



DIRECTORATE: CURRICULUM FET PROGRAMMES

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## ASSESSMENT INSTRUCTION 38 OF 2014

TO: DEPUTY-DIRECTORS GENERAL  
CHIEF DIRECTORS  
DIRECTORS AND DISTRICT DIRECTORS  
CHIEF EDUCATION SPECIALISTS  
DEPUTY CHIEF / SENIOR EDUCATION SPECIALISTS  
PRINCIPALS OF ALL PUBLIC AND INDEPENDENT SCHOOLS:  
GRADES 10 - 12  
TEACHERS GRADES 10 - 12  
TEACHER UNIONS / ORGANISATIONS  
SCHOOL GOVERNING BODIES

DATE: 28 MAY 2014

### MODERATION OF PRACTICAL EXAMINATIONS ARTS CANDIDATES 2014: GRADES 10 – 12

#### 1. BACKGROUND

##### 1.1. PLANNING

Planning for the Arts Practical Exams is an important component to the implementation of time management and strategies to ensure curriculum coverage for all Arts subjects. Due to growing number of learners offering arts subjects and limited time available in the 4<sup>th</sup> Term it necessitated the start of some practical exams as early as August 2014.

The time tables for the moderation of Grade 12 practical examinations have been completed and are included in this Assessment Instruction as Annexure 1 - 5.

All Districts and Schools must **verify** and ensure that:

- all schools offering arts subjects are included in the time tables;
- all stakeholders are informed of the dates;

- all arts teachers complete the attached reply slip (Annexure 15) and have submit to the District CES Curriculum by **22 June 2014**;
- all arts teachers have signed the reply slip confirming that they have been informed of the date

District offices will submit reply slips to Head Office, Directorate Curriculum FET Programmes (attention: Mr. J, van der Walt) by **04 July 2014**.

## 1.2. PROCEDURES FOR PRACTICAL EXAMINATIONS (Grades 10 – 12)

To ensure fair and valid assessment, external moderators have been appointed to conduct moderation as required by the NATIONAL PROTOCOL FOR ASSESSMENT which states clearly that Practical Exams must “*be evaluated, checked and authenticated by the teachers before being presented as the learner’s evidence of performance.*” (National Protocol for Assessment, page 6).

### 1.2.1 ROLES AND RESPONSIBILITIES: SCHOOL LEVEL

#### 1.2.1.1 PROCEDURE FOR GRADE 10 - 11 LEARNERS

- Teachers are to ensure that Grade 10 and 11 practical exams are internally examined.
- The components of the practical exams must be moderated by the HOD / Subject Head / Principal.
- Evidence of the moderation is filed in the teacher file.

#### 1.2.1.2 PROCEDURE FOR GRADE 12 LEARNERS

- All Grade 12 learners for Dance Studies, Dramatic Arts and Music will present the practical exam **twice**.
- The components of the practical exams must be presented by the learners and **assessed internally** by the teacher. This is the **first** presentation.
- The components of the practical exams must be moderated by the HOD / Subject Head / Principal.
- The Principal must ensure that all practical exams appear on the School Programme of Assessment as well as on the teacher’s Programme of Assessment.
- Evidence of internal moderation has to be presented at the final external moderation session.
- The Practical examination moderation tools to be used for internal moderation are included with this assessment instruction as **Annexure (6 - 14)**.

- The Practical work for Visual Arts and Design **MUST** be put up as an exhibition, assessed and internally moderated, with the provided moderation tools.
- The exhibition is a **compulsory** component of the PAT.
- An exhibition is a labeled formal display of artworks/ products.
- Teachers have to verify on the itinerary / programme if the indicated venues are suitable for the exhibitions to stay up until external moderation is completed.
- Preferably all exhibitions should be set up within the school premises. If changes are required please indicate the preferred venue on the reply slip.

### 1.2.2 ROLES AND RESPONSIBILITIES: DISTRICT LEVEL

- District Subject Advisor / DCES or CES must ensure that all practical examinations appear on the school's programme of assessment as well as on the teacher's Programme of Assessment.
- District Subject Advisor / DCES or CES must ensure that school complete the first level of the practical examination and that moderation by the SMT has been conducted.
- District Subject Advisor / DCES or CES must ensure that schools are ready for the moderation of practical examinations by provincial external moderators as set out in this Assessment Instruction.
- District Subject Advisor / DCES or CES must ensure that the exhibition as required in the PAT for Visual Arts and Design is put up before the arrival of the external moderator.
- District Subject Advisors / DCES or CES will generate a programme for the monitoring and / or moderation for Grades 10 and 11.
- Subject Advisors / DCES / CES are to ensure that a moderation process for grades 10 and 11 is implemented in 2014.
- By securing standards in grades 10 and 11 we will have the assurance of quality work presented by Grade 12 candidates.
- District programmes for Grade 10 and 11 monitoring and / or moderations needs to be submitted (electronically or in hard copy) to the Directorate: Curriculum FET Programmes (Attention: Mr J van der Walt), Provincial Head Office, on or before the **3<sup>rd</sup> of October 2014.**

### 1.2.3 ROLES AND RESPONSIBILITIES: PROVINCIAL LEVEL

- The Provincial Office will appoint external practical examination moderators.
- The Provincial Office will co-ordinate, monitor and evaluate the external moderation process.
- The external Provincial Moderators will moderate the practical examinations presented by learners (this is the **second** presentation).
  - **Please note** that the external moderator will **NOT** examine the learner but will moderate the marks given by the internal examination process.
- The Provincial Moderator will collect and assess the moderation tools completed by the teacher and the SMT.
- The Provincial Office will monitor and evaluate the Grade 10 – 11 moderation process co-ordinated by districts.

