

GRADE 12 TERMINOLOGY DOCUMENT

TERM 1		
	CONCEPTS	CONTEXTUAL MEANING
DEVELOPMENT OF THE SELF IN SOCIETY		
1	Life Skills	Desirable or required abilities/talents/expertise/aptitudes/capacity that a person may develop through social interaction, formal/informal/semi-formal learning situations enabling one to optimally/effectively participate in everyday life contexts (social/economic/academic/occupational) in ways that enhance one's quality of life/making life meaningful or reasonable to live.
2	Healthy lifestyle choices	- The ability to consciously take control of one's health by making decisions to adopt or follow good/positive/enabling/healthy life related habits/ways of living etc. - Decision to identify important things to do with one's current social, environmental/religious/cultural/occupational/educational etc. life with an aim of improving on it thereby making your life meaningful/better/reasonable etc. - Making decisions/choices that may improve one's physical, social, psychological, religious, cultural and emotional life, thus putting you on a positive growth-path.
3	Stressors	- Any event/situation/condition/external stimulus that may threaten one's general wellbeing (psychological/physical/emotional/cognitive/social/occupational etc.) in either positive (pushing you to do something worthwhile) or negative (frustrating you from doing what you could do under normal circumstances). - A chemical or biological agent, environmental condition, external stimulus or an event that causes discomfort to an organism leading to inability to effectively do certain things.
4	Abuse	Treatment of others in a prejudicial/cruel/inhumane/demeaning/violent manner based on negative perceptions/attitudes/ideologies/religious or cultural beliefs/worldviews/orientations/preferences etc. that certain people have developed towards others.

		• Deliberate misuse of objects/plants/environment/people etc. leading to harm/destruction etc. of that which is involved. • Using profane language when speaking to other people/using derogatory language when you interact or refer to others because of differences in terms of socio-economic status/type of work that others are doing/gender/sex/cultural or religious beliefs etc. • Forcing others to do certain things against their wishes.
5	Vocation	• An occupation for which a person feels drawn to or has a strong impulse/calling/aptitude to follow. • A type of work that a person feels suited to doing and for which time and energy will be expended in its pursuance. • It is about the belief that one has about one's abilities to pursue a certain career in line with the nature and type of skills/values and attitudes that are required in that job situation.
6	Vocational stress	• The pressure (emotional/psychological/physical) that workers may experience as a result of a lack of required knowledge/abilities/skills/acumen to perform certain activities in the workplace.
7	Life crisis (Singular) Life Crises (Plural)	• A crucial or decisive point or situation (unstable and difficult), involving an impending/apparent change/danger that could threaten the life of an individual or normal ways in which people had lived their lives. • An emotionally draining event or traumatic experience directed to a person in ways that threaten established ways of living. • Life threatening events/situations/occurrences that abruptly disrupt people's lives leading them to question the very foundation of their existence.
8	Personality	• Combination of characteristics or qualities that form an individual's distinctive character. • Host of characteristics/qualities/set of behaviours, cognition and emotional patterns that evolve from biological and environmental factors.
9	Social pressure	• Pressure from one's peers to behave in a manner similar or acceptable to them/ Influence that is exerted on a person or group by another person or group. • Coercion/influence/persuasion exerted to an individual by friends/relatives/family/school mates etc. to do things that one is not prepared to do/to behave in a manner not compatible to one's wishes, plans etc.
10	Signs of stress	• These are physical, emotional, behavioural, cognitive/intellectual/mental characteristics that emerge or become observable when a person is under tremendous pressure disturbing his/her normal way of doing things.

