

**MINISTRY OF EDUCATION AND VOCATIONAL TRAINING
SCHEME OF WORK**

Name of teacher: _____

Year: **2014**

Class/Stream: **FORM THREE**

Name of School: _____

TERM: **1 to 4**

Subject: **CIVICS**

COMPETE NCE	GENERAL OBJECTIVES	M O N T H	W E E K	MAIN TOPIC	SUB- TOPIC	P E R I O D S	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REM ARKS
Demonstrate good leadership , team work -Self work -Confidence	Understand the importance of good leadership, team work , positive relationship, self worth, confidence qualities.	J A N U A R Y	2	PROMITION OF LIFE SKILLS	- Good leadership	25	Guide the students to discuss on the meaning of good leadership. -Then, guiding students to understand about types of leadership. -To understand about qualities of good leadership.	Engaging in the discussion on and explain about the meaning of good leadership. -Describing about the types of leadership. -Through brainstorm, students have to give out qualities of good leadership.	Written sources on the meaning of the leadership & team work positive relationship. -//-	Civics for Secondary School book THREE by Bukagile R. Godfrey	Are the students able to define life skills and the questions of leadership. -Through questions, seminar and presentations by the students to check on them whether have understood or not.	
			3		-Team Work		-Guiding the students to understand on team work meaning and its importance	Through their formed group, students shall engage in discussion about the importance and reason for a leader to from team work.	-//-			

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			4		-Positive relationship.		-Guiding students on the meaning and importance of positive relationship in their life.	Participating in discussion on the importance of the positive relationship.	-//-			
COMPETENCE	GENERAL OBJECTIVES	MONTH	WEEK	MAIN TOPIC	SUB-TOPIC	PERIODS	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFERENCES	ASSESSMENT	REMARKS
		FEBRUARY	1		-Self worth	45	Guiding the students to discuss on assumption of self worth. Students should be taught on the self worth for the leaders.	Students should be participating by giving their views on self worth.	Written texts on the notion of self worth and confidence of a leader.		Are students able to explain the meaning & development. Through questions, presentations to the students to check whether they have understood.	
			2		-Self confidence		Guiding the students to understand the meaning and importance of self worth & confidence to the leader in our society.	Students will be participating by providing their views on the meaning of self worth and confidences of leaders.	-//-			
Ability to access and analyse information on social & economic development and draw			3	ECONOMIC AND SOCIAL DEVELOPMENT	(a) Concept of Economic development.		To lead the students to understand on the concept of economic development. To lead students to identify types and level of development.	Students had to present their knowledge on the concepts of economic development. Students should be listening to the teacher & give out views.	Written text on economic development. -//-	-//-		

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conclusions							To lead the students to understand on the meaning of economic development.	Students had to brainstorm on the meaning of economic development.	-//-			
COMPETENCE	GENERAL OBJECTIVES	MONTH	WEEK	MAIN TOPIC	SUB-TOPIC	PERIODS	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REMARKS
		FEBRUARY	4		(b) Indicator of economic development. (c) Factors for economic development.		Leading the students to identify indicators of economic development. To lead students on the indicators of economic development in relation to Tanzania. -To lead the student to identify factors for economic development	Students should be learning from the teacher & give out opinions. Students have to listen to the teacher and discuss about indicators of economic development & relating it in Tanzania situation. Students through their groups have to share views on factors for economic development.	Written text and pictures showing indicators of economic development. Written texts, pictures, and dada on Indicators of economic development. Written texts, pictures, newspaper on factors for economic development.	Civics for Secondary Schools . Book THREE . By Bukagile R. Godfrey .	-To check whether they have understood the following indicators of economic development, factors for economic development and roles of financial institution economic development, role of government in economic development. -Through asking oral questions, home works, presentations & tests to check whether they have understood.	

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		MARCH	1		(d) The role of financial institutions in economic development.		To lead the students to analyse several financial institutions in the economic development. To lead students to know conditions of procedures for getting services from each financial institutions by inviting knowledgeable person to talk on the matter. To assess the straight and weakness of each financial institutions and letting the students to choose the best one.	Students had to brainstorm to mention various financial institutions in Tanzania. Eg. Banks, SACCOS, Social Service/Security funds, loan giving institutions. Students should be listening to the guest who presents about conditions for getting services from financial institutions. In their groups students have to contribute the views on which financial institute is the best.	Written texts on the role of the financial sector in economic development. -/- -/-	-/-	-/-	