### 2. CONCLUSION:

The moderation process of Grade 12 Practical examinations for the Arts Subjects is an integral and crucial part in the process to ensure valid and fair Grade 12 results.

All relevant officials are requested to ensure that these itineraries are available to all stakeholders as soon as possible to ensure that learners will be prepared in time and be confident in their presentations.

.....  
MR R. TYWAKADI  
DEPUTY DIRECTOR GENERAL: IOM

04/06/2014  
.....  
DATE



ANNEXURE 1

PRACTICAL EXAMINATION MODERATION ITINERARY - DANCE

DANCE							
Provincial Practical Moderation				Eastern Cape 2014			
Moderators: H van Jaarsveld and S. Dickson							
	District	School	Nr. of learners	Date	Time	Day	Venue
1	Port Elizabeth	St Thomas	12	11/08	8.30	Monday	St Thomas
2	Port Elizabeth	Collegiate Theodore Herzle	2 1	11/08	3.00	Monday	C. Johnson Studio/Walmer
3	QUEENSTOWN	Lingelighle High	9	13/08	8.30	Wednesday	Lingelighle High
4	STERKSPRUIT	Lady Grey	14	14/08	8.30	Thursday	Lady Grey
		Lady Grey	4	15/08	8.00	Friday	Lady Grey



**Annexure 2**

**PRACTICAL EXAMINATION MODERATION ITINERARY - DESIGN**

<b>DESIGN</b>							
<b>Provincial Practical Moderation</b>				<b>Eastern Cape 2014</b>			
	<b>District</b>	<b>School</b>	<b>Nr. of learners</b>	<b>Date</b>	<b>Time</b>	<b>Day</b>	<b>Venue</b>
1	Grahams town	CARINUS	27	05NOV	09:00	Wednesday	Carinus
2	Port Elizabeth	VP	6	06NOV	09:00	Thursday	VP
3	Port Elizabeth	PEARSON	25	07NOV	09:00	Friday	Pearson
4	Sterkspruit	LG ART ACADEMY		10NOV	09:00	Monday	LG Art Academy
5	Mount fletcher	UGIE HIGH		11NOV	09:00	Tuesday	UGIE HIGH
6	Butterworth	VULI VALLEY SEC		12NOV	09:00	Wednesday	VULI VALLEY SEC
7	East London	GONUBIE		13NOV	09:00	Thursday	GONUBIE



**Annexure 3**

**PRACTICAL EXAMINATION MODERATION ITINERARY - DRAMATIC ARTS**

	District	School	Nr. of learners	Date	Time	Day	Venue
1	Mt Fletcher	Ugie High School		10 August	09:00	Tuesday	Ugie High School
2	East London	Clarendon		11 August	14:00	Monday	Clarendon
3	East London	Hudson Park		12 August	09:00	Tuesday	Hudson Park
4	East London	Grens		13 August	14:00	Wednesday	Grens
5	East London	Cambridge High		14 August	09:00		Cambridge High
6	East London	Gonubie		14 August	14h00	Thursday	Gonubie
7	Grahamstown	Victoria Girls		15 August		Friday	
8	Queenstown	Lingelihle		18 August	12:00	Monday	Lingelihle
9	Sterkspruit	Lady Grey		19 August	09:00	Tuesday	Lady Grey
10	Sterkspruit	Aliwal North		20 August	12:00	Wednesday	Aliwal North
12	Cradock	Cradock HS		13 October	10:00	Monday	Cradock HS
13	Port Elizabeth	Alexander Road		14 October	09:00	Tuesday	Alexander Road
14	Uitenhage	Maclachlan		15 October	11:00	Wednesday	Maclachlan
15	Uitenhage	Global Leadership Academy		15 October	10:30	Wednesday	Global Leadership Academy
16	Port Elizabeth	Victoria Park		16 October	14:00	Thursday	Victoria Park
17	Port Elizabeth	Insight Edu college		16 October	09:00	Thursday	Victoria Park
18	Port Elizabeth	Pearson		17 October	14:00	Friday	Pearson
19	Port Elizabeth	Collegiate		17 October	14:00	Friday	Pearson
20	Port Elizabeth	Grey Boys		17 October	14:00	Friday	Pearson
21	Port Elizabeth	D.F. Malherbe		18 October	10:00	Saturday	D.F. Malherbe
22	Port Elizabeth	Theodore Herzl		20 October	09:00	Monday	Theodore Herzl
23	Mbizana	Nongeke		21 October		Tuesday	Nongeke
24	Mbizana	Ntabezulu		22 October		Wednesday	Ntabezulu



