



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

DAY CARE COMMUNICATION N6

29 May 2026

This marking guideline consists of 7 pages.

SECTION A

QUESTION 1

		INTERPERSONAL COMMUNICATION	MASS COMMUNICATION
1.1.1	Sender	• Sender knows intended audience • Sender has direct contact with audience • Expresses own or group opinion • Fairly sure message will reach intended audience	• Sender and has no direct contact with audience • Usually speaks for a large organisation • No certainty of the message reaching the target audience
1.1.2	Message	• Personal message • A prepared or spontaneous message	• Impersonal message • Usually, a prepared message aimed at a large audience
1.1.3	Code	• The language used, e.g. English, isiZulu • Body language	• Print media • Audio • Audio-visual • Social media
1.1.4	Medium/ Channel	• Direct (face to face) and indirect (a phone call) • Uncomplicated	• Usually, technical means of indirect transmission • Complicated, e.g. Radio, TV, Instagram, Billboards etc.
1.1.5	Receiver	• Usually known to the sender • Individual or part of the intended small group	• Not recognised individually • Part of the intended target audience
1.1.6	Feedback	• Immediate or delayed feedback • Verbal or non-verbal feedback • Direct or indirect feedback	• Usually delayed feedback • Verbal feedback • Indirect

(6 × 12) (24)

- 1.2 1.2.1 • Interpersonal communication
 • Communication between two people
 • Personal, direct message

- 1.2.2 • Mass communication
 • Communication between the sender and an intended large audience
 • Technical means of indirect transmission, e.g., television

(2 × 3) (6)
[30]

TOTAL SECTION A: 30

SECTION B

QUESTION 2

2.1	2.1.1	B	(10 × 2)	(10)
	2.1.2	C		
	2.1.3	B		
	2.1.4	C		
	2.1.5	D		
	2.1.6	A		
	2.1.7	C		
	2.1.8	C		
	2.1.9	B		
	2.1.10	B		
2.2	2.2.1	University of the Free State	(3 × 1)	(3)
	2.2.2	Under-19		
	2.2.3	Also known as		
2.3	2.3.1	Prop	(5 × 2)	(10)
	2.3.2	Ox Nché was born on July 23, 1995		
	2.3.3	Ox Nché represented Free State at the premier high school union competition in South Africa at the under-18 Craven Week competition.		
	2.3.4	Ox Nché is a South African rugby union player. He represents the Sharks in Super Rugby.		
	2.3.5	England and Wales		
2.4	2.4.1	The couple is working hard to make ends meet.	(5 × 1)	(5)
	2.4.2	That kind of music was old-fashioned.		
	2.4.3	The committee is unable to agree on a date for graduation.		
	2.4.4	The class teacher and class representative are expected to arrive.		
	2.4.5	Macaroni and cheese is her favourite dish.		
2.5	2.5.1	Environment	(3 × 1)	(3)
	2.5.2	Poster		
	2.5.3	Rhythmically		
2.6	2.6.1	Patrick was extremely drunk.	(4 × 1)	(4)
	2.6.2	The patient is going mad/foolish/silly.		
	2.6.3	Where is the food?		
	2.6.4	Ivy looked worried or unhappy.		

- | | | |
|-----|-------|--------|
| 2.7 | 2.7.1 | Purr |
| | 2.7.2 | Splash |
| | 2.7.3 | Yowl |
| | 2.7.4 | Splat |
| | 2.7.5 | Sizzle |

(5 × 1) (5)
[40]

TOTAL SECTION B: 40

SECTION C

QUESTION 3

- 3.1 **Layout** To.✓ From.✓ Date.✓ . Subject✓...Salutation✓

Content:

- Introduction✓✓
- Purpose✓✓
- Date✓
- Venue✓
- Number of guests✓
- Time✓
- Menu✓
- Cost✓
- Signature/Initials✓✓

Language and Spellings✓✓✓ (-½ per error) (20)

- 3.2 **Layout** To✓...From. Date.✓ Subject.✓ Salutation ..✓ (3 -1 per error)

Content

- Response yes or no✓
- Menu – shellfish allergy✓✓
- Cost✓
- Method of payment ✓

Language and Spelling✓ (- ½ per error) (10)
[30]

TOTAL SECTION C: 30

SECTION D

QUESTION 4

Take note they all work together. Internal memorandum and guidelines. If memo not used, 0 for layout.

