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GET ENGLISH FAL
TEACHER DEVELOPMENT PROGRAMME
Grade 9 Term 1 Cycle 2
Worksheet Memorandums

Listening & Speaking Worksheet 1

Post -Listening Activity: Answer the questions below.

1.	What does email mean? Electronic mail	1
2.	What are the two things which determine whether your email will be formal or informal? To whom you are writing to What you are writing about	2
3.	What do these abbreviations mean:	
	a) CC: Carbon Copy	1
	a) BCC: Blind Carbon Copy	1
4.	When do you use BCC? BCC is used when the sender doesn't want the other recipient to see who else received the email.	1
5.	How do you list more than one recipient in an email address? You separate the email addresses using a comma	1
6.	How do you address your recipient in a formal email? By using his title.	1
7.	How do you sign off in a formal email? Yours faithfully and your full name.	1
8.	Why are some people able receive and send emails while others can't? They have email addresses whilst others don't.	1
9.	Name any one gadget you need to have in order to send/receive emails? You need a laptop, computer or a smart phone.	1

Total marks = 10

LISTENING AND SPEAKING

WORKSHEET 2: Language Integration

Match the figures of speech with their meanings. Write the letter under the Answer column.

	Figure of speech	Meaning	Answer
1.	Tip the scale negatively	a) Great progress for human beings	c
2.	We need a thirst for knowledge	b) To deal with the result/consequences of your actions.	d
3.	One giant leap for mankind	c) Cause more harm than good.	a
4.	We have seen the light	d) We need to want to learn	e
5.	To face the music	e) We have more knowledge or understanding.	b

(5)

Arrange the following words such that they form a simple **meaningful** sentence. Pay attention to your subject, verb and object:

1.	An email/sent/my wife/me. My wife sent me an email.	1
2.	Some flowers/the son/his mother/buys/every month. The son buys his mother flowers every month.	1
3.	To the station/returns/the bus/at night. The bus returns to the station every night.	1
4.	At ten o'clock /the conference/last week/started/on Tuesday. The conference started last week on Tuesday at 10 o'clock.	1
5.	The tree/the car/hit/with great force. The car hit the tree with great force.	1
6.	Slowly/his meal/ate/Tshepo. Tshepo ate his meal slowly.	1
7.	To post her letter/this morning/to town/the teacher/went. The teacher went to town this morning to post her letter.	1
8.	On the train/ate/this morning/Mpumi/breakfast. Mpumi ate her breakfast on the train this morning.	1
9.	To/Tshepo/speaks/my father. Tshepo speaks to my father/My father speaks to Tshepo.	1
10.	A table/for me/they/once a year/at the restaurant/book. They book a table for me once a year at the restaurant.	1

(10)

Total marks= 15

READING AND VIEWING

WORKSHEET 1

READING COMPREHENSION

Pre-reading activity: Scanning and predicting.

- a) The email was sent by Nala.
- b) The email was received by two people.
- c) The topic of the email is Lockdown life.
- d) Looking at the title of the email, I think it's all about the difficulties faced by people living under lockdown conditions.
It's all about the life challenges brought by Corona virus pandemic.
(Accept any reasonable answer)

1.	What is the sender's email address? The sender's email address is nala8@gmail.com	1
2.	Who was the main recipient of the email? The main recipient was Sithe17@gmail.com	1
3.	According to the email life has changed, how has it changed (<i>list 3 changes</i>)? According to the text life has drastically changed, people are living under lockdown regulations/ no free movement/big gatherings/ church service social gatherings are all prohibited/ and schools closed.	3
4.	How has the pandemic influenced your life? As a sociable person who likes to meet and chat with friends things have not been easy on me, but it has also helped me to know myself better, reflect and set my goals without any interruptions. It has taught me to appreciate and value small things like a smile or wave from somebody. (Any other reasonable response)	2
5.	What measures did your government take to slow down the spread of the virus? At the height of the pandemic the government declared a state of disaster which brought about lockdown, all sporting activities were banned and schools were closed. (Accept any reasonable answer related to lockdown regulations)	3
6.	If you were the president of South Africa, would you have taken the same measures? Why?	
7.		
8.		

