



EXAMINATIONS & ASSESSMENT CHIEF DIRECTORATE

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TO : DISTRICT DIRECTORS
CESs CURRICULUM
DISTRICT HEADS OF EXAMINATIONS
SUBJECT ADVISORS FET
PRINCIPALS OF SCHOOLS WITH FET PHASE
TEACHER ORGANISATIONS

FROM : DIRECTOR: EXAMINATIONS & ASSESSMENT MANAGEMENT
MR V.A. JOSEPH

SUBJECT : AMENDMENT: ONLINE MARKER APPLICATION NSC GRADE 12
DECEMBER 2022 EXAMINATION SCRIPTS MARKING

DATE : 22 APRIL 2022

MEMORANDUM

This correspondence has reference: Assessment Instruction no 17 of 2022 and the Memorandum dated 21 April 2022.

- The Assessment Instruction 17 of 2022 invited qualified applicants to apply **online** as markers for the Nov/Dec NSC grade 12 examination marking. The Memorandum dated 21 April 2022 extended the **closing date to 02 May 2022**.
- Amongst the few challenges some applicants faced was a challenge with obtaining passcode through email. To address this and to make it easy for applicants to obtain passcode, "**unique passcode will be generated in the browser each time you login**". See the **ANNEXURE A**. Therefore, there is no need for you to wait for the passcode to be sent to your email address as it will appear on the screen.



- Applicants must ensure that all information provided are double verified before the final submission of application as there will be no option for correction after submission.
- However, applicants those who have made some errors must report in writing, with details, to the Subject Advisor concerned in your district so that it can be rectified during the Verification and Recommendation process.
- Applicants are once again reminded that the size of documents attached must not exceed the allocated size 1 MB. Those who are using the smart phones for scanning shall choose the low-resolution mode to reduce the size of the documents.
- All the above efforts are made to ensure that no deserving/qualifying applicant is unduly disadvantaged.
- Subject Advisors are requested to record all the submissions and present them to the district panel during verification and recommendation process. All details for the corrections must then be submitted to the provincial office thereafter.
- Applicants are urged to ensure that they pay attention to detail and follow the guidelines properly in both, Assessment Instruction mentioned above as well as the tutorial video that has been provided to assist in the filling up of the online application form.

Yours in Quality Education

DIRECTOR: EXAMINATIONS & ASSESSMENT
MR V.A. JOSEPH

22/04/2022

DATE



PASSCODE FUNCTIONALITY CHANGE

STEP 1:

Log in to www.iqula.co.za

Home > Applicant Login

Enter Your Credentials

Your Email Address (Login ID)

Get passcode

Enter 6 digit Passcode

Validate

STEP 2:

- Type in your email address
- Click on “Get passcode” button.
- Passcode will be generated in the browser itself.

Eastern Cape, Department of Edu x +

iqula.co.za/login.php

Home > Applicant Login

www.iqula.co.za says
Passcode to access the portal is : 02rxio

OK

Enter Your Credentials

Your Email Address (Login ID)

Generating passcode, please wait

Enter 6 digit Passcode

Validate



STEP 3:

- Copy and Paste it in passcode box.
- Click OK to close the box
- Click on “Validate”.

Home > Applicant Login

Enter Your Credentials

Your Email Address (Login ID)

karthiengineer@gmail.com

Generating passcode, please wait

Enter 6 digit Passcode

.....

Validate

You will be logged into your profile.

Example to reduce the size of PDF Documents when scanning using Smart Phone

12M (4032x3024) 🍌 ○

12M (4000x3000) 🍌 ○

8M (3840x2160) ○

8M (3280x2464) ○

8M (3264x2448) ○

6M (3264x1836) ○

5M (2576x1932) ○

2M (1920x1080) ○

2M (1440x1080) ○

1M (1280x960) ○

921K (1280x720) 🍌 ○