{B-C}{2}\right) = \frac{b-c}{b+c} \cot \frac{A}{2}$.

SECTION - C

5 x 7 = 35 Marks

III. Long Answer Questions.

- (i) Answer any Five questions.
 (ii) Each Question carries Seven marks.

18. Let $f: A \rightarrow B$, $g: B \rightarrow C$ be bijections. Then prove that $(g \circ f)^{-1} = f^{-1} \circ g^{-1}$.

19. By using mathematical induction show that $\forall n \in N$,

$$\frac{1}{1.4} + \frac{1}{4.7} + \frac{1}{7.10} + \dots \text{upto } n \text{ terms} = \frac{n}{3n+1}.$$

20. If $A = \begin{bmatrix} 1 & -2 & 3 \\ 0 & -1 & 4 \\ -2 & 2 & 1 \end{bmatrix}$ then find $(A')^{-1}$.

21. Solve the following equations by Gauss - Jordan method

$$3x + 4y + 5z = 18, \quad 2x - y + 8z = 13 \text{ and } 5x - 2y + 7z = 20.$$

22. If $A = (1, -2, -1)$, $B = (4, 0, -3)$, $C = (1, 2, -1)$ and $D = (2, -4, -5)$, find the distance between \overline{AB} and \overline{CD} .

23. If A, B, C are angles of a triangle, then prove that

$$\sin^2 \frac{A}{2} + \sin^2 \frac{B}{2} - \sin^2 \frac{C}{2} = 1 - 2 \cos \frac{A}{2} \cos \frac{B}{2} \sin \frac{C}{2}.$$

24. In a ΔABC , if $a = 13, b = 14, c = 15$, find R, r, r_1, r_2 and r_3 .

OOO

BOARD OF INTERMEDIATE EDUCATION, A.P., HYDERABAD
REVISION OF SYLLABUS
Subject: MATHEMATICS -IB
(w.e.f.2012-13)

CHAPTERS	PERIODS
<u>COORDINATE GEOMETRY</u>	
1 <u>Locus</u> : 1.1 Definition of locus – Illustrations. 1.2 To find equations of locus - Problems connected to it.	08
2 <u>Transformation of Axes</u> : 2.1 Transformation of axes - Rules, Derivations and Illustrations. 2.2 Rotation of axes - Derivations – Illustrations.	08
3 <u>The Straight Line</u> : 3.1 Revision of fundamental results. 3.2 Straight line - Normal form – Illustrations. 3.3 Straight line - Symmetric form. 3.4 Straight line - Reduction into various forms. 3.5 Intersection of two Straight Lines. 3.6 Family of straight lines - Concurrent lines. 3.7 Condition for Concurrent lines. 3.8 Angle between two lines. 3.9 Length of perpendicular from a point to a Line. 3.10 Distance between two parallel lines. 3.11 Concurrent lines - properties related to a triangle.	25
4 <u>Pair of Straight lines</u>: 4.1 Equations of pair of lines passing through origin, angle between a pair of lines. 4.2 Condition for perpendicular and coincident lines, bisectors of angles. 4.3 Pair of bisectors of angles. 4.4 Pair of lines - second degree general equation.	24

4.5	Conditions for parallel lines - distance between them, Point of intersection of pair of lines.	
4.6	Homogenizing a second degree equation with a first degree equation in X and Y.	
5	<u>Three Dimensional Coordinates :</u>	04
5.1	Coordinates.	
5.2	Section formulas - Centroid of a triangle and tetrahedron.	
6	<u>Direction Cosines and Direction Ratios :</u>	10
6.1	Direction Cosines.	
6.2	Direction Ratios.	
7	<u>Plane :</u>	04
7.1	Cartesian equation of Plane - Simple Illustrations.	
<u>CALCULUS</u>		
8.	<u>Limits and Continuity:</u>	
8.1	Intervals and neighborhoods.	
8.2	Limits.	15
8.3	Standard Limits.	
8.4	Continuity.	
9	<u>Differentiation :</u>	24
9.1	Derivative of a function.	
9.2	Elementary Properties.	
9.3	Trigonometric, Inverse Trigonometric, Hyperbolic, Inverse Hyperbolic Function - Derivatives.	
9.4	Methods of Differentiation.	
9.5	Second Order Derivatives.	
10	<u>Applications of Derivatives:</u>	28
10.1	Errors and approximations.	
10.2	Geometrical Interpretation of a derivative.	

10.3 Equations of tangents and normals.	
10.4 Lengths of tangent, normal, sub tangent and normal.	sub
10.5 Angles between two curves and condition for orthogonality of curves.	
10.6 Derivative as Rate of change.	
10.7 Rolle's Theorem and Lagrange's Mean value theorem without proofs and their geometrical interpretation.	
10.8 Increasing and decreasing functions.	
10.9 Maxima and Minima.	
TOTAL	150

BOARD OF INTERMEDIATE EDUCATION A.P.: HYDERABAD
MODEL QUESTION PAPER w.e.f. 2012-13
MATHEMATICS - IB

(English Version)

Time: 3 hours

Max. Marks: 75

Note: This Question paper consists of three sections A, B and C

SECTION - A

10 x 2 = 20 Marks

I. Very Short Answer Questions:

(i) Answer All Questions

(ii) Each Question carries Two marks.

