

**QUEENSTOWN CAMPUS
STUDENT ASSESSMENT SCHEDULE: 2024**

**NATIONAL CERTIFICATE VOCATIONAL NC(V)
FUNDAMENTAL SUBJECTS**

ENGLISH FIRST ADDITIONAL LANGUAGE LEVEL 2

TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Formal test 1 (Comprehension and summary and/or language structures)	1 hr (50 - 60 marks)	10%	12 March - 19 March
T2:	Oral presentation & Listening test	2 - 3 minutes (20 marks)	5%	12 Feb - 23 Feb
T3:	Functional writing	5 days (shorter functional = 20 marks; Longer functional = 30 marks)	15%	6 May - 17 May
T4:	Formal test 2 (Comprehension and summary and/or language structures)	1 hr (50 - 60 marks)	10%	6 June - 13 June
T5:	Oral presentation (Prepared speech)	2 - 3 minutes (20 marks)	5%	8 Apr - 12 April
T6:	Literature Assignment (Short story)	5 days (50 - 80 marks)	25%	12 Aug - 16 Aug
T7:	Internal examination (Paper 1 & Paper 2)	Paper 1: 2 hrs - 120 marks Paper 2: 2hrs - 60 marks	30% (15% - P1; 15% - P2)	26 Aug - 17 Sept
EXTERNAL EXAMINATION				4 November - 6 December

ENGLISH FIRST ADDITIONAL LANGUAGE LEVEL 3

TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Formal test 1 (Comprehension & summary and/or grammar)	1 hr (50 - 60 marks)	10%	12 March - 19 March
T2:	Oral presentation & Listening test	2 - 3 minutes (40 marks)	5%	12 Feb - 23 Feb
T3:	Functional writing	5 days (shorter functional = 20 marks; Longer functional = 30 marks)	15%	6 May - 17 May
T4:	Oral presentation (prepared subject-related speech)	3 - 5 minutes (40 marks)	5%	8 Apr - 12 April
T5:	Formal test 2 Comprehension & Summary and/or language structures and/or theory)	1 hr (50 - 60 marks)	10%	6 June - 13 June
T6:	Literature Assignment (Poetry)	5 days (50 - 80 marks)	25%	12 Aug - 16 Aug
T7:	Internal examination (Paper 1 & Paper 2)	Paper 1: 2 hrs - 120 marks Paper 2: 2hrs - 60 marks	30% (15% - P1; 15% - P2)	26 Aug - 17 Sept
EXTERNAL EXAMINATION				4 November - 6 December

ENGLISH FIRST ADDITIONAL LANGUAGE LEVEL 4

TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Formal test 1 (Comprehension & Summary and/or Language structures and/or communication theory)	1 hr 45 min (50 - 60 marks)	10%	12 March - 19 March
T2:	Oral presentation (Job interview)	20 minutes (40 marks)	5%	12 Feb - 23 Feb
T3:	Functional writing	5 days (shorter functional = 20 marks; Longer functional = 30 marks)	15%	6 May - 17 May
T4:	Oral presentation Prepared subject-related speech)	5 - 10 minutes (40 marks)	5%	8 Apr - 12 April
T5:	Formal test 2 (Comprehension & Summary and/or Language structures and/or communication theory)	1 hr 45 min (50 - 60 marks)	10%	6 June - 13 June
T6:	Literature assignment (Film study AND/OR Novel study)	5 days (50 - 80 marks)	25%	12 Aug - 16 Aug
T7:	Internal examination (Paper 1 & Paper 2)	Paper 1: 2 hrs - 120 marks Paper 2:	30% (15% - P1; 15% - P2)	26 Aug - 17 Sept
EXTERNAL EXAMINATION				4 November - 6 December