Post reading Activity

- 1) What is the sender's email address?

The sender's email address is nala8@gmail.com (1)

- 2) Who was the main recipient of the email?

The main recipient was Sithe17@gmail.com (1)



3) According to the email life has changed, how has it changed (list 4 changes)?

According to the text life has drastically changed, people are living under lockdown regulations, no free movement, big gatherings, church service and social gatherings are all prohibited, and schools closed. (4)

4) How has the pandemic influenced your life?

As a sociable person who likes to meet and chat with friends things have not been easy on me, but it has also helped me to know myself better, reflect and set my goals without any interruptions. It has taught me to appreciate and value small things like a smile or wave from somebody. (2)

5) What measures did your government take to slow down the spread of the virus?

At the height of the pandemic the government declared a state of disaster which brought about lockdown, all sporting activities were banned and schools were closed
(Accept any reasonable answer related to lockdown regulations) (3)

6) If you were the president of South Africa, would you have taken the same measures? Why?

Yes, it was important to save lives. (2)

No. I would have encouraged people to act and behave responsibly in order to protect each other but allowed them to carry on with their lives to save their jobs and for children to continue with their education.

(Don't award a mark for Yes/No, marks are dependent on the justification.)

7) What does CC in an email mean? It means carbon copy. (1)

8) An email is delivered instantly making it easy to decide and solve the problem, whilst the letter took some days or even weeks to be delivered, solutions to problems were delayed. (2)

Total marks: 16

Pre- discussing activity - prior knowledge – predict

1. Read the guidelines for group discussions.
 - Listen attentively to what the other group members say.
 - Make eye contact as you speak and as you listen.
 - Do not interrupt while people are speaking.
 - If you disagree use polite language.
 - Invite quiet members of the group to speak.

2		Discuss the following questions before you study the advert below.	
	a	What does the term advertisement mean to you? An advertisement is something that is trying to influence a person to buy a product, service or an idea/ something that promotes a product	2
	b	What do you think of when you hear the word? Any reasonable responses such the slogan for KFC <i>Finger Lickin 'Good</i>	2
	c	What does it remind you of? Any reasonable responses.	1

While listening /discussing activity

3.Study the advert below. Pay attention to the following features

- Font
- Design/layout

- Colour
- Target audience
- Pictures /illustrations/graphics
- Language
- logo

4. Discuss the advert focusing on the features mentioned above. Use the glossary below to help you understand the terms.

Glossary

- **Font** – the style ,size and thickness of printed letters e.g. font or **font**
- **Layout** – the way the images and word are positioned on an advertisement
- **Target audience**- the specific group at which the advert is aimed at
- **Logo**- a design of words or a picture that is an official sign of an organisation or group

5		The advert uses different fonts (what the typed words look like) Find at least four different fonts. NB Here learners can just point to the different fonts as they discuss.	
	a	Imagine Africa has a different font	1
	b	It begins with you	1
	c	The date and time	1
	d	detail of what is to be discussed	1
6		Look at the slogan <i>It begins with you.</i> Explain how the advert uses colour to make you stand out. The word “you” is in yellow letters on a red background.	2
7		Look at the body of the woman at the centre of the advert. She is looking straight into the camera and pointing. Why did the advertiser was her to look like that? She is a confident young woman, who is proud and attractive. She seems to be looking at the viewer of the poster.	2
8		Why is the woman wearing a traditional headscarf and a modern T-shirt? Her dress incorporates both traditional and modern items. This means she is clearly identified as African. But she also shows that she is modern and contemporary.	4
9		Why is it good to have an HIV- free generation? Accept any reasonable answer, such as; If a whole generation could be HIV-free, it would be possible to bring the epidemic under control and prevent further infections.	3

Total = 20 Marks

Listening & Speaking Worksheet 2: Language Integration

Match the words in column A with the correct meaning in column B

1.

