



## **CHIEF DIRECTORATE: EXAMINATIONS AND ASSESSMENT**

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### **ASSESSMENT INSTRUCTION 30 OF 2024**

**TO**

- DEPUTY DIRECTORS-GENERAL**
- CHIEF DIRECTORS**
- HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS**
- CHIEF EDUCATION SPECIALIST DISTRICT CIRCUIT MANAGERS**
- DEPUTY CHIEF EDUCATION SPECIALISTS**
- SENIOR EDUCATION SPECIALISTS**
- HEAD OF EXAMINATIONS**
- PRINCIPALS OF PUBLIC AND INDEPENDENT SCHOOLS (GRADE 12)**
- TEACHER UNIONS/ORGANISATIONS**
- SCHOOL GOVERNING BODIES**

**DATE:** 11 JULY 2024

**PROCEDURES AND GUIDELINES FOR THE CONDUCT OF THE FINAL PRACTICAL EXAMINATION IN DESIGN PAPER 2 AND VISUAL ARTS PAPER 2, NATIONAL SENIOR CERTIFICATE 2024 GRADE 12 EXAMINATION**

1. The Provincial Department of Education (PED) wishes to draw your attention to procedures that should be adhered to during the conduct of the final practical examination for Design Paper 2 and Visual arts P2.
2. The 2024 final practical examination question paper for 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 paper should be delivered to all schools offering Design and /or Visual arts by 16 July 2024. Districts must ensure that all learners offering Design and/or Visual arts have the question paper no later than 16 July 2024 to allow the learners to access and research information needed for Section A of the question Paper. Learners must sign 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 paper in Term 3. Section A may be administered during teaching time or after hours.
5. Section A of the Practical Examination must be completed prior to the start of Section B of the practical examination.
6. Section B should be completed by 14 October 2024.
7. 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. The maximum duration of the examination is 24 hours. If the learners do not complete the artwork in 24 hours, they must not be given extra time. However, if learners complete the artwork before the expiration of the 24 hours, the artwork may be collected, provided learners are fully satisfied with their product.
8. Internal arrangements must be made at each school to accommodate the technical procedures that specific art disciplines may require, for example, Ceramic.
9. Districts must ensure that schools appoint invigilators in addition to the Design and Visual Arts teacher to ensure that Section B is done at school and under strict controlled conditions.
10. Candidates may not be left on their own while working on Section B, neither are they allowed to take incomplete Art/Product home. All incomplete Artwork/Product must be kept at school until the next scheduled session.
11. 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 Heads of Examinations in the Province. PEDs are also expected to develop a plan to monitor the conduct of these practical examinations based on the schedules submitted by schools.



12. The consolidated schedule for the conduct of Section B for all schools offering Design and/or Visual Arts together with the District plan to monitor the administration of these examinations should be forwarded to the Provincial office by 30 August 2024 for the attention of Mrs PE Japhta at e-mail [Penelope.Japhta@ecdoe.gov.za](mailto:Penelope.Japhta@ecdoe.gov.za) to arrange for Provincial monitoring.
13. Your co-operation in this regard is highly appreciated.

Yours in Education

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**MR R. TYWAKADI**  
**DDG: CURRICULUM AND MANAGEMENT AND**  
**DELIVERY**

15/07/2024  
DATE