

**SARDAR PATEL UNIVERSITY**  
**Programme & Subject: Bachelor of Education (Advanced)**  
**Semester: II**  
**Syllabus with Effect from: June-2010**

<b>Paper Code: UE02CBEA11</b>	<b>Total Credit: 3</b>
<b>Title Of Paper: Methodology of Teaching Commerce</b>	

Unit	Description in Detail	Weightage (%)
I	<b>Text book, Teacher, Action research and material production</b> Text books- concepts, importance, characteristics and evaluation Teacher of commerce - Role, qualification, characteristics, training and qualities Action Research Material productions - Review and use of supplementary materials - print and e- resources, Creating and using newsletters	30%
II	<b>Evaluation and aids in commerce</b> Evaluation- concept, process and tools and technique of evaluation Diagnostic test and remedial work in commerce Teaching aids- preparation and showcasing, importance and Use of audio-visual and digital aids, newspaper and magazine, bulletin boards, tape recorder, OHP, chart, table, graphs, T.V., CD's Commerce club- needs and activities Creating Class room Resource Center Open Book Examination test	30%
III	<b>Commerce: Content</b> As per prescribed syllabus of Central Board of Secondary Education and Gujarat State Education Board of standard XII	40%

**Basic Text & Reference Books:-**

- Aggarwal, J.C.(2004). Teaching of Commerce: A Practical Approach. New Delhi: Vikas Pub. House
- Natraj, S.(2006). Learning to Teach. V.V.Nagar: CVM
- Tiwari, S.A.(2005). Commerce Education in the global Era. Delhi: Adhyayan Publishers
- Tomar, S.(2005). Teaching of Commerce. Agra: Vinod Pustak Mandir
- Venkates et. Al. (2004). Methods of Teaching Commerce. New Delhi: Discovery Pub. House