LIFE SKILLS & COMPUTER LITERACY LEVEL 2				
TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Practical assignment (Personal & Career development, Learning skills)	5 days (50 marks)	20%	12 Feb - 23 Feb
T2:	Formal practical test (ICT: Word processing)	1 hr (50 marks)	10%	12 March - 19 March
T3:	Formal test (Life skills: Health & Well-being))	1 hr (50 marks)	10%	6 June - 13 June
T4:	Formal practical test (ICT): Excel / Internet and email	1 hr (50 marks)	10%	6 June - 13 June
T5:	Project assignment (Life skills: Citizenship)	5 - 10 days (70 marks)	20%	15 - July - 19 July (finalised) *dates for volunteering to be announced in class
T6:	Practical assignment (ICT): Cisco Get connected	1 hr	10%	15 July - 26 July
T7:	Internal examination (Paper 1 - Life skills & Paper 2 - Computer Literacy)	P1 - 2hrs (100marks) P2 - 2hrs (100marks)	20% (P1 = 10%; P2 = 10%)	26 Aug - 17 Sept
	EXTERNAL EXAMINATION	Life Skills & Computer Literacy P2		28 Oct - 1 Nov
	EXTERNAL EXAMINATION			4 November - 6 December
LIFE SKILLS & COMPUTER LITERACY LEVEL 3				
TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Practical assignment (Personal & Career development, Learning skills)	5 days (50 marks)	20%	12 Feb - 23 Feb
T2:	Formal practical test (ICT: Word processing)	1 hr (50 marks)	10%	12 March - 19 March
T3:	Formal test (Life skills: Health & Well-being))	1 hr (50 marks)	10%	6 June - 13 June
T4:	Formal practical test (ICT): Excel spreadsheets / Powerpoint and Internet	1 hr (50 marks)	10%	6 June - 13 June
T5:	Project assignment (Life skills: Citizenship)	5 - 10 days (70 marks)	20%	15 - July - 19 July (finalised) *dates for volunteering to be announced in class
T6:	Practical assignment (ICT): Cisco Cybersecurity	1 hr	10%	15 July - 26 July
T7:	Internal examination (Paper 1 - Life skills & Paper 2 - Computer Literacy)	P1 - 2hrs (120 marks) P2 - 2 hrs (100 marks)	20% (P1 = 10%; P2 = 10%)	26 Aug - 17 Sept
	EXTERNAL EXAMINATION	Life Skills & Computer Literacy P2		28 Oct - 1 Nov
	EXTERNAL EXAMINATION			4 November - 6 December
LIFE SKILLS & COMPUTER LITERACY LEVEL 4				
TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Practical assignment (Personal & Career development, Learning skills)	5 days (50 marks)	20%	12 Feb - 23 Feb
T2:	Formal practical test (ICT: Word processing)	1 hr (50 marks)	10%	12 March - 19 March
T3:	Formal test (Life skills: Health & Well-being))	1 hr (50 marks)	10%	6 June - 13 June
T4:	Formal practical test (ICT): Excel spreadsheets	1 hr (50 marks)	10%	6 June - 13 June
T5:	Project assignment (Life skills: Citizenship (voting))	5 - 10 days (100 marks)	20%	15 - July - 19 July (finalised)
T6:	Practical assignment (ICT): Database and Internet practical	1 hr (50 marks)	10%	15 July - 26 July
T7:	Internal examination (Paper 1 - Life skills & Paper 2 - Computer Literacy)	P1 - 3hrs (150 marks) P2 - 2hrs (100 marks)	20% (P1 = 10%; P2 = 10%)	26 Aug - 17 Sept
	EXTERNAL EXAMINATION	Life Skills & Computer Literacy P2		28 Oct - 1 Nov
	EXTERNAL EXAMINATION			4 November - 6 December
MATHEMATICAL LITERACY / MATHEMATICS (L2 - L4)				
TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Formal test 1	1 hr (50 marks)	10%	12 March - 19 March
T2:	Assignment	completed over 3 days in class	10%	12 Feb - 23 Feb
T3:	Formal test 2	1 hr (50 marks)	10%	30-Apr
T4:	Formal test 3	2hrs (70 marks)	20%	6 June - 13 June
T5:	Assignment	completed over 3 days in class	10%	6 May - 17 May
T6:	Practical assessment / Assignment	completed over 3 days in class	10%	15 July - 19 July
T7:	Internal examination (Paper 1 & Paper 2)	P1 = 3hrs (150 marks) P2 = 3hrs (150 marks)	30% (P1 = 15%; P2 = 15%) (P1)	26 Aug - 17 Sept
	EXTERNAL EXAMINATION			4 November - 6 December
VOCATIONAL SUBJECTS				
TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	Formal test 1 **	1hr (50 marks)	10%	12 March - 19 March
T2:	PAT 1 (L3 & L4) / Practical assignment 1 (L2)	5 days	25%	12 Feb - 23 Feb
T3:	PAT 2 (L3 & L4) / Practical assignment 2 (SIM task - L2)	5 days	25%	6 May - 17 May
T4:	Formal test 2 **	1hr (50 marks)	10%	6 June - 13 June

