

## 2021 Annual Teaching Plan – Term 1: ECONOMIC & MANAGEMENT SCIENCES (EMS): Grade 8

Term 1 45 days	Week 1 27-29 January (3 days)	Week 2 1-5 February	Week 3 8-12 February	Week 4 15-19 February	Week 5 22-26 February	Week 6 1-5 March	Week 7 8-12 March	Week 8 15-19 March	Week 9 23-26 March (4 days)	Week 10 29-31 March (3 days)
<b>CAPS TOPICS</b>	Revision of Grade 7 work per topic	The Economy: Government	The Economy: Government	The Economy: Government	The Economy: National Budget	The Economy: National Budget	The Economy: Standard of living	Financial Literacy: Accounting concepts	Financial Literacy: Source documents	
<b>Core Concepts, Skills and Values</b>		<p>Meaning of Government; different levels of management.</p> <p><b>Skills:</b> Critical thinking, reasoning,</p> <p><b>Values:</b> respect, positive attitude</p>	<p>Roles of the different levels of government in respect of households in the use of resources and services (both as consumer and producer).</p> <p><b>Skills:</b> Critical thinking, reasoning,</p> <p><b>Values:</b> respect, positive attitude</p>	<p>Roles of the different levels of government in respect of businesses in the use of resources and services (both as consumer and producer).</p> <p><b>Skills:</b> Critical thinking, reasoning,</p> <p><b>Values:</b> respect, positive attitude</p>	<p>Government revenue: direct tax; indirect tax; government expenditure on services such as education, health, housing, social grants, transport, security etc.</p> <p><b>Skills:</b> Critical thinking, reasoning, analyse, compare, interpret, drawing</p> <p><b>Values:</b> respect, positive attitude</p>	<p>The influence of the National Budget on growth and redressing of economic inequalities.</p> <p><b>Skills:</b> Critical thinking, reasoning, analyse, compare, interpret, drawing.</p> <p><b>Values:</b> respect, positive attitude</p>	<p>Lifestyles,, modern societies; rural societies; impact of development on the environment; unemployment; productive use of resources to promote a healthy environment</p> <p><b>Skills:</b> Critical thinking, reasoning, research, spelling, writing</p> <p><b>Values:</b> respect, independency, positive attitude</p>	<p>Sole trader; debit; credit; capital; owner's equity; income; expenses; profit; losses; transactions; liability; assets; banking; cash receipts; cash payments; subsidiary journals; accounting equation: Assets = Owners Equity + Liabilities (A = O + L)</p> <p><b>Skills:</b> Critical thinking, reasoning, research, spelling, writing, calculating</p> <p><b>Values:</b> respect, independency</p>	<p>Receipts; deposit slips; cash register slips (till slips); cheques; cheque counter foils; Electronic Funds Transfer (EFT), bank statements; cash invoices.</p> <p><b>Skills:</b> Critical thinking, reasoning, writing, communicating, calculating</p> <p><b>Values:</b> respect, independency</p>	<p><b>Cognitive levels:</b>  <b>LO- 30%</b>  <b>MO-50%</b>  <b>HO-20%</b></p>
<b>Requisite Pre-Knowledge</b>		Goods, services and resources (Grade 7 Term 1 work)	The role of households as producers and consumers using goods and services efficiently and effectively. (Grade 7 Term 1 work)	The role of formal and informal businesses as producers and consumers. (Grade 7 Term 1 work)	Income, expenses and expenditure. (Grade 7 Term 2 & 3 work)	Definition of a budget; personal and business budgets. (Grade 7 Term 2 work)	Basic needs of individuals, communities and countries; limited resources to satisfy needs and wants. (Grade 7 Term 1 work)	Accounting concepts – capital, assets, liability, profit, loss, income, expenses, transactions, financial records (Grade 7 Term 2 work)	Savings, banking, financial institutions, buying and selling (Grade 7 Term 3 & 4 work)	
<b>Resources (other than textbook) to enhance learning</b>		Magazines, posters, video lessons and recorded lessons	Television, newspapers and radio – encourage learners to listen to the news and reading of newspapers. Summarised notes, posters, video lessons and recorded lessons	Television, newspapers and radio – encourage learners to listen to the news and reading of newspapers. Summarised notes, posters, video lessons and recorded lessons	Television, newspapers and radio – encourage learners to listen to the news and reading of newspapers. Summarised notes, posters, video lessons and recorded lessons	Television, newspapers and radio – encourage learners to listen to the news and reading of newspapers.. Summarised notes, posters, video lessons and recorded lessons	Designed flash cards with meanings, posters, video lessons and recorded lessons	Designed flash cards with meanings, posters, video lessons and recorded lessons,	Designed flash cards with meanings, posters, video lessons and recorded lessons,	
<b>Informal Assessment</b>	2 per week	Classwork & homework	Classwork & homework	Classwork & homework	Classwork & homework	-	Spelling Classwork & homework	Spelling Classwork & homework	Spelling Classwork & homework	-
<b>SBA (Formal Assessment)</b>						Data response (50 marks) Sub-topics : government and National Budget 2021				Controlled test (50 marks) Sub : Accounting concepts and Source documents

