higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

NOVEMBER EXAMINATION

DAY CARE COMMUNICATION N5

15 NOVEMBER 2016

This marking guideline consists of 7 pages.

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SECTION A: READING SKILLS

QUESTION 1

1.1 1.1.1
- Post
- Facebook
- Twitter
- E-mail
- Website
- Write on thought bubble
- Fax (Any 3 × 1) (3)

1.1.2 Postal Lwandla2030 c/o Strategic Development Information and GIS Department
PO Box 4557, Cape Town (5)

Facebook	www.facebook.com/Lwandlacity2030	(3)
Twitter	www.twitter.com/Lwandlacity2030	(3)
E-mail	Lwandlacity2030@lwandlacity.gov.za	(3)
Website	2030@lwandla.gov.za	(3)
Writing	Lwandlacity 2030, box, council library	(4)
Telephone landline/Cell phone numbers given		
Fax:	086 576 2227	(1)

1.2 Future:
- Housing
- Communities
- Food
- Work
- Business
- Skills
- Transport
- Leisure
- Energy sources
- Interaction
- Your role (Any 10 × 1) (10)

1.3 Vision: internal/way/insight/power of seeing/imagining/looking ahead
Strategy: art of planning operation/skills in managing any affair (2 × 2) (4)

1.4
- Bonteheuwel
- Brooklyn
- Central Library
- Fish Hoek
- Grassy Park
- Hanover Park
- Khayelitsha
- Kraaifontein
- Kuils River
- Lentegeur
- Lwandle Hector Peterson
- Phillipi East
- Strand
- Wynberg (-1 per spelling error) (11)

1.5 The ability to build a better future/Seeking a better standard of living. (2)

1.6 Infrastructures (2)

1.7 To provide and ensure a better future for our children. (3)
[60]

TOTAL SECTION A: 60

SECTION B: LANGUAGE AND STUDY SKILLS

QUESTION 2

2.1
2.1.1 Apostrophe
2.1.2 Question mark
2.1.3 Hyphen
2.1.4 Full stop
2.1.5 Colon
2.1.6 Comma
2.1.7 Slash
2.1.8 At
2.1.9 And
2.1.10 Brackets/Parentheses
(10 × 1) (10)

2.2
2.2.1 Money put away/in with interest/profitable/an asset
2.2.2 Report/Outcome/Effect/End result
2.2.3 Something else/Different possibilities/Substitute/Another
2.2.4 Use of a machine
2.2.5 Ability to do expertly and well/abilities/talents/expertise
(Any 5 × 2) (10)

2.3 2.3.1 Today/Present
2.3.2 City/Urban area
2.3.3 Anti-social
2.3.4 Adults
2.3.5 Give

(5 × 1) (5)

2.4

LAYOUT 2	**GRAMMAR AND SPELLING 3**	**FORMAT/KEY WORDS 10**
Central idea – Lwandla City 2030 and branches (1)	No spelling or punctuation mistakes Appropriate tone and style maintained (3) ONE or TWO spelling or punctuation mistakes Appropriate tone and style maintained (2) More than TWO spelling or punctuation mistakes Appropriate tone and style maintained (1) FULL sentences/Answer word for word from text/-verbatim Many spelling and grammar mistakes (0)	Key words used (3) Information presented in a very short phrases (3) Branching off of information in logical order (3) Information must be grouped together neatly (1)

(15)
[40]

TOTAL SECTION B: 40

SECTION C: CORRESPONDENCE AND CREATIVE WRITING

QUESTION 3

3.1

LAYOUT 7	SPELLING AND GRAMMAR 3	CONTENT 10
Letterhead with necessary details (5) Greeting and ending (2)	Spelling errors -1 per error to maximum of 3 marks	Formal, business-like and polite (2) Introductory paragraph (2) Mention made of positive ideas for Lwandla City (4) Conclusion paragraph/ goodwill sentence (2)

(20)

3.2

CONTENT	GRAMMAR AND SPELLING	LAYOUT /AIDA PRINCIPLE
10	**5**	**5**
At least TWO specific or relevant details (2) What to expect at the meeting/the importance of the meeting (3) Date, time, place (3) Contact details (2)	Mainly full, short sentences Not short-hand, telegram or sms-style of writing Correct spelling and vocabulary used (minus 1 mark per error to a maximum of 5 marks)	Border (1) Sentences are centred, advert is neat and attractive (1) Heading is eye-catching/graphics or logo included (1) Interesting writing styles/fonts are used (1) It appeals to some feeling that makes you want to attend (1)

(20)

3.3

SPEECH **10**	**WELCOME** **10**
Listed 10 keywords, information presented in very short phrases (10 × 1 = 10) Full sentence(s) = 0 (-1 for spelling and or grammar errors to max of 2 marks)	ONE paragraph and FIVE full sentences (5 × 2 = 10) (-1 for spelling and or grammar errors to max of 2 marks/ No paragraph -2 marks)

(20)

3.4

LAYOUT **7**	**SPELLING AND GRAMMAR** **3**	**CONTENT** **10**
Letterhead with necessary details (5) Greeting and ending (2)	Spelling/grammar errors -1 per error to maximum of 3 marks	Formal, business-like and polite (2) Introductory paragraph (2) All relevant complaints mentioned (4) Conclusion paragraph/ goodwill sentence or paragraph (2)

(20)
[80]

TOTAL SECTION C: 80

SECTION C: TEXTUAL STUDIES

QUESTION 4

4.1
- Love
- Proud
- Adoring
- Peace
- Elegant
- Glittering
- Joy
- Hopping
- Delight
- Health
- Wealth
- Jewels
- Golden voice
- Miner's praise
- Unity
- Passion
- Hands are joined together (Any 10 × 1) (10)

4.2 4.2.1 'With baboons'/'proud eye of birds'/'reptiles caress'/'jewels of fish'

4.2.2 'So says its valleys'/where ancient rivers flow'/'so says the veld'/ 'so talk the mountains'/'of cliffs and peaks'

4.2.3 Their hands are joined together/'the golden voice of miner's praise'/'hope in their eyes'

(3 × 2) (6)

4.3 Sandile Dikeni (2)

4.4 4.4.1 'So says'

4.4.2 'Boulder to boulder'/'health and wealth'/'see the … of the sea'

(2 × 1) (2)
[20]

TOTAL SECTION D: 20
GRAND TOTAL: 200

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