T5:	Internal Examination	As per Internal Examinations (P1 & P2 where applicable)	30%	26 Aug - 17 Sept
	ISAT	SEE SCHEDULE		12 Aug - 16 Aug (to be finalised)
	EXTERNAL EXAMINATION			4 November - 6 December

*** Scope to be provided by subject lecturer*

COMPUTER HARDWARE AND SOFTWARE LEVEL 3

TASK	ASSESSMENT	TIME & MARK ALLOCATION	% CONTRIBUTION TO YEAR MARK	ASSESSMENT DATE (*timetable for exact test dates and exam dates - to be announced)
T1:	IT Essentials: Online Assessment - Cert Checkpoint #1 (<i>IT Essentials PC Hardware & Preventative Maintenance</i>)	1 hour (100 marks)	10%	12 March - 19 March
T2:	Practical Assessment/Assignment (PAT1): <i>IT Essentials PC Assembly & Advanced Computer Hardware</i>	Determined by the scope and nature of the task	25%	12 Feb - 23 Feb
T3:	Practical Assessment/Assignment (PAT2): <i>IT Essentials Skills Assessment - Chapters 1 - 9</i>	Determined by the scope and nature of the task	25%	6 May - 17 May
T4:	IT Essentials Online Final Exam Composite (Chapters 1 - 14)	90 minutes (100 marks)	10%	6 June - 13 June
T5:	Internal Examination *	As per Internal Examinations (P1 & P2 where applicable)	30%	26 Aug - 17 Sept

* The IT Essential tasks will be written online

ISAT	SEE SCHEDULE	12 Aug - 16 Aug (to be finalised)
EXTERNAL EXAMINATION		4 November - 6 December

DATA COMMUNICATIONS & NETWORKING LEVEL 4

T1:	CCNA Introduction to Network Online Assessment Modules 1 - 3	1 Hour (100 marks)	10%	12 March - 19 March
T2:	Practical Assessment/Assignment (PAT1): <i>Lab 3.7.10: Use Wireshark to view Network Traffic</i>	Determined by the scope and nature of the task	25%	12 Feb - 23 Feb
T3:	Practical Assessment/Assignment (PAT2): <i>Lab 10.4.4: Build a Switch and Router Network</i>	Determined by the scope and nature of the task	25%	6 May - 17 May
T4:	CCNA Introduction to Network Online Assessment Final Exam: ITN Hands on Skills Exam	90 minuter (100 marks)	10%	6 June - 13 June
T5:	Internal Examination *	As per Internal Examinations (P1 & P2 where applicable)	30%	26 Aug - 17 Sept

*CCNA tasks will be written online

ISAT	SEE SCHEDULE	12 Aug - 16 Aug (to be finalised)
EXTERNAL EXAMINATION		4 November - 6 December

SIGNED:



Campus Manager:

HM du Preez

Date: ____15__ / ____01____ / 2024