

CONTENT AND SCOPE FOR MANAGEMENT IN LIVING

CONTENT AREA DEVELOPMENT

The broad areas for management in Living are categorized into 4 major fields of discipline namely:

- Management principles and resource management
- Family Life Education
- Housing and Housing Management
- Financial Management and Consumer Education

S/N	CONTENT AREA	COMPETENCIES - DOMAIN	DESCRIPTIVE STATEMENT - SUB DOMAIN
1	Management principles and resource management	Demonstrate knowledge and understanding of the concept of management.	<ul style="list-style-type: none"> • Identify the scope of management - Definition, characteristics of management situations. • Describe the motivators of management (Needs/Wants, Values, Goals, Standards, Events). • Relate the various motivators of management to everyday living.
		Demonstrate understanding of the Decision making process.	<ul style="list-style-type: none"> • Differentiate between basic concepts in decision making – Choice, Decision and Decision making. • State and explain the Steps in Decision Making.
		Demonstrate knowledge and understanding of the Management process.	<ul style="list-style-type: none"> • Describe the management process – Planning, Implementation and Evaluation • Apply the management process in daily living/ activities

		Demonstrate knowledge of resources and resource management.	<ul style="list-style-type: none"> • Explain the concept of resources; • Classify the types of resources; • Outline the characteristics of resources; • Apply management principles in the use of time and energy as a resource.
2	Family Life Education	Demonstrate knowledge and understanding of Adolescent reproductive health.	<ul style="list-style-type: none"> • Differentiate between the concept of Adolescence and Adolescent; • Examine the consequences of the reproductive growth in adolescent; • Identify good hygienic practices for adolescent.
		Demonstrate knowledge and understanding of Family	<ul style="list-style-type: none"> • Explain the concept of family and describe the types of family. • State the functions of the family. • Describe the stages of the Family Life Cycle. • Identify the roles of family members – father, mother, children.
		Demonstrate knowledge and understanding of Marriage	<ul style="list-style-type: none"> • Explanation of the concept of marriage; • Identify the purpose and benefit of marriage; • Examine the factors to consider when choosing a partner for marriage; • List the types of marriage recognized in Ghana.
		Demonstrate understanding of family crisis and family conflict	<ul style="list-style-type: none"> • Explain the scope of conflict within the family; • Analyse the effects of crisis in the family; • Outline the ways of managing family crisis; • Explain the causes of family conflict; • Describe the conflict resolution process.

3	Housing and Management	Housing	Demonstrate knowledge and understanding of Housing.	<ul style="list-style-type: none"> • Explain the concept - Housing • Describe the types of house designs/forms; • Explain the regulations governing housing designs.
			Demonstrate knowledge on ways/modes of Acquiring a House	<ul style="list-style-type: none"> • Describe ways/mode of acquiring a house; • Discuss factors that influence choice of a house;
			Demonstrate knowledge and understanding of the housing environment – <ul style="list-style-type: none"> ▪ Utilities ▪ Ventilation ▪ Home furnishing ▪ Home Improvement ▪ Maintenance of surfaces in the home ▪ Sanitation in the housing environment 	<ul style="list-style-type: none"> • Analyse various utilities in the home - sources, classification and uses of utilities, advantages and disadvantages of the use of utilities in the home; • Show efficient ways of using utilities in the home; • Describe the need for adequate ventilation in the home; • Analyse the consequences of poor ventilation in the home. • Describe the need to furnish a home and types of furnishing in the home. • Explain the purpose of Home Improvement and describe the ways of achieving it. • Identify surfaces in the home and how to care for, and maintain them – material, cleaning agents and materials to use. • Explain factors that contribute to poor sanitation and its prevention and control. • Identify the common household accidents, causes and prevention in the home; • Explain the concept of First aid; • Administer first aid to an injured person in the home.

4	Financial Management and Consumer Education	Demonstrate knowledge and understanding of Financial management: <ul style="list-style-type: none"> ▪ Income ▪ Budgeting ▪ Financial security ▪ Credit. 	<ul style="list-style-type: none"> • Classify individual and family income; • Plan the use of family income – Budgeting; • Identify the various measures of achieving financial security (savings, investment, insurance, retirement plan – social security, pensions, etc); • Explain the concept of Credit; • Analyse the advantages and disadvantages of using credit; • Determine ways of using credit wisely.
		Demonstrate knowledge and understanding of Consumer Education.	<ul style="list-style-type: none"> • Explanation of concepts consumer, consumption, consumerism, consumer education; • Examine rights and responsibilities of a consumer. • Identify consumer protection agencies and their roles e.g. Food and Drug Authority, Ghana Standards Authority. <ul style="list-style-type: none"> • Explanation of Advertisement, purpose, and forms of advertising. • Identify the media for advertising; • Analyse the advantages and disadvantages of advertisement.

MANAGEMENT IN LIVING
TABLE OF SPECIFICATION

S/N	CONTENT AREA	COURSE OBJECTIVES /OUTCOMES (DEPTH OF KNOWLEDGE)				
		LEVEL 1 RECALL	LEVEL 2 SKILL/ CONCEPT	LEVEL 3 STRATEGIC THINKING	LEVEL 4 EXTENDED THINKING	TOTAL
1.	Concept of management	1	1	2	1	5
2.	Decision making process	1	0	2	3	6
3.	The Management Process	1	2	2	2	7
4.	Resource and Resource Management	1	2	3	2	8
5.	Adolescent Reproductive Health	1	0	2	3	6
6.	Family	1	2	2	3	8
7.	Marriage	1	3	2	2	8
8.	Family crisis and Family conflict	1	3	2	2	8
9.	Concept of Housing	2	1	3	2	8
10.	Ways of Acquiring a House	1	3	2	1	7
11.	Housing environment	0	4	3	4	11

12.	Financial management	2	3	2	3	10
13.	Consumer Education	2	1	3	2	8
	TOTAL	15%	25%	30%	30%	100%