## 2021 Annual Teaching Plan – Term 2: EMS: Grade 8

Term 2 55 days	Week 1 13-16 Apr (4)	Week 2 19-23 Apr	Week 3 26 -30 Apr (4)	Week 4 3 – 7 May	Week 5 10 – 14 May	Week 6 17 -21 May	Week 7 24 – 28 May	Week 8 31 May – 4 Jun	Week 9 7-11 Jun	Week 10-11 14-25 Jun
CAPS Topic	Revision	<b>Financial literacy: Overview of the accounting cycle</b>	<b>Financial literacy: Accounting equation</b>	<b>Financial literacy: Cash Receipts Journal (services)</b>	<b>Financial literacy: Cash Receipts Journal (services)</b>	<b>Entrepreneurship: Factors of production</b>	<b>The economy: Markets</b>	<b>The economy: Markets</b>	Revision: TERM Consolidation	<b>Controlled Test</b>
Core Concepts, Skills and Values		<ul style="list-style-type: none"> <li>Transactions; source documents; subsidiary journals; General Ledger; Trial Balance; Income Statement; Balance Sheet;</li> </ul> <p>introduction of the Cash Journals of a service business – their purpose and importance</p> <p><b>Skills:</b> Critical thinking, reasoning, analytical, comparism, interpretation, and drawing</p>	<ul style="list-style-type: none"> <li><b>Cash transactions (receipts) on the accounting equation</b></li> </ul> <p><b>Assets=owner's Equity +liability(A=OE+L)</b></p> <p><b>Skills:</b> Critical thinking, reasoning, analytical, comparism, interpretation, and drawing</p>	<ul style="list-style-type: none"> <li>Concept of a Cash Receipts Journal (CRJ) of a service business;</li> <li>formats and uses of the columns in the CRJ; documents used to complete the CRJ;</li> </ul> <p><b>Skills:</b> Critical thinking, reasoning, analytical, comparism, interpretation, and drawing</p>	entering of cash transactions in the CRJ; closing off the CRJ;	<ul style="list-style-type: none"> <li>Capital – borrowed and own capital; Labour – unskilled, semi-skilled and skilled labour; role of workers in the business;</li> <li>fair employment practices; Natural resources;</li> </ul> <p><b>Skills:</b> Critical thinking, reasoning,</p>	Types of markets – goods and services market;	factor market (labour and financial markets)	<ul style="list-style-type: none"> <li>It is compulsory to complete all the TERM 1 and 2 topics as indicated in the teaching plan</li> <li>give learners an overview of what will be assed</li> </ul> <p><b>NB: provide learners with guidelines for mid-year examinations which:</b></p> <ul style="list-style-type: none"> <li><b>Must include all topics covered in term 1 and term 2</b></li> </ul>	<p>Controlled Test must cover</p> <ul style="list-style-type: none"> <li>Term 1: 30% of content covered</li> <li>Tern 2: 70% of content covered</li> <li>MARKS 100</li> </ul>
Requisite Pre-Knowledge		<b>Accounting cycle</b> <b>Financial transactions</b> <b>Financial records</b> <b>Income and expenses</b> <b>Accounting systems</b> <b>accounts,</b> <b>accounting systems</b>	Accounting cycle Financial transactions Financial records Income and expenses Accounting systems Effect of cash transactions on the accounting equation: Classification of accounts, Post the CRJ to the General Ledger	Double entry systems Classification of accounts, Elements of Accounting equation Effect of cash transactions on the accounting equation	Cash transactions Recording transaction to the subsidiary journal Difference between Services and trade	Cash transactions Recording transaction to the subsidiary journal	Definition of factors of production	Types of markets Deference between good and services	Economic cycle Types of markets	
Resources (other than textbook) to enhance learning		Glossary/Definition of concepts on FINACIAL LITERACY Grade 8 core notes Item Banks Tips for teachers Lesson plans with Activities	Glossary/Definition of concepts on FINACIAL LITERACY Tips for teachers Lesson plans with Activities Video and posters	Glossary/Definition of concepts on FINACIAL LITERACY Tips for teachers Lesson plans with Activities Video and posters	Glossary/Definition of concepts on FINACIAL LITERACY Tips for teachers Lesson plans with Activities Video and posters	Glossary/Definition of concepts on ENTREPRENEURSHIP Tips for teachers Lesson plans with Activities Video and posters	Glossary/Definition of concepts on THE ECONOMY Tips for teachers Lesson plans with Activities Video and posters	Glossary/Definition of concepts on THE ECONOMY Tips for teachers Lesson plans with Activities Video and posters	<b>NB: guidelines for Controlled Test which:</b>	-