COLUMN A	ANSWER	COLUMN B
logo	C	A. the style, size and thickness of printed letters
slogan	I	B. the way the images and words are positioned on an advertisement
Target audience	D	C. a design of words or a picture that is an official sign of an organisation or group
Design/layout	B	D. the specific group at which the advertisement is aimed.
graphics	G	E. convey the attitude and mood you would like consumers to associate with your product e.g. red
colour	E	F. Language that evokes an emotional response.
font	A	G. Pictures/commercial design or illustration
Emotive language	F	H. Having a strong, vivid or clear appearance
Persuasive language	J	I. A short, striking or memorable phrase
bold	H	J. Language that is used to convince or influence

(10)

2. State the punctuation marks that are used in following statements taken from the advertisement you discussed.

A	iMAGiNEAFRiKA! - exclamation mark	1
B	To conversation... – ellipses	1
C	HIV-FREE GENERATION - hyphen	1
3.	Correct the punctuation error in the following statement	2

	iMAGiNEAFRiKA	-Imagine Africa	
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(5)

Total marks 15**Reading and Viewing Worksheet 1****A poster****Pre-reading activity** - scan - prior knowledge - predict

*. Quickly view the poster and see if you can find the following information:

	What is the title of the poster? Your life is in your hands.
	Describe what you see on the poster? There is a picture of two hands with words written inside the hands.
	What do you think the title means? It means that as a young person, you are responsible for taking control of your future.
	How many different fonts can you find on the poster? 5/6; learners identify them on the poster.

During reading activity - study reading - underline - analyse - question- making notesRead and analyse the poster more intensely now and find the following information by applying the during reading strategies of **study reading**, **underlining** and **making notes** in the margins:

	What is the purpose (main idea addressed) of this poster? It is advertising a community meeting for the youths/teenagers.
	Information about the speaker in the text: from whose perspective is this poster written? It is from youth leaders working in the organisation Talk with TEENS.
	Identify the time, venue and audience of this event shown in the poster. 7.00p.m. on Friday 4 August at the Community Centre in Tladi Road in Dube.
	Would you describe this coming event as interesting or not, state why? Yes. It says the teenagers can bring their friends and there will be refreshments.

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Reading and Viewing Worksheet 1

Post-reading activity:

After analysing the poster carefully, answer the following questions:

1.1	Which part of the poster has the biggest font? The heading/Your Future is in Your Hands ✓	2
1.2	Give the reason why the words talents, friendships, good decisions , and career are in a different colour? The designer wants the reader to know that these are the idea which will be discussed in the meeting. ✓✓	2
1.3	"Your future is in your hands." Say, in your OWN WORDS what this figure of speech means. It means that youths/teenagers can take control of their future because hands can do so many things. ✓✓	2
1.4	Why is there an exclamation mark in Don't just dream, plan!? The exclamation mark makes the command seem more active/urgent/important. ✓	1
1.5	Is the target audience the grade 9 learners or is it their parents. It is targeted towards teenagers/grade 9 learners. ✓	1
1.6	Identify and write down two word or phrases which make the event sound it will be interesting "Your friends, and refreshments" ✓✓	2
1.7	Why did the organisation give the poster the title of "Your future is your hands"? Because the organisers of the event want teenagers to think and plan for themselves. They want to make the teenagers realise that they can control what happens in their future. ✓✓	2
1.8	As a young person suggest reasons why friendship, health, and developing your talents are important for your future. Any reasonable answers such as: Health is important so you can develop yourself to the full. Friendship can make you feel confident and a part of the community but some friends can be bad for you and lead you astray. Your talents are what you do best and should be part of your career choice. ✓✓✓	3

15 marks

Reading and Viewing Worksheet 2

Language Integration.

1. Look for spelling mistakes in these sentences and correct them.

a	Themba will receive the class award because he is the best achiever in this class. ✓ ✓	2
b	We really must talk to that boy in 9C, his behavior has simply become worse with each week. ✓	1
c	All I can tell you is that you must never look back unless you are reversing . ✓	1
d	Look at the bride! She is so beautiful ! ✓	1
e	My father's car was bought twenty years ago, it is no longer reliable . ✓	1

[6]

2. Give abbreviations for all the twelve months of the year

Jan. Feb. Mar. Apr. May Jun. Jul. Aug. Sept. Oct. Nov. Dec.