Annexure 4

**PRACTICAL EXAMINATION MODERATION ITINERARY - MUSIC**

Music Provincial Practical Examination Moderation 2014 Moderator: To be confirmed							Eastern Cape
	District	School	Nr. of learners	Date	Time	Day	Venue
1	East London	Selborne College	6	13/10	8:15am - 12:30pm	Monday	Selborne College
2	East London	Clarendon High	5	13/10	1:30pm - 5pm	Monday	Clarendon High
3	East London	Hoërskool Grens	4	14/10	8:15am - 11:30am	Tuesday	Hoërskool Grens
4	East London	Hudson Park High	3	14/10	12:30pm - 2pm	Tuesday	Hudson Park High
5	East London	Stirling High	12	15/10	8:15am - 5pm	Wednesday	Stirling High
6	East London	Cambridge High	8	16/10	8:15am - 3pm	Thursday	Cambridge High
7	King Williams Town	Kingsridge High		17/10	8:15am - 5pm	Friday	Kingsridge High
8	Butterworth	Vuli Valley		20/10	8:15am - 5pm	Monday	Vuli Valley
9	Butterworth	J.J. Njeza		21/10	8:15am - 5pm	Tuesday	J.J. Njeza
10	Butterworth	Blythswood		22/10	8:15am - 5pm	Wednesday	Blythswood

Music Provincial Practical Examination Moderation Moderator: Petrus Meyer							Eastern Cape 2014
	District	School	Nr. of learners	Date	Time	Day	Venue
1	Grahamstown	Greame College	12	30/9	8:15am - 5pm	Tuesday	Greame College
2	Grahamstown	Victoria Girls' High		1/10	8:15am - 5pm	Wednesday	Victoria Girls' High
3	Port Elizabeth	Kwazakhele High	23	2/10 AND 3/10	8:15am - 5pm	Thursday AND Friday	Kwazakhele High
4	Port Elizabeth	Collegiate Girls' High	10	13/10	8:15am - 5pm	Monday	Collegiate
5	Port Elizabeth	Grey High	13	14/10	8:15am - 5pm	Tuesday	Grey High
6	Port Elizabeth	Victoria Park	12  4 (16)	15/10 AND 16/10	8:15am - 5pm 8:15am - 11am	Wednesday AND Thursday	Victoria Park
7	Port Elizabeth	Edu-College	3	16/10	12pm - 2pm	Thursday	







**Annexure 5**

**PRACTICAL EXAMINATION MODERATION ITINERARY - VISUAL ARTS**

**Visual Arts Provincial Practical Moderation**

Moderators: L. Mpapa and A Hattingh

**Eastern Cape 2014**

	District	School	Nr. of learners	Date	Day	Time	Venue
1	Uitenhage	Nico Malan		3/11/14	Mon	10:00	Nico Malan
2	Uitenhage	Global Leadership		3/11/14	Mon		Global Light
3	Uitenhage	Northern Lights		3/11/14	Mon		Global Light
4	Uitenhage	Brandwag		3/11/14	Mon		Brandwag
5	Port Elizabeth	Andrew Rabie		4/11/14	Tues	9:00	Andrew Rabie
7	Port Elizabeth	Hill College		4/11/14	Tues		Hill College
8	Port Elizabeth	Insight L. Centre		4/11/14	Tues		Hill College
9	Port Elizabeth	Alexander Road		4/11/14	Tues		Alexander Road
10	Port Elizabeth	Collegiate		5/11/14	Wed	9:00	Collegiate
11	Port Elizabeth	Grey		5/11/14	Wed		Grey
12	Port Elizabeth	Victoria Park		5/11/14	Wed		Victoria Park
13	Port Elizabeth	Pearson High		6/11/14	Thurs	9:00	Pearson
14	Port Elizabeth	Westering High		6/11/14	Thurs		Westering
15	Port Elizabeth	Lawson Brown		6/11/14	Thurs		Lawson Brown
16	Grahamstown	Graeme College		7/11/14	Fri	8:30	Carinus Art Centre
17	Grahamstown	PJ Olivier		7/11/14	Fri		Carinus Art Centre
18	Grahamstown	Victoria Girls		7/11/14	Fri		Carinus Art Centre
19				7/11/14	Fri		Carinus Art Centre
20	King William's Town	Kingsridge		8/11/14	Sat	8:30	Kingsridge
21	King William's Town	Forbes Grant		8/11/14	Sat		Forbes Grant
22	East London	Clarendon		8/11/14	Sat	14:00	Clarendon
23	East London	Vukuhambe		8/11/14	Sat	16:00	Vukuhambe