<b>Term 2</b> <b>55 days</b>	<b>Week 1</b> 13-16 Apr (4)	<b>Week 2</b> 19-23 Apr	<b>Week 3</b> 26 -30 Apr (4)	<b>Week 4</b> 3 – 7 May	<b>Week 5</b> 10 – 14 May	<b>Week 6</b> 17 -21 May	<b>Week 7</b> 24 – 28 May	<b>Week 8</b> 31 May – 4 Jun	<b>Week 9</b> 7-11 Jun	<b>Week 10-11</b> 14-25 Jun
<b>Informal Assessment</b>	Base line assessment Homework, Class works Discussions	Home work, Class works Remedial Discussions	Home works, Class works Discussions Remedial	Home works, Class works Discussions Remedial	Class Test (Should cover all Financial Literacy: Sub topics taught (3 weeks) remedial	Home work Class Test (Should cover all ENTREPRENEURSHIP: Sub topics taught Discussions	Home work Class Test (Should cover all Financial Literacy: Sub topics taught (1 week) remedial Discussions	Class Test (Should cover all Financial Literacy: Sub topics taught (in 2 weeks) Remedial		
<b>SBA (Formal Assessment)</b>										JUNE EXAM

2021 Annual Teaching Plan – Term 1: **EMS: Grade 8 Term 3**

<b>TERM 3 53 days</b>	<b>1: 13 Jul – 16 Jul</b>	<b>2: 19 Jul– 23 Jul</b>	<b>3: 26 Jul – 30 Jul</b>	<b>4: 2 Aug – 6 Aug</b>	<b>5: 10 Aug – 13 Aug</b>	<b>6: 16 Aug – 20 Aug</b>	<b>7: 23 Aug – 27 Aug</b>	<b>8: 30 Aug- 3 Sep</b>	<b>9: 6 Sep – 10 Sep</b>	<b>10: 13 Sep 23 Sep</b>
<b>Topic, concepts, skills and values</b>	<b>FINANCIAL LITERACY</b>  Cash Receipts Journal: Entering the cash transactions in the CRJ. Closing off the CRJ.	<b>FINANCIAL LITERACY</b>  Cash Receipts Journal: The effect of CRJ on the Accounting Equation.	<b>FINANCIAL LITERACY</b>  Cash Payments Journal of service business. Formats and uses of the Columns. Sources documents used	<b>FINANCIAL LITERACY</b>  Cash Payments Journal of service business. Formats and uses of the Columns. Sources documents used	<b>FINANCIAL LITERACY</b>  Cash Payments Journal of cash transactions on the Accounting Equation.:	<b>FINANCIAL LITERACY</b>  Cash Receipts Journal and Cash Payments Journal: Entering combined transactions in the CRJ and CPJ. Closing off of CRJ and CPJ. Effect of cash transactions on the Accounting Equation.	<b>ENTREPRENEURSHIP FORMS OF OWNERSHIP</b>  Sole traders and Partnership – Characteristics, Advantages and Disadvantages	<b>ENTREPRENEURSHIP FORMS OF OWNERSHIP</b>  Private and Public Companies - Characteristics, Advantages and Disadvantages	<b>ENTREPRENEURSHIP FORMS OF OWNERSHIP</b>  Comparison of the Four Forms of ownership: Characteristics, advantages and disadvantages	<b>ENTREPRENEURSHIP FORMS OF OWNERSHIP</b>  The role of forms of ownership in sustainable job creation and use of natural resources
<b>Requisite pre-knowledge</b>	Consolidation	Effect of the cash transactions on the accounting equation	Concepts of CPJ	Source documents	Entering transactions in CPJ	CRJ and CPJ	Sole traders and Partnership	Private and Public Companies	Characteristics, Advantages and disadvantages	Their role in sustainable job creation
