

English Second Language

Paper 3

HG

MEMORANDUM**Section A**

All questions are marked according to the approved Umalusi grid out of 40.

Question 1- Being a success!

- Narrative essay/ expository
- Candidate should mention what he/she regards as success
- Candidate should give examples of people who have achieved success
- Tone should be positive (40)

Question 2 – What a match!

- Descriptive/ narrative essay
- Candidate should describe the sounds, moods and emotions he/she experienced during the match
- The candidate should not focus primarily on the match itself, but especially on the reaction of the crowd and players during the match
- The outcome of the match is not all important
- Focus on one match only (40)

Question 3 – Schools - the heartbeat of the community

- Expository
- Candidate should state what activities are offered after school hours
- How the parties benefit from this arrangement should be explained
- Candidate should concentrate on schools having potential to host different activities
- Guard against only one activity or time frame (40)

Question 4 – An unforgettable family gathering

- Narrative/ descriptive essay
- Should be positive
- Excitement and enjoyment should be evident
- Candidate should mention why it was an unforgettable gathering
- Should refer to ONE gathering only
- Should refer to a family gathering and not to a party with friends (40)

Question 5 – The aged

- Expository / discursive
- Candidate should clearly state the contribution of the aged in society
- It should refer to the elderly
- Examples should be used to illustrate how the candidate's life has been enriched by the aged
- Arguments should be sound (40)

Total for Section A: 40

Section B

All questions are marked according to the approved Umalusi grid out of 20

Question 6 – Informal letter

- Tone reflected should be happy and positive
- Three areas of focus should be included (i) gratitude
(ii) invitation, providing details
(iii) achievements (20)

Deductions:Format marked in three blocks:

Sender's address -1

Salutation -1

Conclusion -1 ("Yours sincerely", "Loving wishes", "Your loving friend")

Deduct only one mark per block even if the candidate makes more than one error in the particular block

Deduction: maximum 3 marks

Indicate the deduction next to the error and again next to the total

Question 7 – Formal letter

- Tone should be respectful and apologetic
- Reasons for not accepting the offer should be credible
- Candidate should be tactful when requesting that he/she should be considered for future promotion (20)

Deductions:Format marked in five blocks:

Sender's address -1

Company's address -1

Salutation -1

Topic -1 (optional, but if it is used, it should follow after salutation)

Conclusion -1 ("Yours faithfully" and "Yours sincerely" only followed by the signature and name)

Deduct only one mark per block even if the candidate makes more than one error in the particular block

Deduction : maximum 3 marks

Indicate the deduction next to the error and again next to the total

Question 8 – Dialogue

- Tone should be cautionary
- The candidate should treat the parent with respect
- Candidate should clearly state what has happened to the money
- Parent must warn child against not being careless in future (20)

Deductions:

If not in play form -2

Used inverted commas -1

Introduction not added -1

Deduction: maximum 3 marks

Indicate the deduction next to the error and again next to the total

Total for Section B: 20

Section C

All questions are marked according to the approved Umalusi grid out of 20.

Question 9 - Speech

- Tone should be positive (remember the audience)
- Candidate should congratulate fellow students on good results
- Should highlight only ONE humorous event and ONE memorable moment
- These events should include the group and not an individual

(20)

Deductions:

Not using first person -1

Not a paragraph -1

Indicate the deduction next to the error and again next to the total

Question 10 – Diary entries

- The candidate has to give details of what places he/she has visited
- It should comprise three entries, according to the dates given
- The candidate's feelings and thoughts should be described
- Candidate must mention the amazing sights he/she has seen
- Leave room for creative and imaginative response of the candidate

(20)

Deduction:

If not three entries for the given dates -1

Not in paragraphs -1

Indicate the deduction next to the error and again next to the total

Question 11 – Report

Candidate should include the sub-headings as stated:

- Title
- Date
- Introduction (Purpose of the report)
- Findings (Candidate should state why there was a rise in pedestrian deaths)
- Recommendations (What can be done to decrease the death toll?)
(The candidate should offer viable and positive solutions)
- Conclusion (A short summary of the report)
- Signature

The style and tone of the report should be factual and objective

(20)

Deductions:

-1 for each sub-heading left out up to a maximum of 3

Total for Section C: 20

**ENGLISH ADDITIONAL
LANGUAGE
HIGHER GRADE GRID:
40 MARKS**

		<u>Excellent</u>	<u>Very Good</u>	<u>Good</u>	<u>Above Average</u>	<u>Average</u>	<u>Below Average</u>	<u>Poor</u>	<u>Very Weak</u>	<u>Unacceptable</u>
	LANGUAGE	- excellent command of English idiom. - perfect agreement. - uses tenses effortlessly - complex sentences. - language evokes vivid images. - language manipulated skilfully - virtually no errors.	- as for <i>excellent</i> but there are a few more errors. - errors are not glaring	- generally correct idiom. - agreement generally correct. - tenses well handled. - good sentence structure - pleasing vocabulary - good use of pronouns, prepositions, parts of speech, punctuation and spelling	- adequate use of idiom - some errors in agreement. - can generally handle tenses. - adequate vocabulary. - few errors in pronouns, prepositions, parts of speech, punctuation and spelling	- slightly incorrect use of idiom - mother-tongue influence slightly impedes flow. - several errors in agreement - tenses inconsistent - mostly simple sentence structure - ordinary vocabulary. - some errors in pronouns, prepositions, parts of speech, punctuation and spelling.	- noticeably incorrect use of idiom. - mother-tongue influence impedes flow - many errors in agreement - tenses switched continually - simple sentence structure and some incomplete sentences - some inappropriate vocabulary. - several errors in pronouns, prepositions, parts of speech, punctuation and spelling.	- poor use of idiom - extensive mother-tongue influence. - major problems in agreement - poor verb tenses. - sentences confused and often incomplete - inadequate vocabulary - frequent errors in pronouns, prepositions, parts of speech, punctuation and spelling.	- unidiomatic. - governed by use of mother-tongue. - very little agreement. - very weak verb tenses. - muddled and incomplete sentences. - inappropriate vocabulary. - countless errors in pronouns, prepositions, parts of speech, punctuation and spelling	- hardly any use of linguistic options. - very difficult to understand. - verging on unintelligible.
CONTENT		1	2	3	4	5	6	7	8	9
EXCELLENT - exceptional development of topic. - original, creative, imaginative. - (<i>non-narrative</i>): argument logically developed and ideas thoroughly explored. - (<i>narrative</i>): strong story line building to a striking climax. - excellent introduction and conclusion - vivid detail and/or examples - realistic, sincere, mature.	A+	36 - 40	34 - 38	32 - 35						
VERY GOOD - topic well developed - thought-provoking, interesting, convincing. - (<i>non-narrative</i>): several points explored and logically developed - (<i>narrative</i>): story flows well, refreshing, unusual. - very good introduction and ending - very good detail and/or examples.	A	34 - 38	32 - 35	30 - 33	28 - 31					
GOOD - content sound - (<i>non-narrative</i>): well-planned, a few points developed. - (<i>narrative</i>): story flows well, shows potential - good introduction and conclusion. - attempt at interesting detail and examples.	B	32 - 35	30 - 33	28 - 31	26 - 29	24 - 27				
ABOVE AVERAGE - adequate interpretation of topic. - (<i>non-narrative</i>): evidence of planning, some points developed - (<i>narrative</i>): story reads easily - relevant introduction and conclusion - details adequate.	C		28 - 31	26 - 29	24 - 27	22 - 25	20 - 23			

<p>AVERAGE</p> <ul style="list-style-type: none"> - appropriate if ordinary content. - (<i>non-narrative</i>): some relevant points but not developed, may be repetitive - (<i>narrative</i>): ordinary, pedestrian - introduction and conclusion may be omitted or inadequate. 			24 - 27	22 - 25	20 - 23	18 - 21	16 - 19				
<p>BELOW AVERAGE</p> <ul style="list-style-type: none"> - attempt at addressing topic but not always clear, dull. - (<i>non-narrative</i>): very few ideas, often repetitive, sometimes off topic, general line of thought can be followed. - (<i>narrative</i>): story line can be followed but not always clear - introduction/conclusion omitted or inadequate. 				20 - 23	18 - 21	16 - 19	14 - 17	12 - 15	12 - 15		
<p>POOR</p> <ul style="list-style-type: none"> - slight understanding of topic, but ideas are muddled, tedious. - argument and/or story line can barely be followed - little evidence of planning. 					16 - 19	14 - 17	12 - 15	10 - 13	10 - 13	8 - 11	8 - 11
<p>VERY WEAK</p> <ul style="list-style-type: none"> - a vague attempt to answer the question. - contents irrelevant or disconnected. - no evidence of planning. 						12 - 15	10 - 13	8 - 11	8 - 11	4 - 9	4 - 9
<p>INADEQUATE</p> <ul style="list-style-type: none"> - difficult to connect contents to topic. - pre-learnit - off topic. - too little written to assess. 								8 - 11	4 - 9	0 - 7	0 - 7

<p>AVERAGE</p> <ul style="list-style-type: none"> - appropriate if ordinary content - (<i>non-narrative</i>): some relevant points but not developed, may be repetitive. - (<i>narrative</i>): ordinary, pedestrian - introduction and conclusion may be omitted or inadequate. 	D			12 - 14	11 - 13	10 - 12	9 - 11	8 - 10			
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<p>POOR</p> <ul style="list-style-type: none"> - slight understanding of topic, but ideas are muddled, tedious - argument and/or story line can barely be followed - little evidence of planning. 	F					8 - 10	7 - 9	6 - 8	5 - 7	4 - 6	4 - 6
<p>VERY WEAK</p> <ul style="list-style-type: none"> - a vague attempt to answer the question - contents irrelevant or disconnected - no evidence of planning. 	G						6 - 8	5 - 7	4 - 6	3 - 5	3 - 5
<p>INADEQUATE</p> <ul style="list-style-type: none"> - difficult to connect contents to topic. - pre-learned. - off topic. - too little written to assess. 	H							4 - 6	3 - 5	0 - 1	0 - 1