24	Butterworth	Ezingcuka High		10/11/14	Mon	9:00	Butterworth
25	Mthatha	Mount Aylif High		10/11/14	Mon		Trinset , Mthatha
26	Sterkpruit	Lady Grey Academy		11/11/14	Tues	9:00	Lady Grey
27	Queenstown	Girls High		12/11/14	Wed	8:30	Girls High
28	Queenstown	Queens College		12/11/14	Wed		Girls High
29	Queenstown	Zamokuhle High		12/11/14	Wed		Girls High
30	Queenstown	Lingelihle High		12/11/14	Wed		Girls High
31	Ngcobo	BathandwaNdondo		12/11/14	Wed		Girls High
32	East London	Cambridge High		13/11/14	Thurs	8:30	Belgravia Art Centre
33	East London	Grens		13/11/14	Thurs		Belgravia Art Centre
34	East London	Hudson Park High		13/11/14	Thurs		Belgravia Art Centre
35	East London	Stirling HighSelborne		13/11/14	Thurs		Belgravia Art Centre





**Province of the  
Eastern Cape  
EDUCATION**

**ANNEXURE 6**

**District:** .....

**Level 1 / Level 2/ Level 3 – Practical Examination Moderation Tool: Term 2/3/4**

**School:** ..... **Dance:** Grade 12

**Date:** ..... **Teacher:** .....

**Learners Names (Learner evidence submitted for moderation)**

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teachers evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator to make detailed notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> each learner were assessed according to the prescribed rubric ( p.47 CAPS)	
2	<input type="checkbox"/> Annual Programme of Assessment( time allocations & dates) <input type="checkbox"/> Selection of dance major indicated( refer to p. 09 CAPS ) <input type="checkbox"/> Exam room: design studio/ classroom	Venue has adequate water & lights? .....
3	<input type="checkbox"/> Choreography journal <input type="checkbox"/> Authenticity certificate	
4	Mid- year Exams: Practical examination ( 100 marks) <input type="checkbox"/> 30 min comprehensive class <input type="checkbox"/> Choreographed set solo of 1-2 mins in the dance major( not in a mix of styles) <input type="checkbox"/> Solo/group improvisation	
5	<b>Trial Exam: Paper 2: Practical examination (100 marks)</b> <input type="checkbox"/> 30 min comprehensive class <input type="checkbox"/> Choreographed set solo of 1-2 mins in the dance major( not in a mix of styles) <input type="checkbox"/> Solo/group improvisation	
6	<b>FINAL EXAMINATION</b> <input type="checkbox"/> June Practical examination ( 100 marks) <input type="checkbox"/> 30 min comprehensive class <input type="checkbox"/> Choreographed set solo of 1-2 mins in the dance major( not in a mix of styles) <input type="checkbox"/> Solo/group improvisation	
7	<input type="checkbox"/> <b>INTERVENTION EVIDENCE( where applicable)</b>	
8	<input type="checkbox"/> <b>INTERNAL MODERATION REPORT</b> <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams <input type="checkbox"/> Mid – year / June <input type="checkbox"/> Trial <input type="checkbox"/> Final	
9	<input type="checkbox"/> <b>Appropriate marksheet available</b> <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams	



**PLEASE NOTE:** Dance forms: African Dance, Classical Ballet, and Contemporary Dance.

**1. Teacher being moderated**

Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....

School stamp
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**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





**Province of the  
Eastern Cape  
EDUCATION**

**ANNEXURE 7**

District: .....

Level 1 / Level 2/ Level 3 – Practical Examination Moderation Tool: Term 3/4

School: ..... Design: Grade 12

Date: ..... Teacher: .....

Learners Names (Learner evidence submitted for moderation)

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teachers evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator to make detailed notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each learner were assessed according to the prescribed rubric ( p.52 CAPS)	
2	<input type="checkbox"/> Annual Programme of Assessment( time allocations & dates) <input type="checkbox"/> Design category indicated( refer to p. 56 CAPS ) Exam room: design studio/ classroom	
3	<input type="checkbox"/> Attendance register of invigilators <input type="checkbox"/> Evidence of exam procedures followed	Venue has adequate water & lights? .....
4	<b>Trial Exam: Paper 2: Practical examination (100)</b> <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Intentions/rationale/ concept minimum 1 page <input type="checkbox"/> Research in the form of drawings minimum 4 pages <input type="checkbox"/> At least 1 tonal drawing/collage/maquette/ preliminary model <input type="checkbox"/> Learners are allowed to complete work at home. 60% to be done in class <input type="checkbox"/> Written notes on processes and progress <input type="checkbox"/> Product ( 50 marks)( to be started a beginning of term) ( not allowed to leave the examination venue)	
5	<b>Term 4FINAL EXAMINATION</b> <input type="checkbox"/> Paper 2: Practical examination ( 100 marks) <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Product ( 50 marks) 18 hours <input type="checkbox"/> Exhibition ( 100 Marks)	
6	<input type="checkbox"/> INTERVENTION EVIDENCE( where applicable)	
7	<input type="checkbox"/> INTERNAL MODERATION REPORT <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams <input type="checkbox"/> Trial <input type="checkbox"/> Final	



8	<input type="checkbox"/> Appropriate mark sheet available <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams	
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**PLEASE NOTE:** Design categories: Visual Communication /Information and Digital Design, Surface Design and Two Dimensional Craft Design, Product and Three Dimensional Craft, Environmental Design.

**1. Teacher being moderated**

Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....

School stamp

**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical Examination Moderation Tool: Term 4

School: .....

Design: Grade 10/11

Date: .....

