

HOME MANAGEMENT

AIMS AND OBJECTIVES

Objectives for testing candidates in Home Management at the senior high school level include to assess their knowledge, understanding, appreciation and application of.

- (a) management concepts; goals, values, standards and needs;
- (b) decision – making processes;
- (c) human and material resources available for managing a home;
- (d) basic skills needed in caring for the home and society;
- (e) consumer skills;
- (f) sound health practices;
- (g) self-reliant skills for effective living .

SCHEME OF EXAMINATION

There will be three papers, Papers 1, 2, and 3. Papers 1 and 2 will be combined in a 2 - hour composite paper.

- Paper 1: This will comprise 50 multiple choice questions to be answered in 1 hour for 50 marks.
- Paper 2: This will comprise six (6) short structured essay questions out of which candidates will answer five (5) questions, within 1 hour for 50 marks.
- Paper 3: This will be a practical test of 3 hours which will be conducted by a visiting examiner that will be arranged by WAEC. This paper will carry 100 marks
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DETAILED DRAFT SYLLABUS

TOPIC	CONTENT
<p>1. PRINCIPLE OF MANAGEMENT</p> <p>1.1 Definition of Home Management</p> <p>1.2 Careers in Home Management</p> <p>1.3 The Management Process</p> <p>1.3.2 Application of process to Specific tasks</p> <p>1.4 Motivations for Home Management</p> <p>1.5 Family Resources</p> <p>1.6 Decision – making</p> <p>1.7 Management of time and Energy</p>	<p>(a) Planning (b) Organization (c) Implementation (d) Evaluation</p> <p>(a) Personal characteristics (b) Values (c) Goals (d) Standards (e) Needs (f) Events (g) Events</p> <p>(a) Definition (b) Characteristics (c) Kinds – Human (time energy skill, work simplification as it applies to the home)</p> <p style="padding-left: 40px;">- Non-human/material - community</p> <p>(a) Definition (b) Process</p>
<p>2. <u>FAMILY LIVING</u></p> <p>2.1 The family</p>	<p>(a) Definition (b) Types – nuclear, Monogamous, Polygamous</p> <ul style="list-style-type: none"> - Extended - Advantages and disadvantages of each type family. <p>(c) Family life cycle – beginning, Expanding, contracting and</p>

<p>2.2 Courtship and marriage</p>	<p>Empty –nest.</p> <ul style="list-style-type: none"> (d) Functions of the family (e) Roles and responsibilities of family Members (e.g. mother, father, Children, working mothers, single Parent etc. (f) Family relationship (e.g. husband and wife, parent/child, sibling/sibling, nuclear and extended families. <ul style="list-style-type: none"> (i) Factors affecting family Relationship, e.g. communication, Family values. (ii) The effect of these relations on Well being (iii) conflict and conflict resolution (a) Types of marriage (b) Boy/Girl relationship – definition <ul style="list-style-type: none"> - traditional/custom - guidelines for healthy boy/girl relationship
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TOPIC	CONTENT
	<ul style="list-style-type: none"> - problems of unhealthy boy/girl relationship - Consequences of Indiscriminate sexual Indulgence - sex education <p>(c) Choosing a life partner</p> <ul style="list-style-type: none"> (i) factors to consider when choosing a partner e.g. blood group, geno-type, HIV status. (ii) dating, courtship, engagement
2.3 PARENTHOOD	<p>(d) Preparation for marriage,</p> <ul style="list-style-type: none"> (i) Readiness – where to live, Maturity, finances (ii) Introduction to each other's Family <p>(e) Marriage Ceremony – Marriage Ceremony in different locality.</p> <p>(a) Preparation for parenthood</p> <ul style="list-style-type: none"> (i) Planning a family (ii) Reproduction (iii) Pregnancy (iv) Ante-natal care <p>(b) Child birth</p> <ul style="list-style-type: none"> (i) labour (ii) delivery (iii) post-natal care - Immunization <p>(C) Parenting</p> <ul style="list-style-type: none"> (i) meaning (ii) importance (iii) responsibilities <ul style="list-style-type: none"> - provision of needs - bathing

TOPIC	CONTENT
<p>3. Feeding the family</p> <p>3.1 Classes of food and food nutrients.</p> <p>3.2 Scientific study of good nutrients</p> <p>3.3 Effect of heat on nutrients</p> <p>3.4 Special nutrition needs of infants, toddlers, adolescents, adults, pregnant women, lactating women the aged, convalescents invalids and vegetarians.</p> <p>3.5 Foods storage and preservation.</p> <p>3.6 Planning of balanced meals for different groups of people.</p> <p>3.7 Kitchen plan, hygiene and safely.</p> <p>3.8 Food purchasing</p> <p>3.9 Preparation and serving of means, Snacks and beverages.</p> <p>3.10 Entertainment</p>	<p>(i) cooking terms and methods (ii) flour and flour mixtures (iii) cooking equipment, utensils and Tables wares (iv) table setting and service</p>
<p>4. <u>CLOTHING THE FAMILY</u></p> <p>4.1 Clothing</p> <p>4.2 Household linen</p> <p>4.3 Textiles</p> <p>4.4 Fabric construction</p> <p>4.5 Planning a wardrobe</p> <p>4.6 Maintenance of clothing</p> <p>4.7 Sewing equipment and tools</p> <p>4.8 Sewing processes</p> <p>4.9 Storage of clothing</p>	<p>Meaning, types, functions Origin of fibres Classification of fibres/fabrics Weaving, knitting, crocheting etc.</p> <p>(i) Simple garment repairs (ii) Laundry agents – water, Detergents, fabric rinses, Stiffening agents, bleaches (iii) Laundry equipment and tools (iv) Laundry work – management of the family wash Laundry Stains and stain removal Care of special garments</p>