1. Find the value of x , if the slope of the line passing through $(2, 5)$ and $(x, 3)$ is 2.
2. Transform the equation $x + y + 1 = 0$ into the normal form.
3. Show that the points $(1, 2, 3)$, $(2, 3, 1)$ and $(3, 1, 2)$ form an equilateral Triangle.
4. Find the angle between the planes $2x - y + z = 6$ and $x + y + 2z = 7$.
5. Show that $\lim_{x \rightarrow 0^+} \left\{ \frac{2|x|}{x} + x + 1 \right\} = 3$.
6. Find $\lim_{x \rightarrow 0} \frac{e^{x+3} - e^3}{x}$.
7. If $f(x) = a^x e^{x^2}$ find $f'(x)$ (where $a > 0, a \neq 1$).
8. If $y = \log[\sin(\log x)]$, find $\frac{dy}{dx}$.
9. Find the approximate value of $\sqrt[3]{65}$.
10. Find the value of 'C' in Rolle's theorem for the function $f(x) = x^2 + 4$ on $[-3, 3]$.

SECTION - B

5 x 4 = 20 Marks

II. Short Answer Questions.

- (i) Answer any Five questions.
 (ii) Each Question carries Four marks.

11. A(2, 3) and B(-3, 4) be two given points. Find the equation of the Locus of P, so that the area of the Triangle PAB is 8.5 sq. units.
12. When the axes are rotated through an angle $\frac{\pi}{6}$ find the transformed equation of $x^2 + 2\sqrt{3}xy - y^2 = 2a^2$.
13. Find the points on the line $3x - 4y - 1 = 0$ which are at a distance of 5 units from the point (3, 2).

14. Show that $f(x) = \begin{cases} \frac{\cos ax - \cos bx}{x^2} & \text{if } x \neq 0 \\ \frac{1}{2}(b^2 - a^2) & \text{if } x = 0 \end{cases}$

where a and b are real constants is continuous at '0'.

15. Find the derivative of $\sin 2x$ from the first principle.
16. A particle is moving in a straight line so that after t seconds its distance s (in cms) from a fixed point on the line is given by $s = f(t) = 8t + t^3$. Find (i) the velocity at time $t = 2$ sec (ii) the initial velocity (iii) acceleration at $t = 2$ sec.
17. Show that the tangent at any point θ on the curve $x = c \sec \theta$, $y = c \tan \theta$ is $y \sin \theta = x - c \cos \theta$.

SECTION - C

5 x 7 = 35 Marks

III. Long Answer Questions.

- (i) Answer any Five questions.
 (ii) Each Question carries Seven marks.

18. Find the equation of straight lines passing through (1, 2) and making an angle of 60° with the line $\sqrt{3}x + y + 2 = 0$.

19. Show that the area of the triangle formed by the lines $ax^2 + 2hxy + by^2 = 0$ and $lx + my + n = 0$

$$\text{is } \left| \frac{n^2 \sqrt{h^2 - ab}}{am^2 - 2hlm + bt^2} \right|.$$

20. Find the value of k , if the lines joining the origin to the points of intersection of the curve $2x^2 - 2xy + 3y^2 + 2x - y - 1 = 0$ and the line $x + 2y = k$ are mutually perpendicular.

21. If a ray with d.c's l, m, n makes an angles α, β, γ and δ with four diagonals of a cube, then show that $\cos^2 \alpha + \cos^2 \beta + \cos^2 \gamma + \cos^2 \delta = \frac{4}{3}$.

22. If $x = \frac{3at}{1+t^3}$, $y = \frac{3at^2}{1+t^3}$ then find $\frac{dy}{dx}$.

23. At any point t on the curve $x = a(t + \sin t)$; $y = a(1 - \cos t)$ find lengths of tangent and normal.

24. A wire of length l is cut into two parts which are bent respectively in the form of a square and a circle. Find the lengths of the pieces of the wire, so that the sum of the areas is the least.

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BOARD OF INTERMEDIATE EDUCATION:HYDERABAD

Commerce-I - SYLLABUS (w.e.f. 2014-15)

Chapter 1 : Concept of Business

- 1.1 Introduction to Business
- 1.2 Classification of Economic Activities
- 1.3 Characteristic Features of Business
- 1.4 Objectives of Business
- 1.5 Social Responsibility of Business

Chapter 2 : Business Activities

- 2.1 Industry
- 2.2 Commerce
- 2.3 Hindrances involved in Commerce
- 2.4 Branches of Commerce
- 2.5 Inter relationship between Industry, Trade and Commerce
- 2.6 Distinction between Industry, Commerce and Trade

Chapter 3 : Forms of Business organisation

- 3.1 Concept of Business organisation
- 3.2 Forms of Business organisation
- 3.3 Sole Proprietorship

Chapter 4: Joint Hindu Family Business and Cooperative Society

- 4.1 Joint Hindu Family form of Business Organisation
- 4.2 Cooperative Society

Chapter 5 : Partnership

- 5.1 Meaning and Definition
- 5.2 Features
- 5.3 Types of Partners
- 5.4 Advantages and Limitations
- 5.5 Registration of Partnership
- 5.6 Partnership Deed
- 5.7 Rights and Duties of Partners
- 5.8 Dissolution of Partnership Firms