Teacher: .....

Learners Names (Learner evidence submitted for moderation)

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teachers evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator to make detailed notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> each learner were assessed according to the prescribed rubric ( p.52 CAPS)	
2	<input type="checkbox"/> Annual Programme of Assessment( time allocations & dates) <input type="checkbox"/> Design category indicated( refer to p. 56 CAPS ) Exam room: design studio/ classroom	Venue has adequate water & lights?
3	<input type="checkbox"/> Attendance register of invigilators <input type="checkbox"/> Evidence of exam procedures followed	
4	<b>Trial Exam: Paper 2: Practical examination ( 100 marks)</b> <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Intentions/rationale/ concept minimum 1 page <input type="checkbox"/> Research in the form of drawings minimum 4 pages <input type="checkbox"/> At least 1 tonal drawing/collage/ maquette/ preliminary model <input type="checkbox"/> Learners are allowed to complete work at home. 60% to be done in class <input type="checkbox"/> Written notes on processes and progress <input type="checkbox"/> Product ( 50 marks)( to be started a beginning of term) ( not allowed to leave the examination venue)	
5	<b>Term 4FINAL EXAMINATION</b> <input type="checkbox"/> Paper 2: Practical examination ( 100 marks) <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Product ( 50 marks) 18 hours <input type="checkbox"/> Exhibition ( 100 Marks)	
6	<input type="checkbox"/> INTERVENTION EVIDENCE( where applicable)	



7	<input type="checkbox"/> INTERNAL MODERATION REPORT <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams <input type="checkbox"/> Trial <input type="checkbox"/> Final	
8	<input type="checkbox"/> Appropriate mark sheet available <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams	

**PLEASE NOTE:** Design categories: Visual Communication /Information and Digital Design, Surface Design and Two Dimensional Craft Design, Product and Three Dimensional Craft, Environmental Design.

**1. Teacher being moderated**

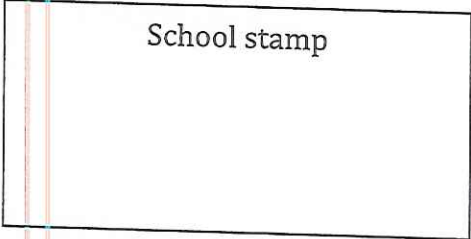
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical EXAMINATION Moderation Tool: Term....

School: ..... Dramatic Arts: Grade 12

Date: .....Teacher: .....

**PROGRAMME TITLES PRESENTED FOR MODERATION**

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator findings.</b> Detailed notes. Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each group presented a written Programme	
2	<input type="checkbox"/> Each group presented a written text	
3	<input type="checkbox"/> <b>Annual Programme of Assessment</b> <input type="checkbox"/> Candidates opting to do the <b>Audition / Technical programme</b> must have provincial approval by end of March	
5	<b>Midyear: Practical exam</b> <input type="checkbox"/> Lesson Preparation and Instructions <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Performance (150 marks) min of 2 genres in programme. Must include 1 individual item and 2 group items.</b> <b>Technical (150 marks) include stage management of a performance and 1 theatre design features.</b>	
6	<b>Trial: Practical Exam</b> <input type="checkbox"/> Lesson Preparation and Instructions <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Performance (150 marks) min of 3 genres in programme. Must include 1 individual item and 2 group items.</b> <b>Technical (150 marks) include stage management of a performance and 2 theatre design features.</b>	
7	<b>Final: Practical Exam</b> <input type="checkbox"/> Lesson Preparation and Instructions <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Final Practical examinations will be moderated by an external provincial panel from August to October( as per provincial programme)</b>  <b>Performance (150 marks) min of 3 genres (100 marks) in programme. Must include 1 individual item and 2 group items.</b> <b>Technical (150 marks) include stage management and 2 theatre design features.</b>	





8	<input type="checkbox"/> <b>Published texts:</b> Evidence that texts performed in the exams are <b>published texts</b> of good quality <input type="checkbox"/> <b>Name of Author</b> clearly visible in programme and text of the programme <input type="checkbox"/> <b>Title of Book</b> that text (extract/poem) comes from is clearly indicated in the programme and text of the programme	
9	<input type="checkbox"/> <b>INTERVENTION EVIDENCE</b>	
10	<input type="checkbox"/> <b>INTERNAL MODERATION REPORT</b> <input type="checkbox"/> <b>SBA</b> <input type="checkbox"/> <b>Practical Exams</b> <input type="checkbox"/> <b>JUNE</b> <input type="checkbox"/> <b>TRIAL</b> <input type="checkbox"/> <b>FINAL</b>	
11	<input type="checkbox"/> <b>APPROPRIATE MARK SHEET AVAILABLE</b> <input type="checkbox"/> <b>SBA</b> <input type="checkbox"/> <b>Practical Exams</b>	

**1. Teacher being moderated:**

Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject Head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....

School stamp

**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical EXAMINATION Moderation Tool: Term 2/4

School: ..... Dramatic Arts: Grade 10/11

Date: .....Teacher: .....