(12)

2. Complete each sentence with the correct pronoun from the box below:

It	me	mine	myself	you
yours	they	them	we	us
our	ours.			

a)	Where are my father's books? I put them on the table by the door. ✓	1
b)	a) I am not sure if we understand the last few chapters of this story, Mr. Jones. Could you possibly explain to us again with Sipho and me ? We are totally lost. It would help us so much with our preparations for exams. ✓ ✓ ✓ ✓ ✓ ✓	6

c)	Would you like tickets for your cousin and you to go to the Sundowns match on Sunday evening? How much will they cost? I know they are not that expensive. √ √ √	3
d)	d) Would you like tickets for your cousin and you to go to the Sundowns match on Sunday evening? How much will they cost? I know they are not that expensive. √ √ √	3
e)	That laptop is not mine . It is yours . √√	2

(12)

Total Marks=30

Worksheet 1
Writing and presenting.

Reading and Viewing

Reading Activity

Instructions: Your teacher will guide you to read the following words before you start your lesson every day

Read the words aloud with your partner and make sure you pronounce them correctly.

Fry First 100 sight words

- | | | | | |
|----------|-----------|-----------|------------|------------|
| 1. the | 21. at | 41. there | 61. some | 81. my |
| 2. of | 22. be | 42. use | 62. her | 82. than |
| 3. and | 23. this | 43. an | 63. would | 83. first |
| 4. a | 24. have | 44. each | 64. make | 84. water |
| 5. to | 25. from | 45. which | 65. like | 85. been |
| 6. is | 26. or | 46. she | 66. him | 86. called |
| 7. in | 27. one | 47. do | 67. into | 87. who |
| 8. you | 28. had | 48. how | 68. time | 88. am |
| 9. that | 29. by | 49. their | 69. has | 89. It's |
| 10. it | 30. words | 50. if | 70. look | 90. now |
| 11. he | 31. but | 51. will | 71. to | 91. find |
| 12. was | 32. not | 52. up | 72. more | 92. long |
| 13. for | 33. what | 53. other | 73. right | 93. down |
| 14. on | 34. all | 54. about | 74. go | 94. day |
| 15. are | 35. were | 55. out | 75. see | 95. did |
| 16. as | 36. we | 56. many | 76. number | 96. get |
| 17. with | 37. when | 57. then | 77. no | 97. come |
| 18. his | 38. your | 58. them | 78. way | 98. made |
| 19. they | 39. can | 59. these | 79. could | 99. may |
| 20. I | 40. said | 60. So | 80. people | 100. part |

WORKSHEET 2

[10]

Skim and scan the passage above then answer the following questions:

1.1 What was the name of the Unyoro King?

Nakivingi ✓

(1)

1.2 What was Kibaga's special talent?

Kibaga could fly. ✓

(1)

1.3 How did he use this talent to serve his King and people?

He could find out where the enemies are hiding, from the air ✓

(1)

He could also kill the enemies of his people from the air so his people won all the battles. ✓

(1)

1.4 Why did the King warn Kibaga not to tell his bride about his special talent?

Because the king was worried that if Kibaga told her, she would tell her people and so the Unyoro people would no longer win the battles. He was also afraid that the Wanyoro people would find a way to kill Kibaga. ✓✓

(1)



(2)

1.5 Look at paragraph 3.

a) Quote a word that tells you that Kibaga's wife thought that he might have a secret. (1)
She was suspicious of his frequent coming and going. ✓

b) How did she find out about the secret?

She hid away and watched him then saw him flying. ✓ (1)

c) What did she do with this knowledge?

She sent a message to her people, the Wanyoro, to tell them that Kibaga could fly. ✓ (1)

1.6 Quote a word from the last paragraph to show that the King was very sad about Kibaga's death. (1)

Sorrow ✓

1.7 Say why the following statements are True or False. Quote from the passage.

a) Kibaga's wife came from the Wanyoro community.