11	Symptoms of stress	On the other hand, symptoms of stress constitute the feeling that person may have as a result of being plunged in a stressful situation. That could include feeling anxious, listless, generalised negativity, loss of interests in pleasurable activities, inability to think clearly, inability to complete tasks etc.
12	Positive stress (Eustress)	This is a feeling of intense pressure when one is about to do certain things enabling you to actually perform as expected or beyond people's expectations. Or, intense feelings when you about to do something you can handle. For example, stage fright, taking an examination, attendance of interviews etc. when you are actually prepared to do it.
13	Negative stress (Distress)	- This a feeling of intense pressure when one is to do something ending up not being able to perform as expected/required. For example, fear of public speaking leading to inability to do it all. - A condition of negative emotional feeling that a person cannot handle.
14	Chronic stress	Stress that goes on for long periods of time
15	Stress management	- Are particular steps, mechanisms, strategies, and ways etc. that a person feeling extreme emotional pressure/strain uses or considers to deal with the adverse effects of stress or to deal with stressors in his/her life. . - Refers to the wide spectrum of techniques and psychotherapies aimed at controlling a person's level of stress, especially chronic stress, usually for the purpose of improving everyday functioning.
16	Conflict resolution skills	- Those skills that enable a person to successfully resolve conflict. - These are methods, techniques and or processes that are involved in initiating or facilitating a peaceful end to conflict. This could come in different ways including collaboration, avoidance, competing, compromising, accommodating etc.
17	Inter personal conflict	- This is a strife, misunderstanding, dispute etc. that may arise between two or more people in pursuance of the same thing. For example, conflict emanating from friends pressurising you to go out partying against the wishes of your parents. - A conflict that involves other people
18	Intra personal conflict	- This is a strife, misunderstanding, dispute etc. that may arise from within an individual when certain things are to be done. For example, a conflict between wanting to complete a task and watching a movie. - A conflict that occurs within a person
19	Initiating, building sustaining positive relationships	Starting, reinforcing and maintaining or forming supportive relationships with honesty, openness and trust.

20	Understanding others	• A process involving the ability of one person developing a genuine sense of knowledge about the needs, feelings, ambitions, aspirations, challenges etc. that others are experiencing and acting in ways that compliments their feelings. • A process involving the ability of one person developing some kind of appreciation and acknowledgement of the feelings, views, aspirations, struggles etc. of others.
21	Communicating feelings	• This is the ability to successfully express, convey, show etc. your true emotional state about something or others' views, behaviours, thoughts etc. • Making your position known about something or peoples' behaviours, views, attitudes etc.
22	Beliefs	• Certain set of values, standards, norms, philosophy of life, worldviews, convictions etc. that people develop based on how they relate to something/based on how they were raised to relate to certain things in their living environment/ deity etc. which may determine the manner in which they eventually approach life in general.
23	Attitudes	• The manner in which people relate to certain things or feel about certain things in their lives. It could either be positive or negative, depending on their values, experiences, views, perspectives, feelings etc. about something. • A way of thinking or feeling about someone or something that shows in the manner people behave or relate to something/someone.
24	Effective communication	• The ability to successfully send or receive verbal or non-verbal message in ways that makes it easier for the recipient to understand the meaning thereof.
25	Values	• Those qualities that a person identifies with and are considered very important to a person's life. • These are set of ideals, beliefs, attitudes, standards etc. that a person embraces and they inform how that individual or group of people conduct (s)/ behave (s) in relation to others, worldly things, health, life, work, occupation, etc.
26	Acceptance of responsibilities	• Holding oneself accountable for duties/responsibilities/obligations that accompany a specific role or position. Not a concept but a phrase.
27	Growth and change	• This refers to physical, emotional, economic, social development etc. that a person goes through as he/she moves from one phase of life to another. For example, growing from childhood to puberty brings about physical, emotional, social, psychological changes/development to a persons' life. As you grow, there are changes that come with it.
28	Post-school destination	• This is where an individual may go after completion of a phase/milestone at school and it includes universities, colleges and or workplaces.

