



ASSESSMENT AND EXAMINATIONS DIRECTORATE

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ASSESSMENT INSTRUCTION 34 OF 2015

**TO: DEPUTY DIRECTORS-GENERAL
CHIEF DIRECTORS
HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS
CHIEF EDUCATION SPECIALISTS
EDUCATION DEVELOPMENT OFFICERS
DEPUTY CHIEF EDUCATION SPECIALISTS
SENIOR EDUCATION SPECIALISTS
PRINCIPALS OF SCHOOLS IN THE GET AND FET BAND
TEACHER UNIONS/ORGANISATIONS
SCHOOL GOVERNING BODIES**

DATE: 29 JUNE 2015

**PROCEDURES AND GUIDELINES FOR THE CONDUCT OF THE FINAL PRACTICAL
EXAMINATIONS IN DESIGN AND VISUAL ARTS – NATIONAL SENIOR CERTIFICATE:
NOVEMBER 2015 GRADE 12 EXAMINATIONS**

1. The purpose of this Assessment Instruction is set out the procedures that should be adhered to during the conduct of the final practical examinations for the subjects Design and Visual Arts for the November 2015 Grade 12 Final Examination.
2. The 2015 final practical examination question papers for Design and Visual Arts (Design Paper 2 and Visual Arts Paper 2) will comprise of two sections namely:

**Section A: Source Book/Workbook; and
Section B: The Artwork**

3. The Practical Examination Question Papers will be delivered to all schools offering Design and/or Visual Arts by the first day in the third term (20 July 2015). Districts and schools must ensure that all learners offering Design and Visual Arts have the question papers no later than 24 July 2015 to allow for learners to access and research information needed for Section A of the question paper. Learners must sign a register upon receipt of the question paper.



4. Learners must complete sufficient research and collate all appropriate material for Section A of the Practical Examination Question Papers during Term 3.
5. Section A may be administered during teaching time or after hours.
6. Section A of the Practical Examination must be completed prior to the start of Section B of the Practical Examination.
7. Section B should be completed by **16 October 2015**.
8. Section B of the Practical Examination must be completed under examination conditions during the stipulated period, not after hours or during weekends. It is proposed that block sessions of 4 – 6 hours be arranged over a number of days until all learners have completed their Artwork or the allocated 24 hours expire. Internal arrangements must be made at each school to accommodate the technical procedures that specific arts disciplines may require, for example, Ceramic.
9. Strict supervision must be exercised by the Design and/or Visual Arts teachers during the conduct of the examination.
10. Districts and schools are once again reminded that invigilators must be appointed in addition to the Design and Visual Arts teacher to ensure that Section B is done at school and under strict controlled conditions.
11. Candidates may not be left on their own while working on Section B, neither are they allowed to take incomplete Artwork/Practical home. All incomplete Artwork/Product must be kept at school where the learner will not have access to it until the next scheduled session.
12. Districts are advised to request each school offering Design and/or Visual Arts to submit the scheduled times for the administration of Section B to the Provincial Head Office via the district offices. Districts are also expected to develop a plan to monitor the conduct of these practical examinations based on the schedules submitted by the schools.
13. The Department of Basic Education and the Eastern Cape Provincial Department of Education will also monitor the conduct of these practical examinations.

Your co-operation in this matter is greatly appreciated.



DR A.S. NUKU

(A) DEPUTY DIRECTOR-GENERAL: INSTITUTIONAL OPERATIONAL MANAGEMENT