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			2 3 4	MID – TERM TEST/BREAK								
COMPETE NCE	GENERAL OBJECTIVES	M O N T H	W E E K	MAIN TOPIC	SUB- TOPIC	P E R I O D S	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REM ARKS
					(e) The role of government in economic development.		To lead the students on role of government in economic development To assess to the students on effectiveness of government economic development.	Students had to listen to the teacher & contribute their views. Students have to contribute their views.		Civics for Secondary School, Book THREE, Bukagile R. Godfrey .	To check whether they have understand the roles of private sector in economic development, social services & social development role of the government in provision of social services.	
		A P R I L	1		(f) The role of the private sector in economic development.		To lead the students to verify components of the private sector. To lead students to on the importance of the formal sector in economic development. To lead students on the importance of informal sector in economic development. To lead the students on the analysis of the problems facing informal sector.	Through their groups students have to respond by giving up their views. Students have to respond by evaluating the importance of the formal sector in economic development. Students should be giving their views on informal sector.	Written texts newspapers, leaflets, brochures, pamphlets on informal sector. -/- Written texts newspapers, cutsings, government documents on		This can be checked through questions directly to the students, home works, tests, group presentations.	

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			2				To lead the students on improving the informal sector.	Students had to give out their views on improving government sector.	the informal sector.			
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		A P R I L	3		(g) Social development and social services		To lead the students to understand on the meaning of social development and social services. To analyse different social services provided in Tanzania.	Students had to give out their views on the social services. Students had to list and give out their views.	Guided questions for research on social services provided in Tanzania.	-//-	-//-	
			4		(h) The role of the government in the provision of social services.		To lead the students in the understanding of the government role in the provision of social services. To lead the students on the appraisal of the government provision of social services.	Students had to discuss in their groups about the role of the government in the provision of social services. Students should have to comment on the government	Resource eg. – written text Written texts review papers and government document	-//-	-//-	

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								provision of social services.	on the role of the government social services.			
COMPETE NCE	GENERAL OBJECTIVES	M O N T H	W E E K	MAIN TOPIC	SUB- TOPIC	P E R I O D S	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REM ARKS
		M A Y	1		(i) The role of the private sector in the provisio n of social services		To lead the students, to explain about role of private sector in the provision of social services such as NGO’s (Private Organization) To lead the students by Appraising the role of the Private sector in the provision of financial services.	Students should be discussing in their groups about the role of private sector in the provision of social services. Students should be giving out their views of the Private provision of social services.	Written texts on social services. -//-	- Civics for Second ary Schools , Book THREE. Bukagil e, R. Godfrey .	- To check whether they have understood the role of the private sector in the provision of social services, success & challenges facing this assumption.	
			2		(j) Success and challeng es facing the provisio n of social		Leading those students to understand the success & challenges of provision of social services. -Leading that students on the challenges facing the provision of social services in Tanzania. Leading that students on the solution for challenges	Through their formed groups, students will be giving out their views on success & challenges of social services. Students will be giving out their vies on the challenges facing			- Through tests, oral questions.	

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			3		services		facing provision of social services.	provision of social services in Tanzania. Giving out a forum for challenges in provision of social services.				
		J U N E	1 - 4	TERMINAL EXAM & LONG VACATION								
COMPETE NCE	GENERAL OBJECTIVES	M O N T H	W E E K	MAIN TOPIC	SUB- TOPIC	P E R I O D S	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REM ARKS
Knowledg e on the magnitud e of problems of poverty in Tanzania and work diligently in effort to alleviate the problem of poverty.	To show the understandin g of the problem of poverty in Tanzania and work diligently towards its alleviation at personal level.	J U L Y	3		(a) Indicat e of poverty	2 1	-To lead the students on the definition of poverty. -Point out the different level of types of poverty. -To lead students on the identity indicators of poverty. Leading the students on the relating different indicators on poverty in Tanzania situation.	Students will be discuss in their groups on definition of poverty. -Through their groups they will be presenting on the level & types of poverty. Students had to respond. Students have to respond by giving out the real examples.	Written texts on poverty in Tanzania. -//- -//- Surrounding environment .	-//-	-//-	

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		A U G U S T	1 & 2		(b) Causes and effects of poverty		To lead the students on the causes of poverty in Tanzania.	Students have to identify causes and effects of poverty.	Written texts on poverty in Tanzania.			
COMPETE NCE	GENERAL OBJECTIVES	M O N T H	W E E K	MAIN TOPIC	SUB- TOPIC	P E R I O D S	TEACHING ACTIVITIES	LEARNING ACTIVITIES	T/L MATERIAS	REFE RENC ES	ASSESSMENT	REM ARKS
		A U G U S T			(c) Strategi es for poverty alleviat ion in Tanzani a.		To lead students on the strategies for poverty alleviation in Tanzania. To lead the students on the assessment of effectiveness of the strategies for poverty alienations.	Students have to respond by pointing out strategies for poverty alienation in Tanzania. Students will have to assess on the effectiveness of the strategies of poverty alienations.	-/- -/-	- Civics for Second ary School s, Book THREE. Bukagil e, R. Godfre y.	- To check whether they have understood the causes effects of poverty & strategies used to overcome poverty. - Through oral tests questions. Homework etc.	

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			3 & 4	END OF SYLABUS & REVISIONS.								