**PROGRAMME TITLES PRESENTED FOR MODERATION**

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	

<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below		<b>Moderator findings.</b> Detailed notes. Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each group presented a written Programme	
2	<input type="checkbox"/> Each group presented a written text	
3	<input type="checkbox"/> <b>Annual Programme of Assessment</b> <input type="checkbox"/> Candidates opting to do the <b>Audition / Technical programme</b> must have provincial approval by end of March	
5	<b>Midyear: Practical exam</b> <input type="checkbox"/> Lesson Preparation and Instructions <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Performance</b> (150 marks) min of 2 genres in programme. Must include 1 individual item and 2 group items. <b>Technical</b> (150 marks) include <b>stage management</b> of a performance and 1 <b>theatre design</b> features.	
6	<b>Final: Practical Exam</b> <input type="checkbox"/> Lesson Preparation and Instructions <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Performance</b> (150 marks) min of 3 genres (100 marks) in programme. Must include 1 individual item and 2 group items.	
7	<input type="checkbox"/> <b>Published texts:</b> Evidence that texts performed in the exams are <b>published texts</b> of good quality <input type="checkbox"/> <b>Name of Author</b> clearly visible in programme and text of the programme <input type="checkbox"/> <b>Title of Book</b> that text (extract/poem) comes from is clearly indicated in the programme and text of the programme	
8	<input type="checkbox"/> <b>INTERVENTION EVIDENCE</b>	
9	<input type="checkbox"/> <b>INTERNAL MODERATION REPORT</b> <input type="checkbox"/> <b>SBA</b> <input type="checkbox"/> <b>Practical Exams</b> <input type="checkbox"/> JUNE <input type="checkbox"/> TRIAL <input type="checkbox"/> FINAL	



10	<input type="checkbox"/>	APPROPRIATE MARK SHEET AVAILABLE	
	<input type="checkbox"/>	SBA	
	<input type="checkbox"/>	Practical Exams	

**1. Teacher being moderated:**

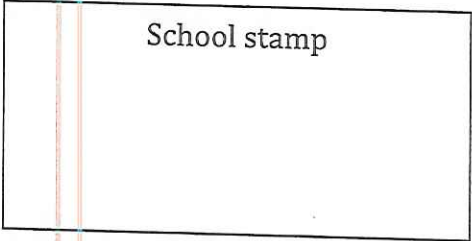
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





**Province of the  
Eastern Cape  
EDUCATION**

**ANNEXURE 11**

**District:** .....

**Level 1 / Level 2/ Level 3 – Practical Moderation Tool: Term....**

**School:** ..... **Music: Grade 12: ALL STREAMS**

**Date:** ..... **Teacher:** .....

**Names of learners who were moderated**

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teacher evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each learner had technical exercises that are taken from one list of an official external examining body	
2	<input type="checkbox"/> Each learner had four performance pieces (three solo pieces & one ensemble piece) of at least Grade 5 level (Grade 5 is a minimum requirement, learners should aim for higher levels than the minimum)	
3	<input type="checkbox"/> Each learner had a sight reading of at least 12 bars comparable to Grade 5 of an official external examining body	
4	<input type="checkbox"/> Each learner had all Aural tests	
5	<input type="checkbox"/> Each learner was assessed according to the prescribed rubric.	
6	<input type="checkbox"/> <b>Annual Programme of Assessment</b> <input type="checkbox"/> Candidates should select their solo pieces from the standard repertoire of Western art music, jazz, rock and pop, or other musical styles for the chosen instrument or voice.	
7.	<b>Mid-year: Practical exam</b> <input type="checkbox"/> Copies of solo and ensemble pieces performed <input type="checkbox"/> Copies of technical exercises <input type="checkbox"/> Evidence of Sight reading and Aural tests performed by a learner. <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>During June examinations learners should be able to perform all 4 pieces.</b> Performance of all pieces (25 X 4=100), Technical work=20, Sight reading=15, Aural tests= 15TOTAL= 150	



8	<b>Trial: Practical exam:</b> <input type="checkbox"/> Copies of solo and ensemble pieces performed <input type="checkbox"/> Copies of technical exercises <input type="checkbox"/> Evidence of Sight reading and Aural tests <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>All pieces must be performed during trial examinations.</b> Performance of all pieces (25 X 4=100), Technical work=20, Sight reading=15, Aural tests= 15TOTAL= 150	
9	<b>Final: Practical exam:</b> <input type="checkbox"/> Copies of solo and ensemble pieces to be performed <input type="checkbox"/> Copies of technical exercises <input type="checkbox"/> Evidence of Sight reading and Aural tests <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Final Practical examinations will be moderated by an external provincial panel from August to October (as per provincial programme).</b> Performance of all pieces (25 X 4=100), Technical work=20, Sight reading=15, Aural tests= 15TOTAL= 150	
10.	<input type="checkbox"/> <b>INTERVENTION EVIDENCE</b>	
11.	<b>INTERNAL MODERATION REPORT</b> <input type="checkbox"/> SBA <input type="checkbox"/> Practical Exams <input type="checkbox"/> JUNE <input type="checkbox"/> TRIAL <input type="checkbox"/> FINAL	
12.	<b>APPROPRIATE MARK SHEET AVAILABLE</b> <input type="checkbox"/> SBA <input type="checkbox"/> Practical Exams	

**1. Teacher being moderated:**

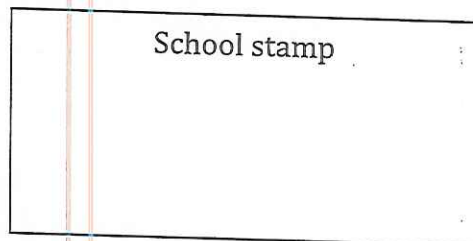
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical Moderation Tool: Term....