4.1

ZOLLYNG FINANCE✓									
Telephone: 014 647 8882 Email: zfinance@info.co.za	110 Longwoods Drive Bloemfontein 4073								
MEMORANDUM									
TO:	DATE: (14 Days before meeting)								
FROM:	EXT:								
SUBJECT: <u>NOTICE OF FINANCE COMMITTEE MONTHLY MEETING</u>									
Type of meeting✓									
Venue✓									
Day✓									
Date✓									
Time✓									
Salutation✓									
Initials/Signature of Chairperson/AMZ									
<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="padding: 2px 5px;">Layout</td><td style="padding: 2px 5px;">4 (-1 per error)</td></tr><tr><td style="padding: 2px 5px;">Content</td><td style="padding: 2px 5px;">6</td></tr><tr><td style="padding: 2px 5px;">Language</td><td style="padding: 2px 5px;">1 (-½ per error)</td></tr><tr><td style="padding: 2px 5px; text-align: right;">Total</td><td style="padding: 2px 5px;">11</td></tr></table>		Layout	4 (-1 per error)	Content	6	Language	1 (-½ per error)	Total	11
Layout	4 (-1 per error)								
Content	6								
Language	1 (-½ per error)								
Total	11								

(11)

4.2 AGENDA

1. Attendance register✓
2. Apologies✓
3. Opening and welcome✓
4. Minutes of previous meeting✓
5. Matters arising✓
6. New business✓
 - 6.1 Quarterly report presented by Mr Ben✓
 - 6.2 Progress report presented by Mrs Amy Makah Zungu✓
7. General✓
8. Date of next meeting✓
9. Closure✓

LAYOUT - 1

Layout	1
Content	11
Language	2
Total	14

(14)

[25]

TOTAL SECTION D: 25

SECTION E

QUESTION 5

- 5.1 **Layout 1✓✓**
Language 3✓✓✓
Content 4✓✓✓✓ (8)
- 5.2 Entrance = birth✓ and exit = death✓ (2)
- 5.3 Just as bubbles are fragile and can pop✓ at any moment, a man's reputation is delicate and can be lost in an instant✓ (2)
- 5.4 In the 5th stage of human life, man has achieved/developed a career (e.g., a justice). He is overweight with flesh bulging from of his waist✓✓ ...
 In the 6th stage, man becomes weak, thin and old✓✓ (2 × 2) (4)
- 5.5 5.5.1 "The whining schoolboy, with his satchel and shining morning creeping like a snail unwillingly to school."
- 5.5.2 "Full of strange oaths and bearded like the pard jealous in honour, sudden and quick in quarrel"
- 5.5.3 "His youthful hose, well-saved, a world too wide
 For his shrunk shank"
- 5.5.4 "In fair round belly with good capon lin'd with eyes severe and beard of formal cut"

(4 × 2)

5.6	William Shakespeare was an English playwright and poet.	(2)
5.7	Metaphor. The entire speech itself is more like symbolism; men and women are portrayed as players whereas life is portrayed as a stage.	(2)
5.8	Simile	(2)
5.9	5.9.1 Actors 5.9.2 Enter 5.9.3 Infants 5.9.4 Drama stage 5.9.5 Satchel	(5 × 2) (10)
		[40]
TOTAL SECTION E:		40

SECTION F

QUESTION 6

6.1	6.1.1 Services 6.1.2 Vehicles 6.1.3 Pets 6.1.4 Real estate 6.1.5 Pet	(5 × 2) (10)
6.2	LAYOUT – 6 - (Consider the 4 AIDA principles/Border must be included. Design impression) LANGUAGE – 5 CONTENT – <u>14</u> 25 CONTENT – 14 Invite parents✓ Watch rugby match of their children✓✓ Date✓ Time✓ Fees✓✓ Main attraction at the event✓ Ox✓✓ Siya✓✓ Event to raise funds✓ For class toys✓	(25) [35]
TOTAL SECTION F:		35
GRAND TOTAL:		35