Chapter 6 : Joint Stock Company – Formation

6.1 Joint Stock Company

6.2 Features

6.3 Classification of Companies

6.4 Distinction between Private Company and Public Company

6.5 Advantages and Disadvantages

Chapter 7 : Formation of a Company

7.1 Steps In Formation of a Company

7.2 Promotion

7.3 Functions of Promoters

7.4 Types of Promoters

7.5 Incorporation of a Company or registration

7.6 Capital subscription

7.7 Commencement of Business

7.8 Memorandum of association

7.9 Articles of association

7.10 Prospectus

7.11 Minimum Subscription

7.12 Certificate of Commencement of Business

Chapter 8 : Sources of Business Finance-I

8.1 Meaning of Business Finance

8.2 Nature of Business Finance

8.3 Need for and Significance of Business Finance

8.4 Classification of Sources of Funds

8.5 Factors Determining the choice of Sources of Finances

Chapter 9 : Sources of Business Finance-II

9.1 Non-institutional Sources of Finance

9.2 Institutional sources of Finance

9.3 International sources of Finance

Chapter 10 : Micro, Small and Medium Enterprises (MSMEs)

10.1 Meaning and definition of Enterprise and MSMEs

10.2 Registration requirements under the MSMED Act, 2006

10.3 Significance of MSMEs

10.4 Privileges offered To Micro, Small And Medium Enterprises

10.5 Other Promotional Measures For MSMEs

Chapter 11: Multi National Corporations (MNCs)

11.1 Meaning and definitions

11.2 Necessity of Globalization

11.3 Multi-national Corporations

11.4 Features of MNCs

11.5 Advantages and Disadvantages of MNCs

Chapter 12 : Emerging Trends in Business

12.1 Meaning and Definition of E - Business

12.2 Scope of E-business

12.3 Benefits of E-business

12.4 Opportunities and challenges of business in 21st Century

12.5 Opportunities

12.6 Challenges

BOARD OF INTERMEDIATE EDUCATION: HYDERABAD

Accountancy-I - SYLLABUS (w.e.f. 2014-15)

Chapter 1: Book Keeping and Accounting

- 1.1 Introduction
- 1.2 Book Keeping
- 1.3 Accounting
- 1.4 Basic Accounting Terms

Chapter 2: Accounting Principles

- 2.1 Accounting Principles
- 2.2 Accounting Concepts
- 2.3 Accounting Conventions
- 2.4 Accounting Standards

Chapter 3: Double Entry Book Keeping System

- 3.1 Introduction
- 3.2 Meaning
- 3.3 Advantages
- 3.4 Account
- 3.5 Classification of Accounts

Chapter 4: Journal

- 4.1 Meaning
- 4.2 Proforma
- 4.3 Illustrations

Chapter 5 : Ledger

- 5.1 Meaning
- 5.2 Advantages of Ledger
- 5.3 Posting

Chapter 6 : Subsidiary Books

- 6.1 Meaning of the Subsidiary Books
- 6.2 The Need / Advantages of Subsidiary Books
- 6.3 Types of Subsidiary Books
- 6.4 Preparation of Subsidiary Books
 - 6.4.1 Purchase Book

6.4.2 Purchase Returns Book

6.4.3 Sales Book

6.4.4 Sales Return Book

6.4.5 Cash Book

6.4.6 Bills Receivable Book

6.4.7 Bills Payable Book

6.4.8 Journal Proper

Chapter 7 : Journal Proper

7.1 Meaning

7.2 Advantages

7.2.1 Opening Entries

7.2.2 Purchases of Assets on Credit

7.2.3 Sale of Asset on Credit

7.2.4 Rectification entries

7.2.5 Adjustment entries

7.2.6 Closing journal entries

7.2.7 Transfer entries

7.2.8 Other entries

Chapter 8 : Cash Book

8.1 Meaning of Cash Book

8.2 Characteristics and Advantages

8.2.1 Characteristics

8.2.2 Advantages

8.3 Importance

8.4 Various kinds of Cash Book and their Preparation

8.4.1 Simple Cash Book

8.4.2 Double column Cash Book

8.4.3 Triple column Cash Book

8.4.4 Petty Cash Book

Chapter 9 : Bank Reconciliation Statement

9.1 Introduction

9.2 Nature Of The Cash Book And Bank Pass Book (Bank Statement)

- 9.3 Meaning and Advantages of Bank Reconciliation Statement
- 9.4 Procedure for Preparation of Bank Reconciliation Statement
- 9.5 Reasons for Difference
- 9.6 Preparation of Bank Reconciliation Statement
 - 9.6.1 Favourable Balances
 - 9.6.2 Unfavourable Balance or Overdraft Balance
 - 9.6.3 When extracts from Cash Book and Pass Book are given

Chapter 10 : Trail Balance

- 10.1 Meaning
- 10.2 Features or Characteristics
- 10.3 Merits
- 10.4 Limitations
- 10.5 Types of Preparation
- 10.6 Proforma
- 10.7 Key Points

Chapter 11 : Errors and their Rectifications

- 11.1 Errors
- 11.2 Types of Errors
- 11.3 Rectification of Errors
- 11.4 Suspense Account

Chapter 12 : Final Accounts

- 12.1 Meaning
- 12.2 Objectives
- 12.3 Advantages and Limitations
- 12.4 Capital and Revenue Items
- 12.5 Preparation of Trading Account
- 12.6 Preparation of Profit & Loss Account
- 12.7 Balance Sheet

Chapter 13 : Final Accounts With Adjustments

- 13.1 Meaning
- 13.2 Types of Adjustments
- 13.3 Summary of Adjustments
- 13.4 Accounting Treatment to the Adjustments given in Trial Balance.

