



UMnyango WezeMfundo

Lefapha la Thuto

Department of Education

Departement van Onderwys

GAUTENG DEPARTMENT OF EDUCATION

ENGINEERING GRAPHICS AND DESIGN

SCHOOL - BASED ASSESSMENT

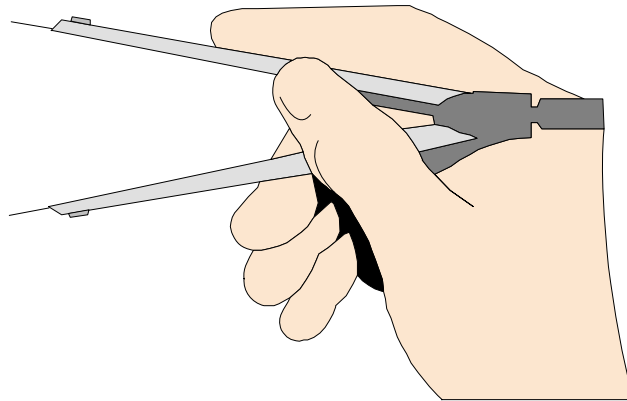


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1. INTRODUCTION

This document provides guidelines for continuous assessment in the National Curriculum Statement Grade 12. The guidelines must be read in conjunction with *The National Senior Certificate: A Qualification at Level 4* on the National Qualifications Framework (NQF) and the relevant Subject Assessment Guidelines.

Assessment is an integral part of teaching and learning. For this reason assessment should be part of every lesson and teachers should plan assessment activities to complement learning activities.

Continuous assessment through informal daily assessment and the formal Programme of Assessment should be used to:

- Develop learners knowledge skills and values;
- Assess learners strengths and weaknesses;
- Provide additional support to learners;
- Revisit and revise certain sections of the curriculum; and
- Motivate and encourage learners.

In Grade 12 the Internal Programme of Assessment counts 25% and is set and marked internally and externally moderated. The remaining 75% of the final mark for certification in Grade 12 is externally set, marked and moderated.

PROGRAMME OF INTERNAL ASSESSMENT (100 MARKS- 25% OF PROMOTION MARK)

ASSESSMENT TASKS	TERM 1	TERM 2	TERM 3	TERM4	FINAL PROMOTION MARK
Tests	1		1		30 (7.5%)
Examination (midyear and trial)		1	1		40 (10 %)
Assignments: Case studies / Investigation / Application of drawing skills	1	1			30 (7.5%)
					100 (25%)

2. CONTENT OF SCHOOL-BASED ASSESSMENT.

A variety of items is organized in a certain format which will then form the learners portfolio. The collection of portfolio items from the different components of the curriculum makes the portfolio an instrument for documentation and analysis of the learner's progress throughout the year.

The EGD portfolio for Grade 12 must include the following items.

Assignment 1	Assignment 2
Emphasis on 1 st angle orthographic projection.	Emphasis on 3rd angle orthographic projection.
<ul style="list-style-type: none"> • Perspective Drawing (2-point) • Development & Interpenetration • Analytical: Civil / Electrical applications • Civil / Electrical Drawings. 	<ul style="list-style-type: none"> • Isometric Drawings • Loci: Cam / Helix / Cycloid • Analytical: Mechanical applications • Assembly : Mechanical

3. BREAKDOWN OF THE COMPONENTS OF CASS

3.1 Tests

The tests in Engineering Graphics and Design must be substantive in terms of time and marks. For example, a test should be at least 60 minutes and count a minimum of 50 marks. Tests should include theory on graphical communication and presentation, Codes of practice, computer hardware and the impact of EGD on resources and values along with the formulation and application of design briefs.

3.2 Practical Assignments

In Engineering Graphics and Design an assignment comprises a series of practical activities and could involve case studies , design questions, application exercises, an investigation on EGD related issues from Learning Outcome1 or aspects of Learning Outcomes 2,3 and 4. In essence an assignment is shorter than a project and is focused on a particular Assessment Standard or a small cluster of Assessment Standards. They require of learners to apply their knowledge to carry out a given task in a given situation.

