

**BUSINESS STUDIES****H.S. 1<sup>st</sup> Year 2025****Dated: 19/11/2025****Notification from the Department of Management****The project work for H.S. First Year students include the following topics :**

| <b>Class Roll No. (Range)</b> | <b>Group</b> | <b>Topic for Project</b>                                                                                                                                                                                                                                                                                                           |
|-------------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 501-545                       | (A)          | 1. Field work/visit to Consumer Co-operative Societies/handloom/handicraft units, wholesale market, Shopping malls/local haat (bazaar-weekly,daily, regulated markets).<br>2. Visit to some service sector units like Hotels/ Insurance/Restaurants/Travel Agencies/Tent houses and likewise.<br>3. E-Marketing and its popularity |
| 545-589                       | (B)          | 4. Visit to village industries units like piggery, poultry, fishery, cane and bamboo, dairy, especially promoted by SHGs.<br>5. E-Banking<br>6. Social responsibility of Business discharged by leading organizations.                                                                                                             |
| 590-634                       | (C)          | 7. Study on learning entrepreneurs of your city/town/locality<br>8. Visit to Micro, small and medium industry.                                                                                                                                                                                                                     |
| 635 and above                 | (D)          | 9. Food processing industry.<br>10. Study on various Government schemes that support MSMEs of your area.                                                                                                                                                                                                                           |

**SUBMISSION DATE- To be submitted on the day of Viva-Voce****Supervisor/Guide Name**

| <b>Supervisor/Guide Name</b> | <b>Designation</b>  | <b>Roll No.</b> |
|------------------------------|---------------------|-----------------|
| Vaneela Rani Das             | Assistant Professor | Group A         |
| Mrinmay Bujar Baruah         | Assistant Professor | Group B         |
| Biju Acharjee                | Assistant Professor | Group C         |
| Ekta Agarwal                 | Assistant Professor | Group D         |

**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.

***NB: No printed pages, no stick file, no spiral binding, only hand written.***

**Common Guidelines for preparation and submission of Project works for the subject Business Studies:**

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 atleast 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 fields survey.
5. The report should include place,time and date of visit specifically.
6. The project should be completed atleast one month prior to final examination.
7. Project must be in own handwriting in A4size 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 anytime 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 State School Education Board, 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 \_\_\_\_\_ of the  
Deptt of Managemen as per the guidelines of Assam State School Education Board ,  
Bamunimaidam, Guwahati, Assam This is also certified that this project work is carried out by the  
candidate himself/herself and is original.

Date:

Place:

Full Name & Signature(Head of the Institution)

HOD, Deptt of Management  
B.H. College, Howly

Principal  
B.H. College, Howly