True. "One of these was a beautiful woman." ✓

b) Kibaga's wife learned to love him more than she loved her community.

False. "Because she loved her people more than her husband." ✓

1.8 Do you think that Kibaga deserved to die in the way that he did? Give a detailed reason for your answer.

Any reasonable answer e.g.

Yes, I think Kibaga deserved to die because he killed so many other people/

Yes, because he used his special talent to harm others instead of doing good.

No, because he was a faithful and loyal warrior to King Nakivingi. ✓✓✓

Sub – total =15

WORKSHEET 3

Read and analyse the Cartoon

1.1	Identify what type of cartoon this is. Circle the correct answer A. Editorial column B. Gag panel C. A self-portrait caricature sketch D. A single-frame cartoon ✓✓	2
1.2	Can you identify the character portrayed in this cartoon? Justify your answer by referring to visual and/or verbal cues?	3
	The character is “Zapiro” himself/ the cartoonist. ✓ This cartoon is a self-portrait in a sense depicting him sitting at his drawing desk ✓ wondering what humorous cartoon to create when he is surrounded by newspapers ✓ strewn on the office floor at his feet featuring only bad news. He is holding an artist’s calligraphy pen in his hand, ready to draw and sitting in front of his drawing desk. The co-worker also asks for his “funny cartoon”. Award one mark for identifying the character. Award one mark each per visual or verbal cue. It can be any cue.	
1.3	In what place is this person working? Describe the setting of this cartoon by pointing out at least two verbal cues?	3

	The cartoonist is working in his office ✓ at the newspaper offices where he is employed as can be seen from the person putting his hand around the office door holding a phone and asking on behalf of the editor ✓ when the day's funny cartoon will be ready. It is also clear from all the newspapers lying on the floor with the negative headlines clearly visible.✓ As well as Award one mark for identifying the cartoonist's office/ the newspaper's office as setting. Award one mark each per verbal cue. It can be any relevant cue.	
1.4	1.1 State whether the following statement is TRUE or FALSE and motivate your answer by close reference to the verbal and visual text. The predicament of the character in this cartoon is rather ironic.	2
	The cartoon portrays the cartoonist and his dilemma of being expected to create humorous cartoons ✓ when there is only negative news, there is nothing light and humorous to draw from. ✓ Do not award a mark for the TRUE/FALSE answer. But if the TRUE/FALSE answer is not given, no mark can be awarded. Award only one mark for the humorous expectation and one mark for the ironic, tragic reality.	

Sub -total = 10

WORKSHEET 4

MINI-REVISION TEST: SUMMARY (10)

First Draft (lifted from the text)

1. Coronavirus, also known as COVID or COVID-19, is a highly contagious disease that was first discovered in Wuhan, China in December 2019.
2. Most people infected with COVID experience mild flu symptoms but about 15% experience moderate breathing difficulties and 5% experience critical breathing problems that can lead to death.
3. Transmission happens when minute droplets of the virus spread into the air when an infected person breathes, speaks, coughs or sneezes.
4. Some people also catch COVID by touching contaminated surfaces and then touching their eyes, nose or mouth.
5. The only means of protecting people from this disease is by vaccination but it will be necessary to vaccinate at least 75 per cent of the world's population to keep COVID under control.
6. In the meantime, the best way to protect oneself is to prevent the spread of the disease by avoiding indoor areas, avoiding crowds of people, keeping physically or socially-distanced from people, wearing a face mask, coughing or sneezing into your elbow, and washing your hands or sanitizing regularly.