3.2 Examinations

The mid-year and trial examinations for Grade 12 should each consist of two papers counting 100 marks each. The duration of the papers is 3 hours each. All questions are compulsory. The questions should be set in such a way that they assess the knowledge and skills covered in all EGD Learning Outcomes. The trial examination should be closely related to the final examination in terms of time allocation, layout and subject requirements. See Subject Assessment Guidelines (Appendix 3) for weighting of cognitive levels and layout of paper and subject requirements.

4. THE EDUCATOR PORTFOLIO (Master file / memorandum file)

The Educators portfolio must accompany the Learner's portfolio when moderation takes place.

The following information should be in the Educator's Portfolio

- Index;
- The Working Mark Sheet;
- The Control List;
- The name of the school, teacher and subject;
- The instructions and complete model answers for assessment tasks and tests; and
- The marking memorandum of all tests and assignments (different sections must be separated by interleaves).

5. LEARNER EVIDENCE PORTFOLIO

The following information should be in the Learner's Portfolio

- Index;
- Consolidation Mark Sheet;
- All tests;
- Mid year and Trial Examinations;
- Practical Assignments; and
- Declaration

6. MODERATION OF THE ASSESSMENT TASKS.

Moderation of the assessment tasks takes place at **three** levels.

LEVEL	MODERATION REQUIREMENTS
School	<p>The Programme of Assessment should be submitted to the subject head and School Management Team before the start of the academic year for moderation purposes.</p> <p>Each task which is to be used as part of Assessment should be submitted to the subject head for moderation before learners attempt the task.</p> <p>Teacher portfolios and evidence of learner performance should be moderated twice a year by the head of the subject or his/her delegate.</p>
Cluster / District	<p>Teacher portfolios and a sample of evidence of learner performance must be moderated twice during the first three terms.</p>
Provincial/ National	<p>Teacher portfolios and a sample of evidence of learner performance must be moderated once a year.</p>

Annexure A

**ENGINEERING GRAPHICS AND DESIGN
CONSOLIDATION SCHEDULE**

NAME OF LEARNER:.....

EXAMINATION NUMBER.....

SCHOOL:.....

	TOTAL	OBTAINED	MOD. MARK	COMMENTS
Practical Assignment 1	15			
Practical Assignment 2	15			
Tests	30			
Midyear Exam Trial Exam	40			
	100			
% Promotion mark	25%			

Each learner is required to present his/her drawings in a folder for assessment by the school and moderation by the department. This mark sheet must be placed in front of the folder before being submitted to the department.

We hereby certify that these marks are a true reflection of above learners' work		
	SIGNATURE	DATE
LEARNER		
EDUCATOR		
PRINCIPAL		

<p>SCHOOL STAMP</p>

**ENGINEERING GRAPHICS AND DESIGN
CHECKLIST**

NAME / EXAM. NO.

1	LEARNER FILE	Yes	No
	Thoroughly bound		
	Prescribed sections in file		
	Sections separated by interleaves		
2	EDUCATOR FILE		
	Thoroughly bound		
	Working Marksheet		
	School name / Centre number		
	Name of educator		
	Memoranda for all sections		
	Sections separated with interleaves		
3	CONSOLIDATION SHEET		
	Consolidation sheet in Learner File		
	Mark allocation corresponds with working mark sheet		
	Examination and centre number present		
4	CLASSWORK / ASSIGNMENTS		
	Instructions clear		
	Standard acceptable		
	All work marked and signed		
	Internally moderated		
	Cluster moderated		

	Name and Signature	Date
Head of Department		
Educator		
Moderator		

ENGINEERING GRAPHICS AND DESIGN Annexure C

SCHOOL-BASED ASSESSMENT- SCHOOL / CLUSTER MODERATION

School:.....

Cluster:.....

Educator:.....

Date:.....

Assignment 1				
Content	Name of Learner(s)	Mod. Mark	Comments	Moderated by (Educator & School)
1. Perspective				
2. Dev. & Interp.				
3. Analytical- Civil / Electrical				
4. Civil / Electrical Drawing				

Assignment 2				
Content	Name of Learner(s)	Mod. Mark	Comments	Moderated by (Educator & School)
1. Isometric				
2. Loci				
3. Analytical- Mechanical				
4. Assembly : Mechanical				

Tests & Examinations				
Content	Name of Learner(s)	Mod. Mark	Comments	Moderated by (Educator & School)
1. Tests (Term 1)				
2. Tests (Term 3)				
1. Mid year exam.				
2. Trial exam.				