TOPIC	CONTENT
<p>5.4 Home Improvement/interior Decoration</p>	<p>(a) meaning and importance (b) element and principles of art and design and their application</p> <p>(i) colours (ii) Textures (iii) Lines (iv) Proportion (v) Rythme etc.</p> <p>(c) Guidelines for interior decoration (d) Flower arrangements.</p>
<p>5.5 Utilities in the home</p>	<p>(a) Water - Sources, uses Purification, storage (b) Light - electricity – meter reading, Electric bill (c) Fuels - uses, storage, control, advantages, disadvantages.</p> <p>(i) cooking gas (ii) kerosene (iii) fire wood (iv) charcoal (v) electricity</p>
<p>5.6 Simple home maintenance and Repairs.</p>	<p>(a) cleaning agents and materials - identification, preparation and use of local and commercial cleaning agents.</p> <p>(i) water (ii) soaps (iii) abrasives (iv) polishes (b) cleaning equipment and tools (c) care of surfaces - wood</p>

<p>5.7 Safety measures in the home</p> <p>6. Wealth Creation and Management</p> <p>6.1 Creativity and Entrepreneurship</p>	<ul style="list-style-type: none"> - tile - formica - concrete - plastic etc. <p>(d) Care of floors/floor coverings/ Finishing</p> <ul style="list-style-type: none"> - Carpets - Linoleums - Mats - Rugs - terrazzo - parquet etc <p>(e) Care of home furnishing and ornaments</p> <ul style="list-style-type: none"> - ceramics - metals - collage etc. <p>(f) Cleaning of different functional areas in the home</p> <p>(g) Bed making</p> <p>(a) importance</p> <p>(b) common accidents</p> <p>(c) prevention</p> <p>(d) use of first aid</p> <p>(a) Definition</p> <p>(b) Importance of sanitation</p> <p>(c) Waste disposal</p> <ul style="list-style-type: none"> - House hold waste - Drainage system - Disposal methods - pollution and health hazards. <p>(d) Household pests</p> <ul style="list-style-type: none"> (i) Types (ii) Control <p>(a) Meaning</p> <p>(b) Importance</p> <p>(c) Relationship between creativity and entrepreneurship</p>
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	<ul style="list-style-type: none"> (d) Entrepreneurial skills <ul style="list-style-type: none"> (i) Creativity (ii) Management (iii) Communication (e) Entrepreneurial Activities/Enterprises <ul style="list-style-type: none"> (i) Fashion designing (ii) Hair dressing (iii) Fast Foods (iv) Bead making etc.
6.2 Money Management	<ul style="list-style-type: none"> (a) Meaning (b) Guidelines (c) processes (d) Family budget – income Expenditure, steps in budgeting
6.3. Wealth Creation	<ul style="list-style-type: none"> (a) Meaning (b) Types (c) Advantages (d) Ways of creating wealth e.g. Saving, investment, trading etc.
6.4 Capital Market Investment	<ul style="list-style-type: none"> (a) Meaning (b) Advantages (c) Guidelines (c) Investment opportunities e.g. Stocks, shares, treasury bill.
7. <u>Consumer Education</u>	
7.1 Definition and Importance Consumer education	<ul style="list-style-type: none"> (a) sources (b) Uses
7.2 Rights and responsibilities of a Consumer	
7.3 Consumer Information	
7.4 Consumer Legislation and Agencies	<ul style="list-style-type: none"> (a) Types (b) Functions (c) Regulations of agencies
7.5 Principles of consumer Education	<ul style="list-style-type: none"> (a) Types (b) Functions
7.6 Consumer Agents	

<p>7.7 Environmental Friendly Consumption practice</p> <p>7.8 Purchasing practices</p>	<p>(a) (i) Market and market survey (ii) Meaning (iii) Types (iv) Uses/importance (v) Procedures for market survey</p> <p>(b) Wise purchasing practices</p> <p>(c) Prevention of wastage in the home.</p>
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READING TEXTS

1. Home Management by R.O. Johnson, A. Akingbehin and J. Mifie publishers: Longman
2. Home Management for secondary Schools Enid O'Reilly Wright & Lillian Adesimi – Davies Publishers – Evans Brothers Ltd.
3. Home Management for Secondary Schools 1-3 by Mary Edna Aufani Joe, Oby Eyisi et al. Publishers- University Press Plc.
4. Home Management for Secondary Schools 1005 OQ & A Series by Elizabeth Anyakoha publisher-Fep Publisher Ltd.