29	Positive aspects of change	• These are good developments that come after a person has done certain improvements or has made progress or has abandoned certain inclinations/habits in the manner he/she lives his/her life. This could be benefits that may come after one has changed negative habits in one's life. For example, living a healthier life after quitting smoking or finding yourself in a better position after exploring new opportunities in your life. • The benefits that accrue/attained by abandoning previously held ways of doing things in favour of new or current methods/approaches.
30	Negative aspects of change	• These are uncomfortable or unwanted outcomes of altering certain tendencies/way of doing things/attempting new things in life or undesirable outcomes emanating from making progress that shifts the manner in which you lead your life. For example, being promoted to a job you know nothing about leading to feelings of stress or even sicknesses.
31	Life cycle	• The stages in a person's life characterised by developmental milestones ranging from being born through childhood, adolescence, adulthood, to death, ultimately. These milestones have their inherent roles, challenges and expectations from an individual, determined largely by societal standards.
32	Traditional practices	• These are cultural practices reflective of the long held unique values, beliefs, customs, etc. of a given group of people in certain communities spanning generations. Rituals/beliefs associated with specific life stages.
33	Personal lifestyle plan	• This is a deliberate written or non-written plan about how you want or commit to live a meaningful life by considering your physical, psychological, emotional, social, occupational etc. aspects of your life.
34	Quality of life	• The degree to which you are healthy (physically, emotionally, socially, psychologically/mentally), comfortable, free spirited and able to happily engage or participate in life events in ways that further enhance your personal life and that of others. • Standards of health, comfort and happiness experienced by an individual with one's life and surroundings.
35	Personal fitness	• The desired level of physical, mental, emotional, psychological, social etc. health reached by a person who engages in activities that seek to support his/her general health/wellbeing. • The stage that a person who pursues/executes clear/compatible health related goals reaches and is symptomized by his ability to function effectively and efficiently in daily activities.
36	Health goals	• These are specific, attainable, measurable, realistic and time bound general health/wellness plan that an individual sets out in relation to physical, emotional, social, mental, psychological etc., health/wellbeing. • It is merely about doing things that could put your life on top form physically, emotionally, spiritually, psychologically, socially etc.
PHYSICAL EDUCATION		

1	Frequency of participation	How often one participates in physical activity over a specific time frame.
2	Movement performance	- Evaluating one's physical performance, against specified norms/criteria. - Evaluating the extent to which your body moves in line with set criteria.
3	Safety issues	Precautions taken to ensure safety before, during and after physical education sessions.
4	Cortisol	A hormone produced by fear, results in anxiety
5	Adrenalin	A hormone that prepares the body to react physically to a threat
STUDY SKILLS		
1	Study Skills	- The learning skills that an individual develops over a period of time enabling him/her to efficiently confront/approach a learning task. For example, how to listen when a learning content is presented, how to take notes, how to paraphrase/summarise learnt content, when and how to administer assessment, how to arrange the content for easy recall (mnemonics) etc. - Strategies and techniques that enable one to make the most efficient use of time, resources and academic potential for achievement of learning goals.
2	Study styles	These are preferred ways of learning and it varies from an individual to the other. For example, we have visual, auditory/aural, social, solitary, logical, verbal, Kinaesthetic etc. learning styles.
3	Study method	- This is a process in which learning material, time table for studying, needed stationary and the learning environment are subjected to systematic and critical scrutiny to enable the learning process to happen efficiently. - These are the approaches or considerations that a learner may take into account when studying is to happen efficiently. It includes the availability of a place to study, study material, stationary, time table for studying, etc.
4	Study strategy	- It is a way that a learner may use to approach a specific task in the light of its perceived demands/difficulty/challenges. - It is the appropriate application of learning styles, study styles, methods etc. to tackle a learning task at a given point in time. - This is the broad approach that an individual has grown to adopt considering one's learning styles, study skills and study methods for efficient management of the learning process leading to the attainment of learning goals.

		In simpler terms, it is the general approach that an individual has, over a long period of time, adopted towards approaching learning.
5	Study plan	It is a program that a learner may develop for usage in studying all the subjects at school by prioritising certain topics in those subjects and making provision for assessment, breaks, pleasurable activities, completion of homework, when to sleep, time table to be used during the studying process etc. Note that a study plan is not a study time table. However, the time table forms part of the study plan.
6	Process of assessment	- These are the various steps that a person who intends to administer assessment may consider in the formulation of the assessment activity. It may include determining the purpose of assessment, identifying aspects or content for assessment, working out the nature and type of questions to be used in that assessment, enabling you to eventually test what you initially set out to assess. - These are series of activities/steps designed/undertaken to measure learning competence in a specific period. It may start by -
7	Examination writing skills	- This refers to how the learner prepares for an examination (before, during and after) in terms of how to study and manage exam stress, what food to eat, how and when to exercise, what and how to read subject matter, how to read questions and the meaning of the action words, how to present answers in line with the mark allocation and within the specified time frame etc. - The different ways that the learner may employ when taking an examination.
8	National Senior Certificate	- It is the certificate awarded to a learner after fulfilling the requirements of the 12 years period of learning/schooling determined by the National Qualification Framework (NQF) in South Africa. - It is an exit examination written after minimum 12 years of formal schooling in South Africa
CAREERS AND CAREER CHOICES		
1	Commitment to a decision	Deliberate act of weighing up pros and cons of a decision, and resolve to undertake or follow it.
2	Unemployment	Inability to get a job, though one either has the qualifications or meets the job requirements and is actively searching for one.
3	Innovative solutions	Creative and legal ways of doing something. For example, innovative ways of counteracting unemployment refer to creative/new/never explored ways of eliminating unemployment. Volunteering may not be regarded as an innovative way of counteracting unemployment because it is the established and known way of dealing with unemployment. However, people may utilise unique and different ways of volunteering and that may be regarded as an innovative way.

