

**BUSINESS STUDIES**

**H.S. First Year**

**2022**

**Notification from the Department of Management**

**The project work for H.S. First Year students may include topics like:**

Class Roll No.	Topic For Project
501-520	1) Field work/visit to Consumer Co-operative Societies/Handloom/handicraft units, wholesale market, Shopping malls/ local haat (bazaar-weekly, daily, regulated markets)
521-540	2) Visit to some service sector units like hotels/insurance/restaurants/travel agencies/tent houses and likewise.
541-560	3) E-marketing and its popularity.
561-580	4) Visit to village industries units like piggery, poultry, fishery, cane and bamboo, diary, especially promoted by SHG's.
581-600	5) Regional Rural Bank (RPB) visit, e-banking.
601-620	6) Social responsibility of Business discharged by leading organisation.
621-640	7) Study on leading entrepreneur of your city/town/locality.
641-660	8) Visit to micro, small and medium industry.
661-679	9) Food processing industry.
If anyone find their topic tough, they may try the last topic	10) Study on various government schemes that support MSME's of your area.

**Supervisor/Guide**

Supervisor/Guide Name	Designation	Roll No.
Dr. Ganga Dhar Das	Associate Professor	501 to 560
Dr. Kripanjali Pradhani	Assistant Professor	561 to 619
Ms. Vaneela Rani Das	Assistant Professor	620 to 679

**Submission date- 10<sup>th</sup> December, 2022**

### **Format for Project Work of the subject Business Studies (H.S. First Year)**

Cover Page:-

1. Title of the Project.
2. Information of the student (Name, Roll No, Registration No, Year)
3. Name of the Supervisor/Guide.
4. Name of the Institution.
5. Year.

Second Page: - Acknowledgement.

Third Page: - Declaration by the students.

Fourth Page: - Certificate from Supervisor/Guide. Certificate from Head of the Institution/Department.

Fifth Page :- Contents/Index. Main text of the project References /Bibliography.

### **A Common Guidelines of preparation and submission of Project works for the subject Business Studies (Both H.S. First and Second Year)**

1. Students may be given project work individually or in a group depending on the total number of students enrolled by the institution.
2. Field visit by the students should be at least for three (3) days.
3. External/Internal Examiner shall be appointed by the HOD of the concerned department in consultation with the Head of the Institute.
4. The report must be precise, simple and authentic information collected through field survey.
5. The report should include place, time and date of visit specifically.
6. The project should be completed at least one month prior to final examination.
7. Project must be in own handwriting in A4 size paper (in single side)
8. The concerned teacher must provide guidance to the students in selection of project and its preparation.
9. The project report must be preserved properly by the institutions and AHSEC authority may at any time ask the institutions to submit the report to AHSEC office, if necessary.
10. Certificate from Guide (Format attached).
11. Certificate from Head of the Institution (Format attached).
12. Declaration by the student (Format attached).
13. No printed paper will be accepted. Everything should be handwritten.

**Certificate from Guide**

This is to certify that Sri/Ms \_\_\_\_\_ Class \_\_\_\_\_ Roll No. \_\_\_\_\_  
Registration No. \_\_\_\_\_ Year \_\_\_\_\_ School/College \_\_\_\_\_  
has completed his /her project work under my supervision as per the guidelines of Assam Higher  
Secondary Education Council, Bamunimaidam, Guwahati, Assam This is also certified that this project  
work is carried out by the candidate himself/herself and is original. Date: ----- Signature of  
Guide: ----- Place: ----- Full Name of Guide: -----

**Certificate from Head of the Institution**

This is to certify that Sri/Ms \_\_\_\_\_ Class \_\_\_\_\_ Roll No. \_\_\_\_\_  
Registration No. \_\_\_\_\_ Year \_\_\_\_\_ School/College \_\_\_\_\_  
\_\_\_\_\_ has completed his/her project work under the guideship of  
Mr/Ms/Dr. \_\_\_\_\_ Deptt. \_\_\_\_\_  
School/College \_\_\_\_\_ as per the guidelines of Assam Higher Secondary Education  
Council, Bamunimaidam, Guwahati, Assam This is also certified that this project work is carried out by  
the candidate himself/herself and is original. Signature Date: ----- (Head of the institution): ---  
----- Full Name Place: ----- (Head of the institution): ----- Declaration by  
the student I do hereby declare that this project work is done by me and is original in nature. Date: -----  
----- Signature of student: ----- Place: ----- Name of the students: -----  
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HOD  
Dept. of Management  
B. H. College, Howly