BOARD OF INTERMEDIATE EDUCATION, A.P., HYDERABAD

MODEL PAPER (w.e.f.2014-15)

Sub: COMMERCE

PART-I (50 Marks)

I year

SECTION-A

Answer any **two** of the following questions in not exceeding 40 lines each. **2x10=20 M**

1. Explain the merits and demerits of Partnership business?
2. What is Incorporation? Explain about the important documents required for incorporation of a company.
3. What do you mean by debenture ? Explain different types of debentures and their relative benefits ?

SECTION-B

Answer any **four** of the following questions in not exceeding 20 lines each. **4x5=20 M**

4. Explain the characteristics of Business. (Unit-I)
5. List out and explain the features of Co-operative Societies. (Unit-II)
6. Write any five differences between Private and Public Company. (Unit-III).
7. Explain the merits of equity shares ?
8. Write the features of Multi National Corporations?
9. Describe the opportunities and challenges of business in the 21st Century?

SECTION-C

Answer any **five** of the following questions in not exceeding 5 lines each. **5x2=10 M**

10. Entrepo Trade.
11. Genetic Industries.

12. Sole Proprietorship.
13. Partnership Deed.
14. Govt. Company.
15. Prospectus.
16. Preference Shares.
17. E – business.

PART-II (50 MARKS)

SECTION-D

18. Answer the following Question.
1X20=20 M

From the following Trial Balance of Mr. Jagannath prepare Trading, Profit and Loss Accounts and Balance Sheet as on 31-12-2012.

Particulars	Debit Rs.	Credit Rs.
Salaries	12,000	
Purchases	52,000	
Trade Expenses	2,000	
Wages	15,600	
Carriage	800	
Office Expenses		
Commission	1,000	
Bad debts	1,200	
Debtors	2,400	
Furniture	60,000	
Machinery	6,000	
Insurance	20,000	

Bills Receivable	800	
Opening Stock	4,000	
Cash in Hand	14,000	
Cash in Bank	1,000	
Capital	7,200	50,000
Sales		94,000
Discount		400
Creditors		42,000
Bills payable		13,600
		2,00,000
	2,00,000	

Adjustments:

1. Closing stock Rs. 22,000/-
2. Outstanding wages Rs.4,500/-
3. Prepaid Insurance Rs. 100/-
4. Provide Bad debts at Rs. 3,000/- .
5. Depreciation on Machinery at 5%.

SECTION-E

Answer any **one** of the following question:

1X10=10 M

19. Prepare Three Column Cash Book from the following particulars.

2012	January 1	Cash in hand	10,000
		Cash at Bank (O.D)	2,500
	January 2	Paid wages	3,000
	January 5	Cash Deposited into Bank	4,000
	January 9	Cash Sales	15,000
	January 12	Sold goods and received a cheque (Deposited on the same day)	10,000
	January 18	Sold goods to Hari on credit	20,000
	January 25	Withdrawn cash for personal use	2,000
	January 31	Commission received	1,000

OR

20. From the following particulars of Reddy, prepare a Bank Reconciliation statement:

- Bank over draft as per Cash Book-Rs. 10,500/-
- Bills collected directly by bank Rs.3,500/-
- Debit side of the Bank Column of Cash book cash short Rs. 100/-
- A Cheque deposited as per bank statement but not recorded in cash book Rs. 900/-
- Bank charges recorded twice in the cash book Rs. 420/-
- A cheque of Rs. 6000/- deposited but collections as per statement Rs. 3,500/-

SECTION-F

Answer any **two** of the following questions:

2x5=10 M

21. Explain the principles of debit and credit of different Accounts with examples.

22. Prepare Mahesh Account from the following transactions:

2010	July 1	Amount due from Mahesh	10,000/-
	July 5	Goods sold to Mahesh	12,000/-
	July 12	Cash received from Mahesh	5,000/-
	July 16	Goods returned by Mahesh	2,000/-
	July 25	Cheque given by Mahesh	10,000/-
	July 31	Mahesh account is settled with 10% Discount.	

23. Enter the following transactions in the purchase book and sales book:

2012	Jan 1	Purchased goods from Anand	700/-
	Jan 7	Sold goods to Bhanu	500/-
	Jan 10	Purchased goods from Chandu (Trade Discount 5%)	2,000/-
	Jan 12	Sold goods to Damodar	800/-
	Jan 15	Purchased goods from Govind	600/-
	Jan 20	Purchases	500/-
	Jan 25	Purchased goods from Gopal (Trade Discount 10%)	1,000/-
	Jan 27	Sold goods to Mahesh	1,100/-
	Jan 30	Sold goods to Nagesh for cash	500/-

24. Explain the various types of errors?

SECTION-G

Answer any **five** of the following:

5x2=10 M

25. Capital Expenditure.

26. Ledger.

27. GAAP.

28. Business Entity Concept.

29. Double entry system.

30. Journalize the following transactions in the books of Hari

2011	Feb 1	Commenced business with cash	55,000/-
	Feb 5	Cash purchases	15,000/-
	Feb 10	Sold good to Rajesh on Credit	3,800/-
	Feb 20	Salaries paid	5,000/-

