

FAMILY AND RESOURCE MANAGEMENT

CSEC Grade 10 -11 COURSE OUTLINE

Topic: Principles of Management

- Management
- Management Principles and Processes
- Values, Goals and attitudes
- Decision Making
- Resolving Conflicts
- Developing trends in Management and its impact on the family

Topic: The Family

- Concept of Family
- Major Family Forms in the Caribbean
- Roles and Functions of the Family
- The Family Life Cycle
- Relationship between the Family and the Community
- Needs of Special Groups within the Family
- Caring for the Sick

Topic: Managing Family Resources

- Nature and use of Resources
- Time and Time Management
- Work Simplification
- The Nature of Money
- Budgeting

Topic: Consumerism

- Consumerism
- Rights and Responsibilities of a Consumer
- Consumer Behaviour
- Consumer Purchasing Behaviour
- Consumer Wants and Needs
- Consumer Credit
- Methods of Payment
- Guidelines for Purchasing Commonly used Consumer Goods and Services

Topic: Work, Careers, Employment Opportunities and Leisure

- Work
- Family Related Careers
- Preparing a Career Plan
- Leisure
- Strategies for Executing a Simple Leisure Activity using Management Principles

Topic: Management of Special Events

- Types of Special Events
- Planning Special Events
- Proposals for Implementing a Special Event
- Roles and Responsibilities of the Management Team and Guests
- Invitations and Replies
- Managing a Special Event
- Social Graces

Topic: Housing and the Environment

- Housing
- Acquiring a House
- Factors Affecting Buying, Building or Renting a House
- Housing Factors for Individual Physical, Emotional and Aesthetic Well-being
- Building and Environment Standards
- Environmental Hazards Management in the Home
- Choosing, Purchasing and Arranging Furniture, Soft Furnishing and Decorations for the House
- Money Saving Practices in the Home
- Housekeeping Functions
- Preparing and Serving Basic Sandwiches, Desserts and Beverages

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CSEC Grade 11 Syllabus Outline

TERM ONE

S.B.A #2

Principles of Management

- Resolving conflicts

Consumerism

- Consumer Credit
- Methods of payment
- Preparing guidelines for purchasing commonly used consumer goods and services

Management of Special Events

- Planning special events
- Proposals for implementing a special event
- Roles and responsibilities of the management team and guests

TERM TWO

S.B.A #3

Work, Careers, Employment Opportunities and Leisure

- Family-related careers
- Family related-employment opportunities
- Preparing a career plan

Housing and the Environment

- Types of houses
- Acquiring a house
- Environmental Hazards Management in the Home
- Preparing and serving basic sandwiches, desserts and beverages