School: _____

Learner: _____

Grade: 12

Engineering Graphics Design

Engineering Graphics and Design 200 Grade 12 Assessment

A - Internal (25%)

TERM 1	Marks	Total	Obtained	Mod. Mark	Moderated (Signatures)		Comments
					HOD	CLUSTER	
ASSIGNMENT 1		15					
Perspective							
Develop & Interp.							
Civil Analytical							
Civil Electrical							
TEST 1		15					
T1		30					
REPORT 1		100					

TERM 2	Marks	Total	Obtained	Mod. Mark	Moderated (Signatures)		Comments
					HOD	CLUSTER	
ASSIGNMENT 2		15					
Isometric							
Loci – cams - etc							
Mechanical							
Mechanical Ass.							
JUNE EXAM		20					
Paper 1							
Paper 2							
T2		35					
REPORT 2		100					

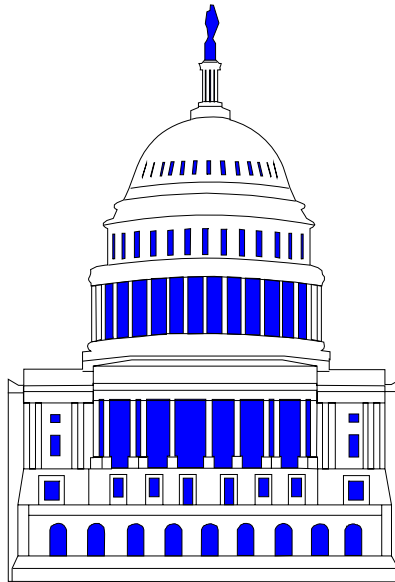
TERM 3	Marks	Total	Obtained	Mod. Mark	Moderated (Signatures)		Comments
					HOD	CLUSTER	
TEST 2		15					
PRELIM		20					
Paper 1							
Paper2							
T3		35					
REPORT 3		100					

The School – Based Assessment Guide for Engineering Graphics and Design was compiled by the following individuals:

- Louis J Grobler - Manager for Engineering Graphics and Design in Gauteng
- Neville Haworth - Facilitator for Engineering Graphics and Design in districts
- Willem Goodchild - Facilitator for Engineering Graphics and Design in districts
- Morgan Govender - Facilitator for Engineering Graphics and Design in districts
- Willem Dalton - Facilitator for Engineering Graphics and Design in districts
- Stephan Coetzee - Facilitator for Engineering Graphics and Design in districts
- Johan Prince - Facilitator for Engineering Graphics and Design in districts

SCHOOL / SKOOL: _____

ENGINEERING GRAPHICS AND DESIGN



PORTFOLIO / PORTEFEULJE

NAME / NAAM: _____

GRADE / GRAAD: _____

INDEX / INHOUDSOPGAWE

1. Continuous moderation report /
Deurlopende modereringsverslag
2. Declaration by learner / Verklaring deur leerder
3. Summary of marks / Opsomming van punte
4. PRACTICAL TASK 1 / PRAKTIESE OPDRAG 1
5. PRACTICAL TASK 2 / PRAKTIESE OPDRAG 2
6. TESTS / TOETSE
7. EXAMINATIONS / EKSAMENS



ENGINEERING GRAPHICS AND DESIGN**1****Portfolio / Portefeulje****Continuous moderation report /
Deurlopende modereringsverslag**

School moderation / Skoolmoderering:		
Date / Datum	Signature / Handtekening	Comments / Opmerkings

Cluster moderation / Groepsmoderering:		
Date / Datum	Signature / Handtekening	Comments / Opmerkings

ENGINEERING GRAPHICS AND DESIGN**2****DECLARATION BY LEARNER**

<p>SCHOOL:</p> <hr/> <p>NAME OF LEARNER: _____ (Surname and First name)</p>

I hereby declare that all pieces contained in this portfolio, are my own, original work and that if I have made use of any source, I have acknowledged this.

I agree that if it is determined by the competent authorities that I have engaged in any fraudulent activities whatsoever in connection with my Continuous Assessment mark, then I shall forfeit completely the marks gained for this assessment.

CANDIDATE'S SIGNATURE

DATE

As far as I know, the above statement by the candidate is true and I accept that the work offered is his / her own.