31. Record the opening Entry from the following Information:

Cash in hand	3,000/-
Furniture	5,000/-
Closing Stock	4,000/-
Sundry debtors	15,000/-
Sundry creditors	10,000/-
Bills payable	6,000/-
Bills receivable	4,000/-

32. Prepare a Trail Balance from the following balances of Mr. Ramana.

Bills Receivable	4,000/-
Purchases	12,000/-
Capital	7,600/-
Sales	4,800/-
Bills payable	3,200/-
Sales Return	800/-
Purchase Return	1,200/-

BOARD OF INTERMEDIATE EDUCATION::HYDERABAD

ECONOMICS FIRST YEAR SYLLABUS

Introductory Economic Theory

- Unit – I Introduction (15 Periods)**
- a) Origin and meaning of Economics -
 - b) Definitions of Economics; Adam Smith, Alfred Marshall, Lionel Robbins, Paul Samuelson, & Jacob Viner.
Concept of Economics – Micro & Macro Economics Deductive and Inductive Method, Static and Dynamic Analysis, Positive and Normative Economics. Goods: (Free, Economic, Consumer, Producer, and Intermediary), Wealth, Income, Utility, Value, Price, wants and welfare.
- Unit – II Theory of Consumption (15 Periods)**
- a) Cardinal and Ordinal Utility, the law of Diminishing Marginal Utility – Limitations – Importance; law of Equi-Marginal Utility Limitations and –Importance of the Law, Indifference Curve Analysis – Properties and Consumer’s Equilibrium.
- Unit – III Theory of Demand (20 Periods)**
- a) Meaning – Demand Function – Determinants of Demand, Demand Schedule – Demand Curve, Law of Demand, Exceptions to Law of Demand - Causes for the downward slope of the demand curve, Types of Demand – Price Demand, Income Demand, and Cross Demand,
 - b) Elasticity of Demand – Meaning and Types – Price Elasticity, and Income Elasticity and Cross Elasticity – Price Elasticity-Types; Measurement of Price Elasticity of Demand- Point Method. Arc Method, Total Outlay Method. Determinants of Elasticity of Demand; Importance of Elasticity of Demand
- Unit – IV Theory of Production (20 Periods)**
- a) Meaning - Production Function – Factors of Production; Short-run and Long-run Production Function; Law of variable proportions
 - b) Law of returns to scale; Economies of Scale - Internal and External
 - c) Supply – Supply Function - Determinants of Supply --- Law of Supply
 - d) Cost Analysis – Basic Concepts of Costs- (Money, Real, Opportunity, Fixed and Variable, Total, Average and Marginal costs)
 - e) Revenue Analysis – Revenue under perfect and imperfect competition
- Unit – V Theory of Value (18 Periods)**
- a) Meaning and Classification of Markets – Perfect competition – features – price determination- Short-run and Long-run equilibrium of a firm and Industry
 - b) Imperfect Competition – Monopoly – Price Determination – Price-Discrimination-Monopolistic Competition- Features- Meaning of Oligopoly – Duopoly

- Unit – VI Theory of Distribution (12 Periods)**
- a) Determination of Factor Prices – Marginal Productivity Theory
 - b) Rent – Ricardian theory of Rent – Modern theory - Quasi Rent – Transfer earnings.
 - c) Wages – Meaning and types of wages – Money and Real wages
 - d) Interest- Meaning – Gross and Net interests
 - e) Profits – Meaning – Gross and Net profits
- Unit – VII National Income (15 Periods)**
- a) Definitions of National Income and Concepts
 - b) Measurement of National Income – Census of Product Method – Census of Income Method – Census of Expenditure Method
 - c) Methods of Measuring National Income in India; Problems and importance
- Unit – VIII Macro Economic Aspects (20 Periods)**
- a) Classical theory of Employment –J.B. Say Law of Markets- Limitations – J.M. Keynes Effective Demand.
 - b) Public Economics - Public Revenue – Public Expenditure – Public debt – Components of Budget.
- Unit – IX Money, Banking and Inflation (15 Periods)**
- a) Money – Definitions and Functions of money – Types of Money
 - b) Banking – Commercial Banks – Functions; Central Bank – Functions – Reserve Bank of India – Net Banking.
 - c) Inflation – Definitions – Types – Causes and Effects of inflation – Remedial Measures
- Unit – X Statistics for Economics (15 Periods)**
- a) Meaning, Scope and Importance of Statistics in Economics with Diagrams (Bar diagrams and Pie diagrams)
Measures of central tendency – Mean, Median, Mode.

BOARD OF INTERMEDIATE EDUCATION, A.P, HYDERABAD
MODEL QUESTION PAPER- ECONOMICS- I YEAR (W.E.F.2014-15)

Time: 3 Hours

Max.marks:100

Section – A

Answer any **Three** out of the following **Five** questions

3x10 =30marks

1. Explain the law of Diminishing Marginal Utility with the help of diagram. What are its limitations?
2. Explain Law of Variable Proportions with help of a diagram.
3. Define Perfect Competition. How Price of a commodity is determined under Perfect Competition?
4. Explain various methods of measuring National Income.
5. What is Price Elasticity of Demand? Explain the different forms of Price Elasticity of Demand.