School: .....

Music: Grade 11:

**ALL STREAMS**

Date: ..... Teacher: .....

Learners Names that were moderated

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teacher evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each learner had technical exercises that are taken from one list of an official external examining body	
2	<input type="checkbox"/> Each learner had four performance pieces (three solo pieces & one ensemble piece) of at least Grade 4 level (Grade 4 is a minimum requirement, learners should aim for higher levels than the minimum)	
3	<input type="checkbox"/> Each learner had a sight reading of at least 8 bars comparable to Grade 4 of an official external examining body	
4	<input type="checkbox"/> Each learner had all Aural tests	
5	<input type="checkbox"/> Each learner was assessed according to the prescribed rubric.	
6	<input type="checkbox"/> <b>Annual Programme of Assessment</b> <input type="checkbox"/> Candidates should select their solo pieces from the standard repertoire of Western art music, jazz, African music, rock and pop, or other musical styles for the chosen instrument or voice.	
7.	<b>Mid-year: Practical exam</b> <input type="checkbox"/> Copies of solo and ensemble pieces performed <input type="checkbox"/> Copies of technical exercises <input type="checkbox"/> Evidence of Sight reading and Aural tests <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>During June examinations learners should be able to perform all 4 pieces. Performance of all pieces (25 X 4=100), Technical work=20, Sight reading=15, Aural tests= 15.TOTAL= 150</b>	
9	<b>Final: Practical exam:</b> <input type="checkbox"/> Copies of solo and ensemble pieces performed <input type="checkbox"/> Copies of technical exercises <input type="checkbox"/> Evidence of Sight reading and Aural tests <input type="checkbox"/> Rubric <input type="checkbox"/> Evidence of feedback <b>Performance of all pieces (25 X 4=100), Technical</b>	



	work=20, Sight reading=15, Aural tests= 15 TOTAL= 150	
10.	<input type="checkbox"/> INTERVENTION EVIDENCE	
11.	INTERNAL MODERATION REPORT <input type="checkbox"/> SBA <input type="checkbox"/> Practical Exams <input type="checkbox"/> JUNE <input type="checkbox"/> FINAL	
12.	<input type="checkbox"/> APPROPRIATE MARK SHEET AVAILABLE <input type="checkbox"/> SBA <input type="checkbox"/> Practical Exams	

**1. Teacher being moderated:**

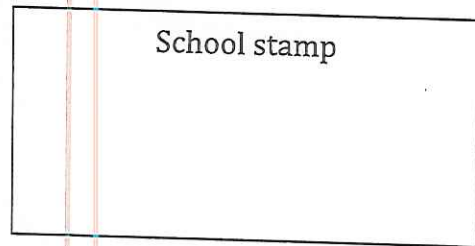
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical Examination Moderation Tool: Term 3/4

School: .....

**VISUAL ARTS: GRADE 12**

Date: .....Teacher: .....

Learners Names (Learner evidence submitted for moderation)

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teachers evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each learner were assessed according to the prescribed rubric ( p.44 CAPS)	
2	<input type="checkbox"/> Annual Programme of Assessment( time allocations & dates) <input type="checkbox"/> Medium of practical work. ( refer to options ) <input type="checkbox"/> Exam room: art studio/ classroom	Venue has adequate water &lights ?
3	<input type="checkbox"/> Attendance register of invigilators <input type="checkbox"/> Evidence of exam procedures followed	
4	<b>Trial Exam: Paper 2: Practical examination ( 100 marks)</b> <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Proposal/rationale at least 1 page <input type="checkbox"/> Investigation & research At least 4 pages <input type="checkbox"/> At least 2 composition drawings /collages/assemblages <input type="checkbox"/> Reflective writing at least 1 page <input type="checkbox"/> Product ( 50 marks)( to be started a beginning of term)	
5	<b>Term 4 FINAL EXAMINATION</b> <input type="checkbox"/> Paper 2: Practical examination ( 100 marks) <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Product ( 50 marks) 18 hours <input type="checkbox"/> Exhibition ( 100 Marks)	
6	<input type="checkbox"/> INTERVENTION EVIDENCE( where applicable)	
7	<input type="checkbox"/> INTERNAL MODERATION REPORT <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams <input type="checkbox"/> Trial <input type="checkbox"/> Final	
8	<input type="checkbox"/> Appropriate mark sheet available <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams	





**PLEASE NOTE:**

- Drawing is compulsory part of all practical options in Visual Arts.
- Options: drawing, painting, sculpture, print making multimedia work, photography, ceramic sculpture, installations, new media work and photography.