EDUCATOR'S SIGNATURE

DATE

SCHOOL STAMP

INGENIEURSGRAFIKA EN ONTWERP**VERKLARING DEUR LEERDER**

<p>SKOOL: _____</p> <p>NAAM VAN LEERDER: _____ (Van en voorname)</p> <p>NAAM VAN OPVOEDER: _____</p>

Hiermee verklaar ek dat alle werkstukke soos ingesluit in my portefeulje my eie oorspronklike werk is en indien ek van enige bron gebruik gemaak het, ek daaraan erkenning verleen het.

Ek stem toe dat indien die bevoegde gesagsdraers sou vasstel dat ek betrokke is in enige oneerlike bedrywighede van watter aard ook al betreffende my deurlopende assesseringspunt, ek al die punte vir hierdie assessering sal verbeur.

HANDTEKENING VAN LEERDER**DATUM**

Hiermee verklaar ek, sover my kennis strek, dat bogenoemde verklaring deur die leerder waar is en dat die werk vervat in die portefeulje sy / haar eie werk is.

HANDTEKENING VAN OPVOEDER

DATUM

<p>SKOOLSTEMPEL</p>

ENGINEERING GRAPHICS AND DESIGN / SIVIELE TEGNOLOGIE

3

PORTFOLIO / PORTEFEULJE

Assessment Tasks / Assesseringstake:

Tests / Toetse

1	Term one / Eerste kwartaal		100
2	Term three / Derde kwartaal		100

	Total / Totaal		200		5
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Practical tasks / Praktiese opdragte

1	Term one / Eerste kwartaal		100		5
2	Term two / Tweede kwartaal		100		5

Examinations / Eksamens

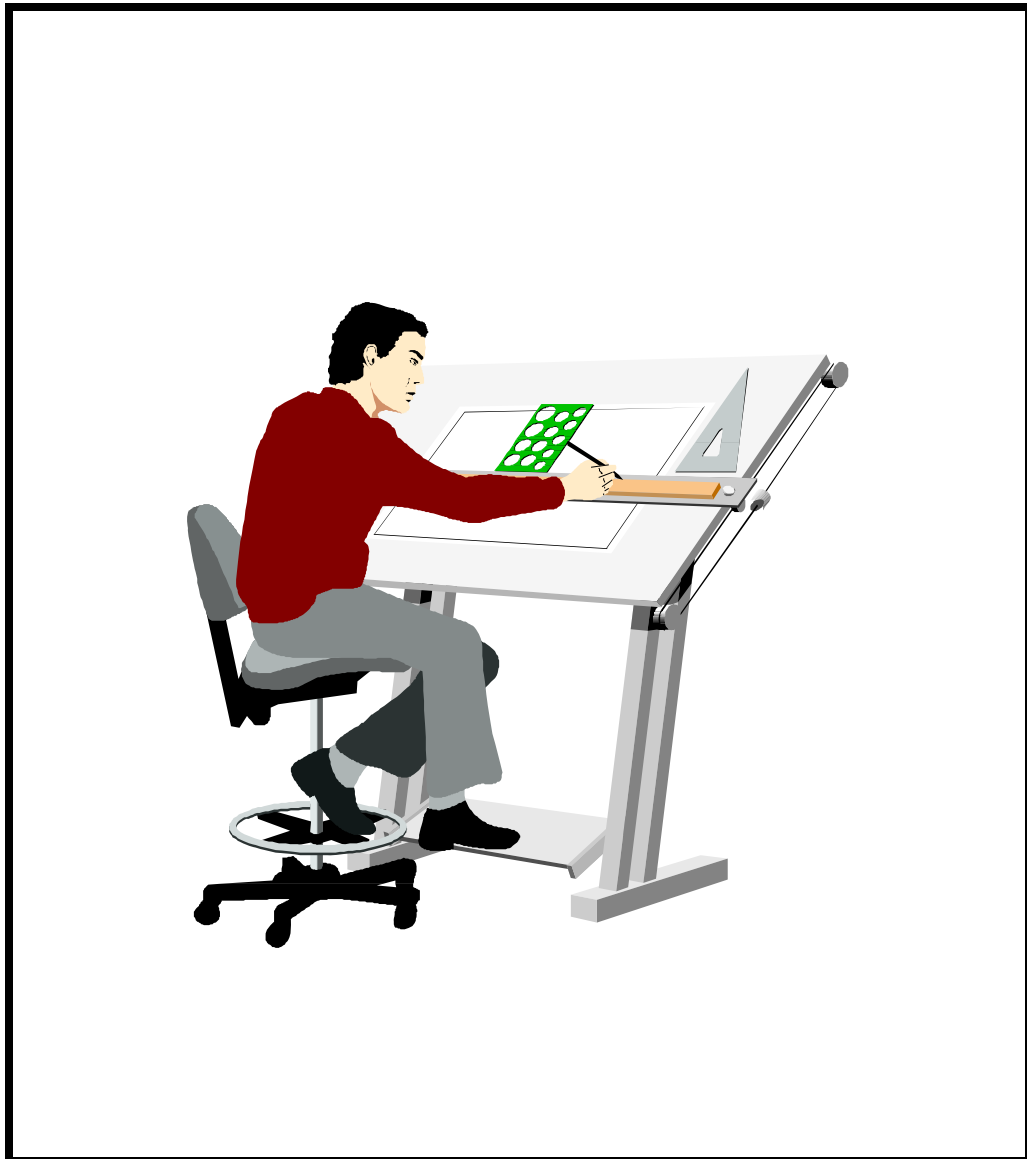
1	Midyear Examination / Halfjaareksamen		200		5
2	Preparatory Examination / Vorbereidende Eksamen		200		5

