

## LESSON NOTE FOR WEEK

### TOPIC : ORDERLINESS

#### MEANING OF ORDERLINESS

Orderliness is defined as the act of doing things in the right and acceptable way in conformity with rules and regulations of the society. Orderliness can be defined as the art of doing things in a peaceful orderly manner. It is the act by which things are arranged in a proper, neat and systematic way. Orderliness entails people taking time to become aware of everything going on in their environment and in their lives which they choose to handle in an orderly manner. Orderliness is associated with other qualities such as cleanliness and diligence – and the desire for order is generally considered as the desired quality.

It is a situation where laws and orders are obeyed and authorities are respected. It is something that should be used by everyone in society in their everyday life. Without orderliness, life can get chaotic. Waking up in the morning, arriving at school early and doing all that is necessary at the time due is orderliness.

Orderliness is having a sense of where things belong and how they relate with each other and keeping them organized accordingly. When there is a place for everything and everything are in its place, then we can think and work effectively. We are also more able to work collaboratively.- to share tools and workspace with others.

#### EXAMPLES OF ORDERLINESS

- **Decorum:** Decorum is simply to as requirement of correct behaviour of polite society. It is the right behaviour expected at a particular situation. An example is a perfect silence by the students when the principal is speaking.
- **Obeying Traffic Rules And Regulations:** It is important for every road users to obey traffic rules and regulations while driving and there is a need for proper understanding of the traffic rules and regulations.
- **Queuing Culture:** Queuing is an important way to demonstrate orderliness. There may be a need for us to queue up at some places where many people want to enjoy the same services as us. This will help in letting things go well in an orderly manner. Examples of where queuing may be needed ar petrol stations, ATM points, banking hall, BRT stands, among others.
- **Listening Skills:** Good listening skills helps us to avoid misunderstanding, embarrassment and mistakes. There is a need to be attentive to every information. Orderliness involves paying attention while others speak.
- **Driving Skills:** Driving skills is needed before driving. It is important to go through the normal driving school process before prescribed by the authorities concerned before making any attempt to drive. We demonstrate orderliness in driving by observing the traffic light and traffic regulations.

## MERITS OF ORDERLINESS

The merits of orderliness are:

1. Orderliness promotes friendliness among people and societies.
2. Orderliness makes thinking and other things easy and possible.
3. It helps to bring about peace in the environment.
4. It brings about a sense of fulfilment.
5. It promotes peace in the society.
6. It brings about national growth.
7. It promotes national image
8. It saves time.
9. It helps to reduce frustration.

## ASSIGNMENT

1. Differentiate between law and order.