Section – B

Answer any **eight** out of the following twelve questions

8x5=40marks

6. Explain the circular flow of income with suitable diagram.
7. Why a Demand Curve has a negative slope?
8. What are the exceptions to the law of Demand?
9. What are the properties of indifference curves?
10. Explain the meaning of 'U' shaped MC curve?
11. What are the main features of Monopoly?
12. What are the factors that determine Real Wages?
13. Explain Effective demand?
14. Calculate the Mean from the following data
Marks : 0-10, 10-20, 20-30, 30-40, 40-50, 50-60, 60-70.
No. of Students: 5, 12, 15, 25, 8, 3, 2.
15. Write any five methods of redemption of Public Debt.
16. Enumerate the measures for control of Inflation.
17. State the contingent functions of Money.

Section – C

Answer any **fifteen** out of the following twenty questions

15x2 =30marks

18. What is meant by Capital Goods?
19. Define Micro Economics?
20. Cardinal Utility.
21. What is Cross Demand?
22. Write Demand Function?
23. Calculate Arithmetic Mean from the data
40, 50, 55, 60, 65, 70, 75.
24. Write about Arc Method.
25. Calculate Median from the data.
6, 8, 2, 12, 13, 5, 15.
26. Draw an Indifference Map.
27. What is meant by Consumer Equilibrium?
28. Average Revenue.
29. Fixed Costs.
30. Monopolistic Competition.
31. What is Price Discrimination?
32. Quasi Rent.
33. Find out the Mode from this data.
3, 2, 5, 7, 2, 8, 2, 9.
34. What is Per Capita Income?
35. Disposable Income.
36. Define Say's Law of Market.
37. Demand-Pull Inflation.

BOARD OF INTERMEDIATE EDUCATION::HYDERABAD

POLITICAL SCIENCE (CIVICS) – I

SYLLABUS

Allocation of Periods.

Chapter – I : Scope and Significance of political Science - Introduction to Civics and Political Science, Origin and Evolution, Meaning, Definitions, What do we study? Why do we study?

Chapter – II : State - State – Meaning, Definitions, Elements, Relation of state with other Institutions – Society, Association, Government. **(14 Periods)**

Chapter – III : Nationalism - Nation, Nationality, Nationalism, Factors contributing for Nationality, Is India a Nation? Meaning, Forms (Traditional and modern)

Chapter – IV : law -Meaning, Definitions, Classification, Law and morality, Rule of Law.

Chapter – V : Liberty and Equality – Meaning, Definitions, Types, Safeguards, Liberty – Equality.

Chapter – VI : Rights and Responsibilities- Meaning, Definitions, functions Forms, Relationship between Rights and Responsibilities, Human Rights

Chapter – VII: Justice - Justice – Meaning, Forms of Justice, Social Justice.

Chapter – VIII: Citizenship - Meaning, Definitions, Methods of Acquiring, Citizen – Alien , Loss of Citizenship, Hindrances to Good Citizenship, Universal Citizenship

Chapter – IX: - Democracy- Meaning, Definitions, features, types, merits, devices, future

Chapter – X: Secularism -Meaning, Secular State, Western Model, Indian Model, Why India was made a Secular State? Criticism of Indian Secularism

Chapter – XI: Constitution- Meaning, Definitions, features, Classification

Chapter – XII: Government - Unitary, Federal, Parliamentary, Presidential, Theory of Separation of Powers, Organs of Government

BOARD OF INTERMEDIATE EDUCATION::HYDERABAD

POLITICAL SCIENCE (CIVICS)

I YEAR (w.e.f. 2014-15)

MODEL QUESTION PAPER

Time : 3 Hours.

Max. Marks: 100

Section-A

Answer any **Three** out of the following **Five** questions.

3X10=30 marks

1. Define Political Science and why should we study?
2. What are the functions of Legislature?
3. Write the safeguards of liberty?
4. What are the methods of acquiring citizenship?
5. Write an essay on the different models of secularism.

Section-B

Answer any **Eight** out of the following **Twelve** questions.

8X5=40 marks

6. What do we study in Political Science?
7. Write any two elements of state.
8. What are the differences between state and government?
9. What are the features of unitary form of Government?
10. What are the characteristics of Rights?
11. What is the significance of Human Rights?
12. Explain the relationship between Liberty and Equality.
13. Write a note on Social Justice.
14. What are the forms of Justice?
15. Explain the any four hindrances to good citizenship?
16. Write a note on any four factors contributing for Nationality?
17. Narrate the criticism on Indian Secularism?

Section-C

Answer any **Fifteen** out of the following **Twenty** questions. 15X2=30 marks.

18. What is Civics?
19. Society
20. Sovereignty
21. Federal form of Government
22. Theory of separation of powers
23. Organs of Government
24. Define Rights
25. Any two responsibilities of citizen
26. Meaning of Liberty
27. Political Liberty
28. Meaning of Equality
29. Economic Equality
30. Social Equality
31. Meaning of Justice
32. Legal Justice
33. Universal Citizenship
34. What is Nation?
35. Define Nationality
36. Is India a Nation?
37. Secularism

BOARD OF INTERMEDIATE EDUCATION:HYDERABAD

ETHICS AND HUMAN VALUES

for

INTERMEDIATE FIRST YEAR

ANNEXURE

1. Syllabus
2. Project Works:
 - i) Group Projects
 - ii) Individual Projects
3. Question Paper Pattern
4. Model Question Paper

Syllabus of Ethics and Human Values for Intermediate First Year

Unit – 1: Ethics and Human Values – Definition – Good Behaviour, Conduct and Character; Importance, Respects for Elders, Use and Relevance in Present-day Society.

