



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

DAY CARE COMMUNICATION N5

28 May 2025

This marking guideline consists of 7 pages.

SECTION A: CONCEPTS OF COMMUNICATION

QUESTION 1

- 1.1
- Sender
 - Receiver
 - Message
 - Medium or channel
 - Code
 - Feedback
 - Barriers or noise or interference
- (7)
- 1.2
- Whatsapp
 - Facebook messenger
 - Twitter
 - Email
 - Skype
 - Teams
 - Phone calls
 - SMS
 - Cell phones
 - TV
 - Radio
- (Any 8 × 1) (8)
- 1.3
- Noise
 - Loss of signal
 - Weather conditions external/physical barriers
 - Language or semantics
 - Different views
 - OR
 - Physical
 - Physiological
 - Psychological
 - Semantic
 - Perceptual
- (Any 5 × 1) (5)
- 1.4
- Make eye contact
 - Never interrupt
 - Do not fidget
 - Use body language
 - Respond appropriately
- (5 × 2) (10)
- 1.5
- Helps you to gain better understanding
 - Can allow for good relationships to grow
 - People will be free to share the views
 - Ensure that one can carry out instructions correctly
 - Children will trust you and speak to you
- (5 × 2) (10)

[40]

TOTAL SECTION A:

SECTION B: LANGUAGE SKILLS

QUESTION 2

2.1	2.1.1	OCEAN	(6 × 2)	(12)
	2.1.2	Beautiful		
	2.1.3	Comes		
	2.1.4	Colours		
	2.1.5	Pavements		
	2.1.6	Precious		
2.2	2.2.1	Inverted commas/ Quotation marks✓ • Marks the person's actual words✓	(6 × 2)	(12)
	2.2.2	Apostrophe✓ • It is used to show a contraction✓		
	2.2.3	Comma✓ • Used to show the pause/used after the quotation✓		
	2.2.4	Capital letter ✓ • Used for a proper noun/ to begin a sentence✓		
	2.2.5	Dash✓ • Marks additional information✓		
	2.2.6	Full stop✓ • Indicates the end of a sentence✓		
2.3	2.3.1	To consider or have an opinion about something	(5 × 2)	(10)
	2.3.2	Extremely unpleasant /terrible		
	2.3.3	Represent something to be larger, better or worse than it is		
	2.3.4	Small platform on which a person stands to be seen		
	2.3.5	Admiration, attention or interesting		
2.4	2.4.1	John McGrath✓ said that✓ it's not what happened but how you responded.✓		(3)
	2.4.2	In the interview ✓McGrath said that✓ the loss of Mario was✓ a terrible blow.		(3)

[40]

TOTAL SECTION B: 40

SECTION C: CORRESPONDENCE AND WRITTEN WORK

QUESTION 3

3.1

X GOLDFIELDS TVETCOLLEGE

X Tel :ANY
X Fax: ANY
X Email: ANY

X Address [ANY]
X TOWN/CITY [IN CAPS]
X Code [ANY]

X Date -ANY before 8 DEC 2023 [ON LEFT OR RIGHT]

X Mr Luvo Manyonga
X Address [ANY]
X TOWN /CITY [IN CAPS]
X Code [ANY]

X Dear Sir / Mr Manyonga

X SUBJECT HEADING (Invitation) any suitable heading with reference to guest speaker [IN CAPS]

Par. 1: INTRODUCTION - Ask /invite Mr Manyonga ✓
- Indicate why you are inviting him. ✓

Par. 2: BODY - Details of the function: day ✓ date ✓ time ✓ and venue ✓
- Details of audience – 50 students/fellow collegemates ✓

Par. 3: -Topic: dangers of using drugs and overcoming bad habits ✓
- Duration :40 minutes ✓
- Enquire if any audio-visual aids required ✓

Par. 4: - Accommodation and travel arrangements (if any) ✓
- RSVP details must be provided. ✓

Par. 5: - Request for a CV and photograph. ✓ Why? ✓

Par. 6: CONCLUSION - Goodwill ✓

X Yours sincerely

X Signature

X INITIAL AND SURNAME - ANY [IN CAPS]
X SRC CHAIRPERSON - DESIGNATION [IN CAPS]

CONTENT	15
LANGUAGE	2 (minus ½ per error)
FORMAT	3 (minus 1 per error)
	20

(20)

3.2

CONTENT: 14 Indicated with a ✓		LANGUAGE: 3	FORMAT: 3 x	TOTAL 20
ATTRACTION	Colours, pics, font sizes✓✓✓✓	-½ per error	-Border -White space -Bullet or short form information	
INTEREST	Information presented in short way Details of: Topic✓ Day✓ Date✓ Venue✓ Time✓ Guest speaker✓			
DESIRE	E.g.: giving away prizes (any suitable)✓✓			
ACTION	Contact details✓✓			

(20)
[40]

TOTAL SECTION C: 40

SECTION D: TEXTUAL STUDIES

QUESTION 4

- 4.1 It is suitable✓ as long jump is his sport and he spent a long time battling to overcome✓ addiction and getting back to sport where he won a gold medal. (2)
- 4.2
- He has picked himself up from the ground.
 - He has achieved beyond his imagination.
 - He has conquered his addiction.
- (3 × 2) (6)
- 4.3
- Choose your journey
 - You must follow your dreams
 - One must also have a mentor
 - They can help you realise your dreams
 - He has healed after losing someone
- (5 × 2) (10)
- 4.4 Lecturer's discretion (5)

- 4.5 4.5.1 It is an area✓ near the city of Paarl in the Western Cape✓ (2)
- 4.5.2 That particular area is unsafe due to the drug influence✓ and people lose everything there as if the area takes it away✓ as that is where drugs are being sold. (2)
- 4.6 4.6.1 Figurative (1)
- 4.6.2 He was close to death almost as if he could see it.✓ But he couldn't actually see death as it is not an object.✓ (2)
- [30]**

TOTAL SECTION D: 30

SECTION E: CREATIVE WRITING

QUESTION 5

- 5.1
- Decide on the appropriate age group.
 - Brainstorm your ideas.
 - Decide on the theme.
 - Plot the story outline.
 - Decide on the pace.
 - What voice to use.
 - Develop the characters.
 - Decide on the setting.
 - Choose which style to use.
 - Use direct quotes.
- (10 × 2) (20)

5.2

CONTENT: 6	LANGUAGE: 3	FORMAT: 1	TOTAL
Any six interesting points regarding the topic	-1/2 per spelling and grammar error	In the form of a paragraph	10

(10)
[30]

TOTAL SECTION E: 30

SECTION F: QUESTION-AND-ANSWER TECHNIQUES

QUESTION 6

OPEN-ENDED QUESTIONS	CLOSED QUESTIONS
Tell us about yourself. ✓✓	Are you able to stay for aftercare service?
What is your opinion regarding corporal punishment?✓✓	Do you believe in forcing children to take a nap if they are unable to fall asleep?✓✓
What snacks are suitable for toddlers?✓✓	Do you have any children?✓✓
What is your classroom management style?✓✓	Are you able to get to the daycare centre easily?✓✓
How do you handle conflict?✓✓	Do you have a driver's license?✓✓

Lecturers to use discretion (accept any suitable answers)(10 × 2)

[20]

TOTAL SECTION F: 20
GRAND TOTAL: 200