4	Counteracting unemployment	• An attempt that individuals, government, business, CBOs etc. make to create job opportunities in order to eliminate joblessness.
5	Volunteering	• Unpaid work that provides services to the community/business/CBO/government etc. • This is work that individuals who do not necessarily expect payment do in certain companies, government institutions, CBOs etc. It, however, increases one's opportunities for employment when a vacancy is available. Companies usually consider volunteers for filling of vacancies, depending on how the volunteer conducted himself/herself.
6	Part-time jobs	• Short-term employment. • These are jobs in which an employee is required to work fewer hours per week than it is usually the case with fulltime employment.
7	Community work	• These are jobs that an individual would do to serve the needs of the community without expecting any payment. • Doing something to benefit one's community.
8	Entrepreneurship	• Starting a business/enterprise by identifying opportunities in your community for profit.
9	Informal jobs	• Jobs that provide income to pay for living expenses. • Work in which an employer hires an employee without an established working agreement/contract etc.
10	SARS tax obligation	• Registering and paying taxes according to legislation.
11	Corruption	• Dishonesty, misuse of public power and money, for private benefit.
12	Fraud	• Wrongful or criminal deception intended to result in financial or personal gain. • Benefiting financially by being dishonest in business transactions. .
13	National Benchmark Test (NBT)	• These are a set of tests that measure your academic, i.e. Academic and Quantitative Literacy (AQL) test & the Mathematics (MAT) test relative to the university course of interest.
14	Embezzlement	• It is a form of crime in which a person or entity misappropriates the assets entrusted to them
15	Cronyism	• The appointment of <u>friends and associates</u> to positions of authority, without proper regard to their qualifications.
16	Nepotism	• The practice among those with power or influence of favouring <u>relatives or friends</u>, especially by giving them jobs, promotion etc. in the workplace.
17	Bribery	• the offering, giving, receiving, or soliciting of any item of value to influence the actions of an official, or other person, in charge of a public or legal duty.

TERM 2		
	CONCEPTS	CONTEXTUAL MEANING
DEMOCRACY AND HUMAN RIGHTS		
1	Responsible Citizenship	It is about doing what is right and expected of you as a citizen of a country.
2.	Discrimination	Unjust or prejudicial treatment of different categories of people, especially on the grounds of race, age, sex, gender and socio economic factors
3	Human Rights	These are the rights that all human beings should enjoy by virtue of them being human beings.
4	Bill of Rights	A formal declaration encapsulated in Chapter 2 of the South African Constitution that guarantees both the exercise and enjoyment of the 25 specific human rights in the country.
5	Human Right Violations	An act of disregarding basic human rights when interacting with people and such cases may be referred to the South African Human Rights Commission (SAHRC).
6	Campaigns	These are series of operations/actions intended to raise awareness about something/program/initiative/occurrence/plans happening in a specific area.
7	Events	These are occasions/activities that come into being for important reasons.
8	Electronic Media	Media that use electronics for the access the content i.e. radio, television and internet
9	Print Media	Media that produce newspapers, and magazines
	Social media foot print	- These are recorded and shared traces of text, photos, videos, likes/dislikes, emoji and or comments that are posted, as private messages on internet. - This is a digital record of everything that a person shares or comments about on internet.
10	Cyber wellness	It is an understanding of online behaviour and awareness of how to protect oneself in cyberspace
11	Cyber bullying	The act of using electronic communication/media to humiliate/embarrass/slander/smear etc. a person, typically by sending messages of an intimidating or threatening nature.
12	Cyber savvy	An act of being able to use the digital space in ways that does not expose you to unscrupulous users.
13	Freedom of Expression	Right to express your ideas and opinions freely
14	Limitations	Being restricted to exercise your freedom of expression fully

