



Department of Education, Sabaragamuwa/weekly school

week- November 2

Subject-Business Studies

Grade-13

Prepared by -
Zonal Education Office, Rathnapura.

Competency 12.0 – Points out the necessity and importance of management in the achievement of the goals and objectives of individuals and organizations.

Competency Level 12.7 – Confirms the necessity of organizing for a successful management.

1. Define Organizing.
2. List the steps of organizing.
3. Explain in brief, each step of organizing.
4. Explain each step of organizing taking an existing institution as an example.
5. Point out the importance of organizing towards the success of an institution.