Second Draft (paraphrased in your own words)

1. Covid-19 is extremely contagious. ✓
2. It was first discovered in China. ✓
3. Most people experience mild symptoms, others moderate breathing difficulties and 5% experience critical problems and possibly death. ✓
4. Covid-19 mostly spreads through airborne virus droplets from infected people. ✓



5. Other people get COVID after touching infected surfaces and then touching their faces. ✓
6. Vaccination will protect people. ✓
7. For now, we can just help to prevent the spread. ✓

(62 words)

1 Mark for each point

3 Marks for language, where learner paraphrased. [10 Marks]

PROCESS WRITING TASK

WORKSHEET 5

WRITING: CV and Cover Letter

3.1 Answer the following questions about the *** above:

3.1.1 What is the full name for CV?

Curriculum Vitae ✓

(1)

3.1.2 Which contact details should be included in your CV, according to this example?

Your phone number/s and your email address ✓

(1)

3.1.3 List the 3 subheadings in this CV

Contact details, personal information and academic qualifications. ✓✓✓

(3)

3.1.4 Why is it important to write your full name/s in a CV?

It is important because people can have the same surname and initials so an incomplete name can lead to confusion about who the CV is for. ✓

(1)

3.1.5 Why is it important for you to include your date of birth in your CV?

So that the employer will know how old you are. ✓

(1)

3.2 Answer the following questions about the cover letter above:

3.2.1 How many addresses are in the letter?

Two addresses ✓

(1)

3.2.2 Whose addresses are the letter?

(2)



The address of the writer and that of the company receiving the letter ✓✓

3.2.3 Why should the cover letter have a sub-heading/topic? (1)

To quickly show what the letter is in connection with. ✓

3.2.4 What job is being applied for in this letter? (1)

The job of a Part time sales consultant ✓

3.2.5 Why is it important for you to include your signature and your full name at the bottom of such a letter?

So that there is no confusion over who wrote the letter since people's names can be the same. The signatures however cannot be the same. ✓

Your work will be marked using the rubric below.





LANGUAGE STRUCTURES AND CONVENTIONS
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WORKSHEET 6**Questions:**

1.1	Replace the following phrase with one word from these: Usual property bundles				
a)	Homes, factories, farms and possessions. (Line 2) Property ✓	1			
b)	Was normally the case. (Line 8) Usual ✓	1			
1.2	Correct an apostrophe error in line 7. Bird's nest ✓	1			
1.3	Correct the spelling errors in lines 2 and 4. Line 1 – possessions ✓ Line 4 – environment ✓	2			
1.4	A punctuation mark is missing from line 1 and there is a punctuation mistake in line 3. Rewrite the incorrect part of the sentence, correcting the punctuation. Line 1 – ... floods , storms and droughts... ✓ Line 3– ... or is there? ✓	2			
1.5	A verb has been written in the incorrect tense (in brackets) in lines 3 and 7 Rewrite the verb in the correct tense. - realised ✓ - took ✓	2			
1.6	Correct a concord error in line 7. Bird's were built = bird's nest was built ✓	1			
1.7	The word predict (line 7) means <i>to say what is going to happen before it actually happens</i> . This word has the prefix pre- which means <i>before</i> . Choose the appropriate word from the list below to complete the sentences. <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Prefer</td> <td>Preset</td> <td>prepare</td> </tr> </table>	Prefer	Preset	prepare	
Prefer	Preset	prepare			
a)	We had plenty of time to _____ ourselves for the exams. Prepare ✓	1			

b)	I _____ bananas to apples. prefer ✓	1
c)	The television was _____ to channel 441 because it's my favourite. preset ✓	1
1.8	Change the sentence into the passive voice.	
a)	My mother bought the ugly car parked in the garage. The ugly car parked I the garage was bought by my mother. Property can be destroyed by floods. ✓✓	2
b)	Floods and storms can destroy property. Property can be destroyed by floods. ✓✓	2
1.9	Rewrite this sentence in reported (<i>indirect</i>) speech. "The rainy season is about to begin," observed the farmer."	2
	The farmer observed that the rainy season was about to begin. ✓✓	
1.10	Rewrite this sentence in <i>direct</i> speech. The old man told the scientist to observe the birds as they give many signs about the coming weather.	2
	The old man told the scientist, "You must observe the birds as they give many signs about the weather." ✓✓	
	Sub-total = 25	