15	Critical Analysis of Media	To analyse the media and evaluate their balance and fairness in reporting about issues
16	Coverage of Sport	Content that covers different codes of sports by media
17	Sport Personalities	People that participate in different codes of sports e.g coach, soccer and netball players, etc.
18	Recreational Activities	Activities that are meant for enjoyment, satisfaction, pleasure and amusement to individuals
19	Ideologies	Set of beliefs that affect one's outlook on the world i.e. principles
20	Beliefs	Acceptance that someone or something exists or is true without proof
21	World Views	General standpoint/side from which people see and interpret life/world
22	Long Term Engagement	Being involved with someone or something for a very long time, probably for 3 or more years.
23	Indigenous Games	A host of traditional games for people of all ages
24	Non-traditional sports	These are current sports activities that are mostly publicised and most people know of. They include soccer, rugby, tennis, etc.
SOCIAL AND ENVIRONMENTAL RESPONSIBILITY		
1	Community Responsibility	The responsibility of individuals in a community to ensure clean and healthy living environments.
2	Laws	These are statutes/bills/orders/acts/rules etc. whose purpose is to decree how people should live in a given community.
3	Regulations	The details necessary for informed implementation of the law in a country.
4	Rules	Procedures that have to be followed or legal ways of doing things
5	Community Services	Services provided by the different levels of government to community, for example, water, sanitation, waste removal etc.
6	Intervention programmes	Programmes that are considered and implemented in order to address a particular and urgent problem in a community, for example, vaccination for Covid – 19, rollout of ARVs to HIV positive community members.
7	Educational programmes	Variety of community empowerment programmes that seek to teach people/community members about issues that affect them, for example, HIV/AIDS, Covid – 19 pandemic, Tuberculosis, obesity, high blood pressure, crime etc.
8	Personal Mission Statement	A written or non –written expression that states an individual's purpose, values, interests, aim or goal which informs or directs their actions, behaviour and plans in life.
9	Personal Views	One's opinions/ideas/interpretation of what one considers to be important or how something is or should be.

10	Impact of Vision	The manner in which your future plans/aspirations/goals influence your behaviour in relation to others in your community.
11	Impact study	This is research/evaluative study done on a certain environmental topic/intended action/past actions to determine what effects doing certain things would affect the environment.

TERM 3		
	CONCEPTS	CONTEXTUAL MEANING
DEVELOPMENT OF THE SELF IN SOCIETY		
1	Life Style diseases	Any medical disorder or condition thought to be produced or exacerbated by aspects of a person's lifestyle, such as diet and level of physical activity and it includes atherosclerosis/heart diseases/obesity, type 2 diabetes and diseases associated with smoking ,alcohol and drug abuse
2	Cancer	Diseases caused by uncontrolled division of abnormal cells in a part of the body with a potential to spread all over the body.
3	Hypertension	This is a condition that develops when the force of your blood pushing against the walls of your blood vessels, is consistently too high due to obstruction of those vessels caused by fatty substances etc.
4	Tuberculosis	- A contagious infection caused by bacteria that mainly affects the lungs but can also affect any other organ including bone, brain and spine. - Infectious bacterial disease characterised by the growth of nodules (lumps) in the tissues especially the lungs.
5	Diabetes	- A chronic disease in which the body's ability to produce or respond to the hormone insulin is impaired, resulting in abnormal metabolism of carbohydrates and elevated levels of glucose in the blood and urine - Chronic disease that affects glucose levels in the blood.
6	Action plan	This is a document that lists what steps (goals, purpose, resources, time etc.) must be taken in order to achieve a specific goal.
7	Long term effects of Participation	These are benefits that one could get after participating in different sports and recreational activities for a longer period of time.