Unit – 2: Indian Constitution and Values – Fundamental Rights and Duties -Freedom, Equality, Fraternity, Justice; Directive Principles of State Policy; Our National Emblem.

Unit – 3: Individual and Society – Desirable Basic Human Characters - Honesty, Truthfulness, Respect, Punctuality, Responsibility, Courtesy, Discipline, Kindness, courage, Character, Forgiveness, Friendship, Compassion, Consideration, Contentedness, Simplicity, Empathy, Avoiding Greed; Family responsibilities; Duties as a Member of the Society; Social Concerns – Evils of Dowry, Caste System, Racial Discrimination; Participation in NCC, NSS, Scouts & Guides, NGC.

Unit – 4: Life Skills – Goal-setting; Self-esteem and Self-Confidence; Problem Solving; Decision Making; Time Management; Stress Management; Positive Thinking; Assertiveness; Teamwork; Interpersonal Relationships; Coping with Life Stresses; Suicidal Tendencies; Peer Pressure; Substance Abuse and Addiction.

Unit – 5: Environmental Concerns – Respect for Natural Environment – Land, Trees, Air, Water, Animals; Unethical Practices – Depletion of Natural Resources (Soil Erosion, Pollution, Mining, Deforestation); Use of Plastics and Pesticides; EcoClubs.

Unit – 6: Religious and Cultural Values–Values embedded in Hinduism, Islam, Christianity, Buddhism, Jainism, Sikhism; Religious Tolerance; Importance of a Family, Guidance to youngsters, Morals of *Bharthruhari*, *Shukra*, *Vidura*; Gender Equality.

Unit – 7: Professional Ethics–Need and Importance – Goals – Dignity of Labour – Ethical Values in Different Professions – Management, Business, Teaching, Civil Services, Politics, Medicine, Policing, Judiciary.

Unit – 8: Health and Nutrition: Food Habits; Exercise; Communicable Diseases; Risk Behaviour - Substance Abuse – Drugs, Alcohol, Tobacco.

Unit – 9: Ethics in Media and Technology – Impact on Youth; Cyber Ethics and Etiquette; Mobile Phones, Social Networking; Correct and Judicious Use

Unit – 10: Ethics, Values and Thinking–Right Thinking, Right Understanding, Reflective Thinking, Rational / Critical Thinking, Creative Thinking.

PROJECT WORK IN ETHICS

The aim of project work is to sensitize students about some of the issues that are dealt with in the textbook through field trips, interviews and discussions, and to encourage them to reflect on these issues as responsible citizens of the nation.

The list of ideas given below serves merely as a guideline and is by no means either exhaustive or binding. It is left to the discretion of junior colleges to choose projects which are suitable for their students, depending on the location of the college, the background of the students etc. **The only prerequisite is that teachers should not dictate essays but encourage students to actually participate in a project, no matter how small or simple it is.**

GROUP PROJECTS (20 Marks)

Students could go on a local field trip and submit an account in about 5 pages. Students can be divided into groups of 5 and one written account can be submitted per group. Different groups can undertake different projects so that the logistics are manageable and there is also sharing of experiences/ ideas. Students are advised to prepare a list of questions before hand so that they are more focussed. Some suggestions:

1. A field trip/ visit to **any place in the town, village or district** (in which the college is located) that is **associated with a person of noble ideals**. The person need not be famous. He/She could be a philanthropist/ educationist/ social worker. For eg. students in Hyderabad can be taken to Bapu Ghat, Langar Hauz.
2. A visit to the **Gram Panchayat / Mandal Parishad Office / Zilla Parishad Office / Municipal Corporation or any local governing body**. (Talk to some of the officials and find out about various aspects related to the functioning of that institution - meet members of the public - reason for visit - e governance or paper files)
3. A visit to a **local government school** (strength of classes—mid-day meals—whether provided— - whether more girls or boys (if co-ed)—reasons for drop outs— talk with teachers, students)
4. A visit to a **place of worship** (when constructed— is there a deity—mode of worship— rituals—festivals- talk to priest). 2 persons or more, of different religions (they could be parents), can be invited to give a talk about beliefs, traditions. It would be interesting if people following less known religions such as Buddhism, Jainism and Sikhism are invited.
5. A visit to a **cyber café** (talk to owner and users— how often users visit— primary purpose – is it to check email, jobs, surfing— social networking—their opinion about need for government control—parental supervision)
6. A visit to a **gymnasium/vyayamshala** (how many members—purpose of joining— regularity— which exercises—types of machines— any women—talk to trainer and members)
7. A visit to a **government hospital or dispensary** (how old—facilities—strength of staff—talk to doctors/nurses/ patients— problems— suggestions)