Av / Gem

	25
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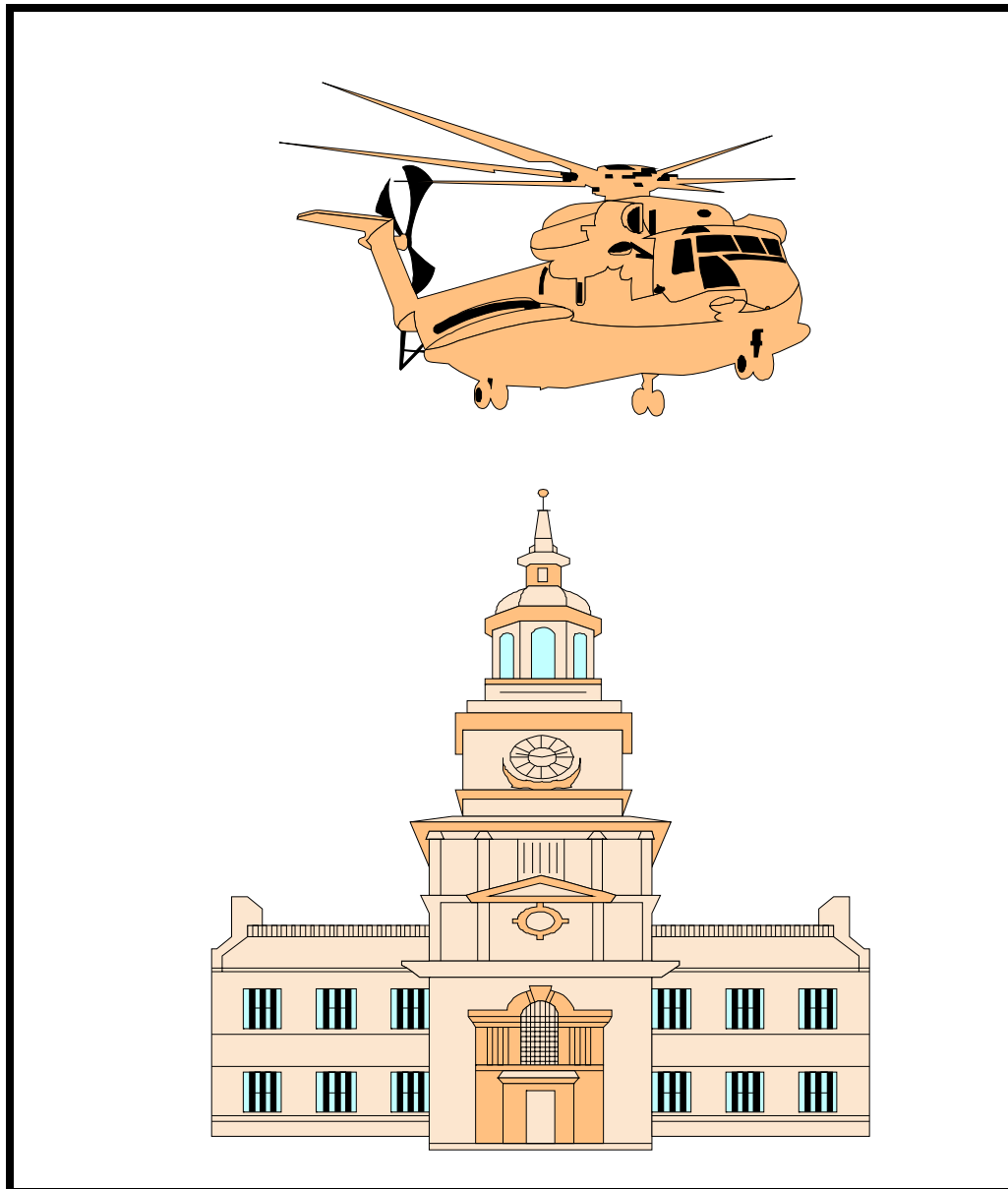
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PRACTICAL TASK / PRAKTIESE OPDRAG	1
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