<b>Resources (other than textbook) to enhance learning</b>	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans
<b>Informal assessment; remediation</b>	<b>Resources (other than textbook) to enhance learning</b>	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans

<b>TERM 3 53 days</b>	<b>1: 13 Jul – 16 Jul</b>	<b>2: 19 Jul – 23 Jul</b>	<b>3: 26 Jul – 30 Jul</b>	<b>4: 2 Aug – 6 Aug</b>	<b>5: 10 Aug – 13 Aug</b>	<b>6: 16 Aug – 20 Aug</b>	<b>7: 23 Aug – 27 Aug</b>	<b>8: 30 Aug- 3 Sep</b>	<b>9: 6 Sep – 10 Sep</b>	<b>10: 13 Sep 23 Sep</b>
<b>SBA (Formal Assessment)</b>							Case study / project with rubric/memo			

## 2021 Annual Teaching Plan – Term 1: **EMS: Grade 8 Term 4**

Term 4 47 days	Week 1 05 – 08 October (4 days)	Week 2 11 – 15 October (5 days)	Week 3 18 - 22 October (5 days)	Week 4 25 – 29 October (5 days)	Week 5 01 – 05 November (5 days)	Week 6 08 – 12 November (5 days)	Week 7 15 – 19 November (5 days)	Week 8 22 - 26 November (5 days)	Week 9 29 Nov - 03 Dec (5 days)	Week 10 06 - 08 Dec (3 days)
CAPS Topic	Entrepreneurship	Entrepreneurship	Entrepreneurship	Financial Literacy	Financial Literacy	Revision	Revision			
Core Concepts, Skills and Values	Levels and functions of management	Levels and functions of management	Levels and functions of management	General Ledger	General Ledger	General Ledger and Trial Balance	Revision	End of the year Examinations	End of the year Examinations	Promotion schedules and closing.
Requisite Pre-Knowledge	Different levels of management	Management tasks such as Planning, Organising, Leading and Control (POLC)	Characteristics of good management	Double entry principle, T accounts, Format of the General Ledger and sections within the General ledger.	Opening accounts in the General Ledger, Posting / recording of transactions from CRJ and CPJ of a service business to the General Ledger.	Balancing of the General Ledger, preparing of a Trial Balance of a service business.	Term 1 – 4 content	End of the year Examinations	End of the year Examinations	Promotion schedules and closing
Resources (other than textbook) to enhance learning	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank Tips for teachers Lesson plans	Grade 8 item bank			
Informal Assessment	Class tests and activities	Class tests and activities	Class tests and activities	Class tests and activities	Class tests and activities	Class tests and activities				
SBA (Formal Assessment)								<ul style="list-style-type: none"> <li>Final Controlled Test = Minimum of 100 marks;</li> <li>Paper 1: Financial Literacy: 50 marks</li> <li>Paper 2: The Economy (25 marks); Entrepreneurship (25 marks)</li> </ul>		