**1. Teacher being moderated**

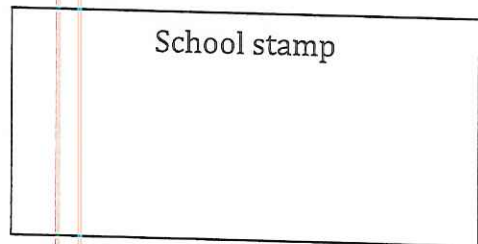
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....





District: .....

Level 1 / Level 2/ Level 3 – Practical Examination Moderation Tool: Term.....

School: ..... **VISUAL ARTS: GRADE 10 / 11**

Date: .....Teacher: .....

Learners Names (Learner evidence submitted for moderation)

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		Teachers evidence	

	<b>POLICY REQUIREMENTS</b> Please tick with a: ✓ or X in the blocks below	<b>Moderator notes of findings.</b> Improvement points and developmental aspect to be suggested.
1	<input type="checkbox"/> Each learner were assessed according to the prescribed rubric ( p.44 CAPS)	
2	<input type="checkbox"/> Annual Programme of Assessment( time allocations & dates) <input type="checkbox"/> Medium of practical work indicated. ( refer to options ) <input type="checkbox"/> Exam room: art studio/ classroom	Venue has adequate water & lights?
3	<input type="checkbox"/> Attendance register of invigilators <input type="checkbox"/> Evidence of exam procedures followed	
4	<b>TERM 4/FINAL PRACTICAL EXAMINATION</b> <input type="checkbox"/> Paper 2: Practical examination ( 100 marks) <input type="checkbox"/> Source work ( 50 marks) <input type="checkbox"/> Proposal/rationale at least 1 page <input type="checkbox"/> Investigation & research At least 4 pages <input type="checkbox"/> At least 2 composition drawings /collages/assemblages <input type="checkbox"/> Reflective writing at least 1 page <input type="checkbox"/> Product ( 50 marks) 18 hours <input type="checkbox"/> Exhibition ( 100 Marks) PATS 1-3	
5	<input type="checkbox"/> INTERVENTION EVIDENCE( where applicable)	
6	<input type="checkbox"/> INTERNAL MODERATION REPORT <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams <input type="checkbox"/> Trial <input type="checkbox"/> Final	
7	<input type="checkbox"/> Appropriate mark sheet available <input type="checkbox"/> SBA <input type="checkbox"/> Practical exams	

**PLEASE NOTE:**

- Drawing is compulsory part of all practical options in Visual Arts.
- Options: drawing, painting, sculpture, print making multimedia work, photography, ceramic sculpture, installations, new media work and photography.

**1. Teacher being moderated**

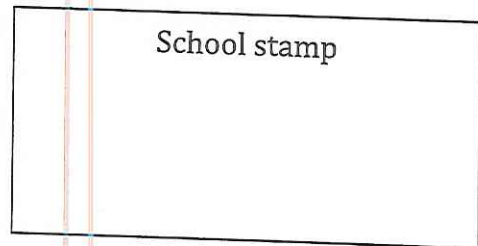
Name: ..... Signature: ..... Date: .....

**2. Moderated by: (Subject head /HOD)**

Name: ..... Signature: ..... Date: .....

**3. Principal:**

Name: ..... Signature: ..... Date: .....



**Departmental official:**

Name: ..... Signature: ..... Date: .....

**Departmental official:**

Name: ..... Signature: ..... Date: .....

F

building blocks for growth.



*Ikamva eliqaqambileyo!*



District: .....

Reply slip – Practical Examination Moderation 2014

School: ..... Subject: ..... Grade 12

Date: ..... Teacher: .....

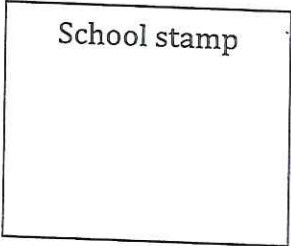
I herewith acknowledge that the date on the practical exam moderation itinerary:

- Is not conflicting with a date on the Grade 12 Trial/final 2014 time table. (Dance, Dramatic Arts and Music)
Is conflicting with a date on the Grade 12 Trial/final 2014 time table. (Dance, Dramatic Arts and Music)
There is no obstacle to have the final exhibition ready on the date indicated for my school at the venue indicated on the itinerary( Visual arts and Design)
There is an obstacle to have the final exhibition ready on the date indicated for my school at the venue indicated on the itinerary( Visual arts and Design)
The date on the itinerary is a problem.

Provide motivation for a date with an obstacle, conflict or problem:

.....
.....
.....

Suggest an alternative date for consideration:.....



1. Teacher

Name: ..... Signature: ..... Date: .....

2. Subject head /HOD

Name: ..... Signature: ..... Date: .....

3. Principal:

Name: ..... Signature: ..... Date: .....

District Subject Advisor or official:

Name: ..... Signature: ..... Date: .....

Received by District Exam Section:

Name: ..... Signature: ..... Date: .....

Received by Head Office:

Name: ..... Signature: ..... Date: .....

