



Province of the
EASTERN CAPE
EDUCATION

ASSESSMENT & EXAMINATION

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ASSESSMENT INSTRUCTION 27 OF 2018

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF EDUCATION SPECIALISTS
SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF ALL FET PUBLIC AND INDEPENDENT SCHOOLS
TEACHER UNIONS / ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 28 MAY 2018

**COMMON PREPARATORY EXAMINATIONS AND CENTRALISED MARKING OF
SOUTH AFRICAN SIGN LANGUAGE HOME LANGUAGE (SASL HL) FOR GRADE 12**

1. The Provincial Department of Education received Circular E12 of 2018, which deals with the common preparatory examinations and centralized marking of examination scripts for 2018 Grade 12 learners who have hearing impairment.
2. The Curriculum and Assessment Policy Statements (CAPS) for SASL HL is currently being implemented in Grade 12. The first Grade 12 National Senior Certificate (NSC) examinations in SASL HL will be written in November 2018.
3. In an attempt to standardize marking in SASL HL, the Department of Basic Education (DBE) has decided that the Grade 12 SASL HL candidates will write a common examination, set by the DBE, in July 2018, and this will be marked centrally at the DBE.



4. **Writing of the common preparatory examination papers**

4.1 The writing of the Grade 12 SASL HL pilot examination is scheduled as follows:

25 July 2018-SASL HL Paper 1

26 July 2018-SASL HL Paper 2

27 July 2018 SASL HL Paper 3

4.2 The principal will receive the compact disk that contains the question papers. After the common preparatory question papers are received by the principal, he or she must take full responsibility as chief invigilator and ensure that all conditions and rules relating to the administration of the NSC examinations are adhered to. The chief invigilator must ensure that:

- a) A teacher who is not a SASL HL teacher but is competent in SASL serves as an invigilator;
- b) The SASL HL teacher must also be available to provide support, where necessary;
- c) A technician must also be available to give technical support.

5. The minimum computer requirements for the administration of the examinations are as follows:

- 1 GHz processor
- 2 GB RAM
- Screen resolution of a minimum 1280x800
- Windows 7 SP1, or above, operating system. (According to Microsoft, this works best on the latest operating system.)
- The browsers used must be the latest versions or the versions immediately preceding the latest versions. At least Net 3.5. Preferred 4.5 LCR.

6. The VideoLAN Client (VLC) media requirements are as follows:

- 3 GHz AMD Athlon processor
- Single-core 1 GB RAM 64/128 MB AMD
- Onboard Graphics
- Windows XP Professional
- Screen resolution 1080p or 720p minimum

7. In terms of the conduct of the examinations, the chief invigilator must ensure that:

- a) The webcams on each laptop are in a working condition for the recording during the writing session
- b) Adobe Flashplayer is downloaded on all laptops to be used during the writing session
- c) The examination paper is to be loaded onto the learners' computers on the morning of the examination
- d) The invigilators are vigilant during the writing of the examinations

- e) After the recording of learner's responses, each learners' response needs to be copied onto a disk and clearly marked with the learner's name
 - f) The disks that contain the recorded responses of candidates are locked away inside the strongroom until 14 August 2018, the day that the SAL HL teacher departs for centralized marking in Pretoria.
8. The centralized marking of SASL HL scripts and training of teachers will be conducted at the DBE in Pretoria on 15, 16 and 17 August 2018 from 8:00 to 16:00 daily.
 9. The affected Districts and principals must ensure that the Common Preparatory Examinations are written on the correct dates and times and any deviation from this would be declared as an irregularity.
 10. TWO teachers per school that offers SASL HL should attend the centralized marking and training.
 11. Each teacher who attends the centralized marking and training should bring a laptop that meets the following requirements:
 - a) An up to date anti-virus programme
 - b) Latest version of Adobe Flashplayer and VLC media player
 - c) Able to play videos on at least Windows Media Player
 12. The centralized marking serves a departmental purpose and therefore teachers will not receive any compensation for marking.
 13. The marks that Grade 12 learners obtain in the common preparatory examinations for SASL HL will form part of the School-Based Assessment (SBA) mark.
 14. In cases where schools wish to provide their Grade 11 learners with exposure to a fully-fledged examination, the Grade 11 learners may be allowed to write the Grade 12 Preparatory examinations. However, the marks of these Grade 11 learners cannot be used as part of SBA.
 15. All Heads of the affected Education institutions are urged to ensure that the copies of this Assessment Instruction are distributed to all FET schools with hearing impaired learners.



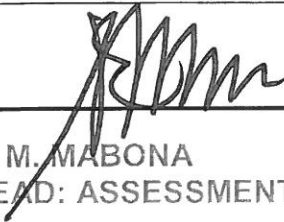
P. VINJEVOLD

(A)DDG: EDUCATION PLANNING EVALUATION AND MONITORING

CIRCULATION SHEET: ASSESSMENT INSTRUCTION 27 OF 2018

COMMENTS:

Supported / ~~Not Supported~~

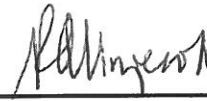

E. M. MABONA
HEAD: ASSESSMENT & EXAMINATIONS

2018-05-28

DATE

COMMENTS:

Approved / Not Approved


P. VINJEVOLD
(A) DDG: E.P.E.M.

2018-05-05

DATE