8. A visit to an **old age home/ vrudhashram** (how many inmates—why are they staying there—where are their children—voluntary choice or forced—are they happy—facilities)
9. A visit to a **zoo/park** (preservation of environment—species of animals/plants—area—number of visitors per day— maintenance— talk to animal keepers/ gardeners)
10. A visit to a **Mee Seva Centre** (different services offered— structure of fees for services— talk to some members of public— why they have come— are they satisfied—time/transparency/charges)
11. A visit to a **Fair Price Shop/Ration Shop** (size of shop—hours of functioning—what items available— difference in price compared to open market— talk to customers— are they satisfied with service— easy availability or not— do they prefer this system or direct cash transfer)
12. A visit to the **Pension Office** (where located—categories of pensioners—National Social assistance programme—amount given on an average to different categories— talk to old age pensioners, widows, disabled people— any complaints—happy with service/ amount or not— do they prefer direct credit in accounts or coming physically—why)
13. A visit to a **Hotel** (how big—items served—hygiene— whether small children being employed— talk to owner / waiters / cleaners — pay — living conditions)
14. A visit to a **Raitu Bazaar/ Sabji Mnadi** (how big—variety of vegetables—cost—from where brought—profits—problems)
15. A visit to an **Industry** (what is being manufactured—number of workers—safety precautions—working conditions—pay protection)
16. A visit to the **Institute of Nutrition** (types of research being done—indigenous foods—genetically modified crops—information displayed—how useful for teenagers)
17. A visit to a **Food Processing Unit** (items being made—chemical additives and preservatives—shelf life of products—work place—hygiene measures)
18. **Invite elders of the locality** (including parents) to give talks about social evils like dowry, caste system, gender discrimination and also about the generation gap/ need to take care of elders/ duties as a member of society.
19. Set aside half a day for **cleaning the premises** of the college and **planting a few saplings**. The saplings should be taken care of and watered every day by the students themselves.

INDIVIDUAL PROJECT WORK (20 Marks)

Students are expected to complete a small project on their own. They can be assigned different projects for the sake of variety and creativity. They can either submit an essay in about 5 pages or draw a chart. The best charts can be kept on display. Some suggestions are given below:

1. Write an essay about your favourite TV serial/ movie in terms of the ethical values that are portrayed by various characters.
2. Have a talk with a person who is more than 60 years old. Ask him/her to describe how life was in their youth and the changes over the decades (food/life style/ mode of transport/ entertainment/ work culture/ family relationships). Write an essay.
3. Find out from books or the internet about 5 foods that are healthy and 5 that are not, in terms of nutritive value, and submit your findings in an essay/ a chart.

4. Interview a tailor/plumber/construction worker/sweeper/ shop assistant or a person in any other vocation. Find out how ethical practices can be observed by them/ their problems/ suggestions. Write an essay.
5. Draw a chart to show the advantages and disadvantages of the internet/mobile phones/ social networking.
6. Draw a chart to show the benefits of regular exercise.
7. Draw a chart to enumerate some prominent beliefs/practices in any religion.
8. Draw a chart to highlight the ethical norms that should be followed in a particular profession (teaching/ medicine/ law/ business etc or any other even if not given in the text).
9. Draw a chart about ways of preventing communicable diseases/ avoiding risk behaviour/ substance abuse.
10. Draw a chart highlighting the various aspects of any social evil like dowry/ untouchability/ gender discrimination/ religious intolerance.
11. Draw a chart pertaining to any aspect of life skills.
12. Draw a chart about the harmful effects of pesticides/ plastic.
13. Draw a chart pertaining to the need for conservation of the environment (eg protection of forests/ protection of animal species especially those in danger of extinction/protection of water bodies)
14. Draw a chart highlighting any aspect of the Indian Constitution (Fundamental Rights/Duties/ Directive Principles/ National Emblem.
15. Draw a chart highlighting the useful work being done by organizations like the NCC/NSS/NGC.

EXAMINATION PATTERN

General Instructions to Lecturers: The Examination in the subject of ETHICS comprises a total of 100 marks. The break-up of marks is as follows:

- | | |
|---|------------|
| 1. Theory Examination consisting of 4 essays of 15 marks each | : 60 marks |
| 2. Group Project | : 20 marks |
| 3. Individual Project | : 20 marks |

For the purpose of the written examination, in order to provide wide choice to the students, the 10 chapters are being placed under 4 sections. Two/Three questions will be given under each section. The student has to answer one question from each section.

Section A—— chapters 1,3,10

Section B—— chapters 2,4,9

Section C—— chapters 5,7

Section D—— chapters 6,8.

(The division of chapters has been done in a random manner and does not reflect the relative importance of any chapter/chapters)

MODEL QUESTION PAPER**Max marks: 60**

Answer **ANY FOUR** of the following in 150-250 words, choosing **ONE QUESTION** from Each Section. 4x15= 60

SECTION – A*(Chapters 1, 3, 10)*

1. Give an account of the nature, definition and scope of Ethics.
2. Write an essay about any three social evils that are prevalent today.
3. Differentiate between Critical Thinking and Creative Thinking.

SECTION – B*(Chapters 2, 4, 9)*

1. Write an essay about the Fundamental Rights and Fundamental Duties of Indian citizens.
2. What are some of the warning signs and causes of suicide? Discuss how positive thinking and developing assertiveness can help in preventing suicidal tendencies.
3. Describe how privacy and personal safety can be compromised unknowingly by users of the internet. What precautions should one take to avoid becoming a victim of cyber crime?

SECTION – C*(Chapters 5, 7)*

1. Describe some unethical practices which have led to the degradation of natural resources.
2. Write an essay on ethical practices that should be followed in general by people of all professions.

SECTION – D*(Chapters 6, 8)*

1. Discuss the need for religious tolerance. Enumerate some of the important concepts of any religion you admire.
2. Discuss the effects of substance abuse. How can substance abuse be prevented?
