**PRESIDENT’S OFFICE, REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT**

**SCHEME OF WORK**

**Name of teacher: Name of School:**

**Year: 2024 Term: 1 & 2**

**Class/Stream: FORM TWO Subject: CIVICS**

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| **MAIN COMPETENCE** | **SPECIFIC COMPETENCE** | **TEACHING ACTIVITIES** | **MONTH** | **WEEK** | **PERIODS** | **REFERENCES** | **TEACHING/LEARNING TOOLS** | **ASSESSMENT TOOLS** | **REMARKS** |
| **PROMOTION OF LIFE SKILLS** | 1. Social problem solving techniques   (b) Effective problems solving | Prepare students to brainstorm on the meaning of problem solving techniques, discuss and explain the importance of using problem solving techniques. | **JANUARY** | 3RD | 04 | Civics text book. Book two written by oxford | A copy of a case study on the application of problem solving techniques. | Quiz  Homework |  |
| 4TH |
| **GOVERNMENT OF TANZANIA.** | 1. Government. | The teacher prepare students can explain the meaning and types of government and importance of government. | 04 | Written texts on the types and forms of governments. | Exercise  Test |
| **FEBRUARY** | 1ST  TO  2ND |
| 1. The constitution | The teacher to prepare students to brainstorm on the meaning of national constitution, describe the structure of the national constitution. | 3RD | 04 | Copies of the national constitution. | Assignment  Quiz |  |
| 4TH |
| 1. Local government | Prepare students to:-  -Define local government  -Describe the structure of local government  -Identify functions of local government. | 06 | Written texts on local and central government. | Homework  Exercise |
| **MARCH** | 1ST |
| prepare students to:-  -Explain sources of local government revenues.  -Explain how the local government spend its revenue. | 2ND | -//- | Test |
| 3RD |
| (b)  Central government | Prepare students to:-  -Explain the meaning of central government.  -Describe the structure of the central government.  -Explain the functions of the central government.  -Differentiate between local government and central government. | 4TH | 04 | Written text on central government expenditure. | Quiz |  |

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|  |  |  | **APRIL** | 1ST |  |  |  |  |  |
| **MID-TERM ASSESSMENT (11/04/2022 - 14/04/2022)**  **MID-TERM BREAK (15/04/2022 - 24/04/2022)** | | | | | | | | | |
|  |  | Prepare students to identify sources of central government revenue.  -Explain the central government expenditure.  -Participate in different central government activities. |  | 2ND  TO  3RD | 02 | Civics text book. Book two written by oxford |  | Quiz |  |
| (c)  Union Affairs | Prepare students to discuss on the  -Reasons for and the importance of Tanganyika and Zanzibar union.  -Union affairs in the central government. | **MAY** | 1ST  TO  2ND | 04 | -Relevant information about union matters.  National constitution of 1964. | Homework |  |
| **DEMOCRACY** | (a)  Concept of Democracy. | Prepare students to brainstorm on the:-  -Meaning and types of democracy  -Analyse the principles of democracy  -Differentiate types of democracies | 3RD  TO  4TH | 08 | -//- | Exercise |
| **JUNE** | 1ST  TO  2ND |
| **TERMINAL ASSESSMENT (13/06/2022- 24/06/2022)**  **FIRST TERM BREAK (25/06/2022- 24/07/2022)** | | | | | | | | | |
|  |  | Assess whether Tanzania implements democracy in accordance with the principles of democracy.  -Differentiate democratic from non democratic government. | **JULY** | 4TH | 06 | Civics text book. Book two written by oxford | -//- | Quiz  Homework |  |
| **AUGUST** | 1ST  TO  2ND |
| Prepare students to brainstorm on the:-  -Meaning and common features of multiparty democracy.  Participation of citizens in democratic activities in the society. | Written documents on common features of multiparty democracy. | Exercise |  |
| (c)  Democratic elections. | Prepare students in their own groups to discuss the meaning and indicators of democratic elections.  -Explain the importances of democratic elections. | 3RD  TO  4TH | 04 | Pictures depicting political campaigns, elections on polling day and discussions meetings. | Test |  |
| **SEPTEMBER** | 1ST |
| **MID-TERM ASSESSMENT (05/09/2022- 09/09/2022)**  **MID-TERM BREAK (10/09/2022- 25/09/2022)** | | | | | | | | | |
|  |  | -assess whether there are free and fair elections in Tanzania.  -Demonstrate a spirit of tolerance of accepting constrictive critism and defeat. |  | 4TH | 04 |  |  | Quiz |  |
| **OCTOBER** | 1ST |
| **GENDER** | (a)  The concept of Gender | Teacher to prepare students to brainstorm on the meaning of Gender and identify different gender concepts. | 2ND  TO  3RD | 04 | Pictures and charts depicting gender issues. | Quiz |  |
| Identify gender issues in the society.  -Describe socio-cultural practices that hinder equal participation between men and women in our society.  -suggest the corrective measures against negative socio-cultural practices. | -televisions  -videos  -pictures & charts  -depicting bad  Socio-cultural practices. | Homework |
| **PREPARATION FOR FORM TWO NATIONAL ASSESSMENT (24/10/2022 - 28/10/2022)**  **END OF YEAR BREAK (17/12/2022)** | | | | | | | | | |