8	Physical Effect	The level of muscular endurance, strength, cardiovascular fitness, body composition, flexibility, agility, advanced eye-hand coordination etc. that a person may achieve after engagement in physical activities for a longer period of time.
9	Mental Effect	The level of mental alertness/speed attained after prolonged participation in physical activities.
10	Social Effect	The level at which your social life improves as a result of participation in physical activities, as sports have the inherent benefit of unifying the community/improving social cohesion.
11	Emotional Effect	The level of emotional growth and maturity that one may attain after prolonged engagement in physical activities, as physical activities have the potential to stimulate chemicals in the brain that may make one to feel happy and relaxed/feel good about him/herself and enabling them to cope better with stress and negative feelings.
12	Value-Added Benefits	Regular physical activities do not only help with your general physical, emotional, mental, spiritual, psychological and social health, but they also assist you in the fight against life style diseases
13	Relaxation and Recreation	The state of being free from tension and anxiety and includes activities that people may do to relax, have fun, and enjoy/pastime.
CAREERS AND CAREER CHOICES		
1	Job Contract	Oral or written, express or implied, agreement specifying terms and conditions under which a person consents to perform certain duties as directed and controlled by an employer in return for an agreed upon wage or salary.
2	Worker Rights	The rights that an employee has which include the right to be treated fairly, in a morally acceptable way, or legal way and accommodative of the right to a fair wage, safe working conditions and reasonable time off.
3	Obligations	An act or course of action that morally or legally binds a person to perform certain duties or act in a certain way in the workplace/at work.
4	Conditions of Service	These are the standards that bind both the employer and employee to certain operational norms or codes whose intention is to control, manage and inform the nature of the working environment and must be adhered to by both the employer and employee.
5	Labour Laws	The body of law that governs the employer-employee relationship, including individual employment contracts etc.
6	Labour Relations Act	This is Act NO. 55 of 1995 which aims to promote economic development, social justice, labour peace and democracy in the workplace.

7	Employments Equity Act	This is Act NO. 55 of 1998 which seeks to promote the achievement of equity in the workplace by advancing equal opportunity and fair treatment in the employment practices through elimination of unfair discrimination and implementation of affirmative action measures to redress the disadvantages experienced by designated groups so that there is equitable representation in all occupational categories and levels in the workforce.
8	Basic Conditions of Employment	This is Act NO. 75 of 1997 whose intention is to give effect to the right to fair labour practices impacting on working hours per week/month/annum, the different types of leaves employees are entitled to, overtime, meal breaks etc. in the workplace.
9	Principles of Equity	These are set of principles which dictates fair treatment of all employees in the workplace by favouring employment of people from designated groups (gender, colour, race or other personal differences.) for purposes of reversing the negative effects of exclusionary laws.
10	Principles of Redress	These are set of practices/principles used to refer to the range of appropriate responses that can be provided to individuals or groups of people that have been detrimentally affected by maladministration or injustices of the past, or who are likely to suffer detriment at some time in the future if previous or on-going maladministration, injustices is not rectified with the aim to reach a fair and reasonable resolution.
11	Recruitment Process	The process of finding or hiring the best-qualified candidate (from within or outside of an organization) for a job opening, in a timely and cost effective manner. The recruitment process includes analyzing the requirements of a job, attracting employees to that job, screening and selecting applicants, hiring, and integrating the new employee to the organization.
12	General Trends	A general direction in which something tends to move. For example, employment trends in the era of the 4th IR have changed as digital employment opportunities have overtaken traditional careers.
13	General Practises	These are common and established ways in which employment is done at the given moment.
14	Trade Unions	An organized association of workers/employers in a trade, group of trades, or profession, formed to protect and further their rights and interests of their members in a workplace.
15	Organised Labour	An association of workers united as a single, representative entity for the purpose of improving the workers' economic status and working conditions through collective bargaining with employers.
16	Work Ethics	A value based on good conduct, hard work, punctuality, respect, dedication and diligence in the world of work.
17	Societal Expectations	Refers to the general standards/norms of behaviour that individuals who live within a society are expected to uphold/live by.

18	Value of Work Meaningfulness of work	• These are the benefits that come as a result of one being employed enabling an individual to earn an income to satisfy the needs of daily life, etc.
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