

GAUTENG DEPARTMENT OF EDUCATION  
SENIOR CERTIFICATE EXAMINATION

FEB / MAR 2006

TYPING SG  
(First Paper: Speed and Accuracy  
Test)

TIME: 10 minutes

MARKS: 60

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**INSTRUCTIONS TO CANDIDATES:**

READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE YOU START THE PAPER.

- Type your examination number at the top of each sheet used to answer this question.
- Invigilators will provide candidates with the information regarding this question.

**INSTRUCTIONS TO INVIGILATORS:**

1. Provide each candidate with six sheets of A4 paper (80g).
  2. The typing educator is to ensure that the typewriters are in perfect working order.
  3. Neither carbon ribbon nor correcting ribbons may be used during the examination.
  4. It is essential that a typing educator be one of the invigilators for the duration of the examination to assist with malfunctioning typewriters.
  5. Candidates are to report to the typing centre at least 15 minutes before the examination commences.
  6. Candidates should be given approximately 10 minutes to read through the examination paper before beginning Question 1. They may rule lines and underline difficult words.
  7. Both invigilators are to use stopwatches for time control. The timed accuracy test is to be timed by the typing educator. Invigilators may not move among candidates during this test.
  8. 8.1 Before the candidates start with this paper, they should be instructed to type their examination numbers in the top **right-hand corner** of the paper used for the timed accuracy test. After all the candidates have done this, the signal may be given to begin the timed accuracy test.  
8.2 After the time allowed for the accuracy test has expired, the invigilator is to collect all the tests and initial them after the **last word typed on every sheet used for the speed test**. ALL the answer sheets used by a candidate to answer **Question 1** are to be **stapled together**. **Only the answer sheets for Question 1 are to be stapled together**.  
8.3 It is an invigilator's responsibility to place each candidate's timed accuracy test in the correct examination cover on completion of the second paper. This cover is to be handed out to the candidate with the second paper.
  9. During the rest of the paper, moving among candidates is to be restricted to handing out additional paper, assisting with faulty typewriters, etc.
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**QUESTION 1**  
**SPEED AND ACCURACY TEST**

The timed accuracy test is to be typed in 1½ or double line spacing on one side of the page. Use margins of 10°. A minimum speed of **35 w.p.m.** is expected and the limits indicated are marked by **w.p.m.**.

**TIME: 10 MINUTES****[60]**

Children, adolescents and adults are socialised into accepting marriage and the family as the primary social unit. Consequently, society is more geared to the needs of married people and of families than to the needs of single people. Being single under these conditions may therefore, present particular challenges and problems.

There have always been a certain number of single people, although their proportion in relation to the rest of the population has varied at times depending on many factors, notably the composition of the population. During wartime, for example, the male population may be decimated so that there is a surplus of young women. Whatever the reason, the proportion of males to females is rarely, if ever, perfectly balanced, but even if it were some people, because of circumstances or by choice, would still remain single.

Although attitudes towards those who have never married or are divorced have changed considerably, society does not yet cater adequately for the particular needs of single people.

There are certain situations in which the single person may feel that he is discriminated against because he is single. Being married is often a recommendation in the case of men seeking senior positions, because it is believed that this marital status indicates a certain stability.

Several researchers have found that the mental health of single women is better than that of single men. This is probably because single women become involved in supportive friendships more easily.

Single people often feel somewhat ambivalent about their single state because they are torn between the traditional values, which emphasise the importance of marriage and the family, ..... 35 w.p.m.  
and more recently developed values, which stress the benefits of remaining single. This ambivalence could result in difficulties in defining a person's individual and public identity.

A particularly important factor determining an individual's ..... 40 w.p.m.  
perception of and reaction to singleness is his or her reason for being single. The person who chooses to remain single because his demanding career conflicts with the life-style of marriage and a family will, for example, view his singleness ..... 45 w.p.m.  
differently from the person who is unable to form a deep and lasting commitment to another because of his own unhappy family history.

Hence a wartime correspondent, an arctic explorer and a head mistress of a girl's school may not be anti-marriage, but may ..... 50 w.p.m.  
see themselves as being unable to meet the demands of marriage on the one hand and the demands of their career on the other. By contrast the loner, distrustful of others, may desire the intimacy of marriage but be too distrustful to venture into it. .. 55 w.p.m.

**TOTAL: 60**

**END**