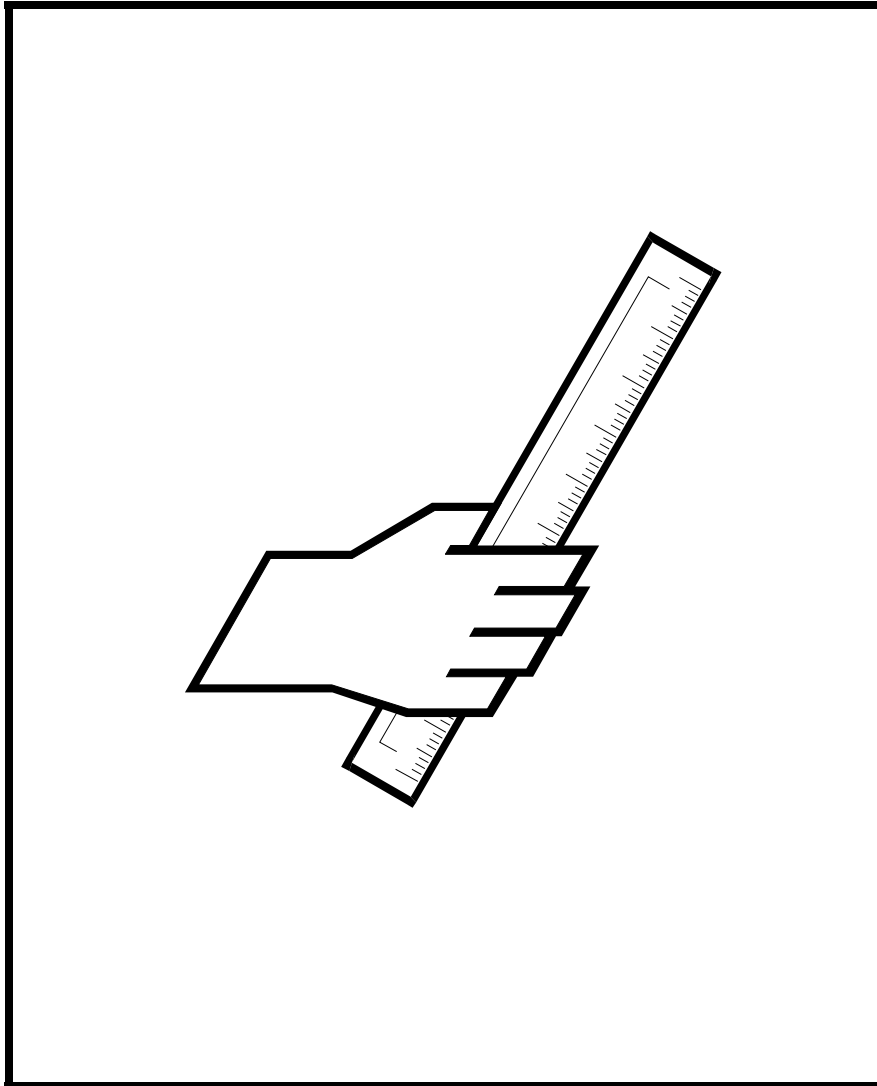


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PRACTICAL TASK / PRAKTIESE OPDRAG	2
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TOETSE / TESTS



EXAMINATIONS / EKSAMENS

