

# **ABRIDGED SECTION 4 OF THE CAPS: BUSINESS STUDIES**

## **IMPLEMENTATION DATE: 2020**



# Presentation Outline

1. Purpose
2. Background
3. Summary of Amendments
4. Revised Program of Assessment Gr. 10 -12
5. Weighting of formal assessment tasks Gr. 10 -12
6. Additional notes to POA for Gr 12 regarding structure of the June examination
7. Short term CAPS changes: Section 4
8. Annexure to CAPS: Structure of Final examination

# NOTE:

- The Information in the Presentation must be read in conjunction with the CAPS of the Subject.
- Kindly refer to Section 4 of the CAPS.

# Purpose

To mediate the amendments of CAPS Section 4: Grade 10 and 11 for implementation in 2020 as published in government gazette no: 42829



# Background

A number of concerns were received from teachers, subject specialists, parents and education stakeholders about the **challenges** in the **implementation** of the Curriculum and Assessment Policy Statements (CAPS) in many subjects across the grades with regards to:

- **Curriculum/assessment overload** and **poor curriculum coverage**;
- **Poor quality** of formal **assessment tasks**;
- **Lack of guidance** on the use of **cognitive levels**;
- **Omissions** on the **forms of assessment**; and
- **Weighting** of assessment tasks with regards to **time and marks**



# Summary of Amendments

- New structure of the two papers explained
- Six formal tasks per year maintained
- Terms of reference for administration of formal tasks included
- Improved explanation of the other forms of assessment
- Weighting per task for final SBA allocated and fixed on SASAMS
- Weightings for term reporting allocated and will be fixed on SASAMS for uniformity
- Percentage of problem solving questions has been changed
- Programme of assessment tables amended to reflect two examination papers

# Programme of Assessment

## GRADE 10

	TERM 1		TERM 2			TERM 3		TERM 4	
Form of assessment	Case study	Controlled Test	Presentation	June exam		Project	Controlled Test	Final examination	
Tool(s) of assessment	Marking guideline	Marking guideline	Rubric and Marking guideline	Marking guideline		Rubric and Marking guideline	Marking guideline	Marking guideline	
Total marks	50	100	50	Paper 1	Paper 2	50	100	Paper 1	Paper 2
				100	100			150	150
Time allocation	2 Hrs	1.5 Hrs	1 Hr	1.5 Hrs	1.5 Hrs	6 Weeks	1.5 Hrs	2 Hrs	2 Hrs
Date of completion	Week 8	Week 8	Week 6	Week 9 - 10		Week 8	Week 9	Week 10	
Content focus: Knowledge and skills	Market, Micro and Macro environment	Control test should cover 4 topics done as per the ATP for Term 1	At least 4 topics as per the ATP of Term 2	The June exam should cover all topics done as per the ATP for Term 1 & 2		At least 4 topics as per the ATP of Term 3	Control test should cover all topics done as per the ATP for Term 3	The final exam should cover all topics done for the year as per the ATP	



# Weightings Grade 10

	Term 1		Term 2			Term 3			Term 4	
Assessment	Case Study	Test	Presentation	Mid-year		Project	Test	Year mark	Final Exam	Total
Total marks	50	100	50	P1 100	P2 100	50	100		300	
Per term weighting	25	75	25	37.5	37.5	25	75			
Per annum weighting	50/5 =10	100/5 = 20	50/5 =10	100/10 =10	100/10 =10	50/2.5 =20	100/5 =20	100	300	400
Final Mark								25	75	100



# Programme of Assessment

## GRADE 11

	TERM 1		TERM 2			TERM 3		TERM 4	
Form of assessment	Case study	Control Test	Presentation	June exam		Project	Control Test	Final examination	
Tool(s) of assessment	Marking guideline	Marking guideline	Rubric and Marking guideline	Marking guideline		Rubric and Marking guideline	Marking guideline	Marking guideline	
Total marks	50	100	50	Paper 1	Paper 2	50	100	Paper 1	Paper 2
				150	150			150	150
Time allocation	2 Hrs	1.5 Hrs	1Hr	2 Hrs	2 Hrs	6 Weeks	1.5 Hrs	2Hrs	2Hrs
Date of completion	Week 7	Week 9-10	Week 7	Week 9 - 10		Week 2	Week 7-8	Week 9-10	
Content focus: Knowledge and skills	At least 4 topics as per the ATP in Term 1	Control test should cover at least 5 topics as per the ATP for Term 1	At least 4 topics as per the ATP for Term 2	The June exam should cover all topics done as per the ATP for Term 1 & 2		Term 3 topics as per the ATP	Control test should cover 3 topics done as per the ATP for Term 3	The final exam should cover all topics done for the year as per the ATP	



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# Weightings Grade 11

	Term 1		Term 2			Term 3			Term 4		
Assessment	Case Study	Test	Presentati on	Mid-year		Project	Test	Year mark	Final Exam		Total
Total marks	50	100	50	P1 150	P2 150	50	100		Paper 1 150	Paper 2 150	300
Per term weighting	25	75	25	37.5	37.5	25	75		2Hrs	2Hrs	
Per annum weighting	50/5 =10	100/5 = 20	50/5 =10	150/15 =10	150/15 =10	50/2.5 =20	100/5 =20	100	300		400
Final Mark								25	75		100

# NOTE: Grade 12

The exam consists of one paper out of 300 marks until November 2019.

The paper consists of EIGHT questions for the June exam and 10 questions for the Preparatory exam as well as the year end exam.

## **Structure of the June Exam – Grade 12**

From the **EIGHT** questions only **SIX** must be answered as follows:

**SECTION A: Question 1 is COMPULSORY (Include Management and Leadership)**

**SECTION B: Consists of FOUR questions of which candidates must only answer THREE: e.g.**

- Question 2: Business Environment
- Question 3: Business Role
- Question 4: Business Operation
- Question 5: Miscellaneous: Including Management and Leadership

**SECTION C: Consists of THREE questions 6-8 which the candidate must choose only TWO**

- Question 6: Business Environment
- Question 7: Business Role
- Question 8: Business Operation

## 4. Business Studies

### 4.4 Forms of Assessment

#### Terms of references for all tasks:

- The Programme of Assessment informs the type of assessment per term expected from learners.
- Each formal assessment task must consist of only one assessment activity
- Each task must be completed by individual learners. (Group work is not allowed as it influences mark allocations as well and result in skewed SBA marks)
- A topic must be specified and clear instructions given to learners as guidance of what is expected when completing the task.
- Questions must scaffold from lower cognitive levels to higher cognitive level questions where they are asked to analyse, comment and possibly make suggestions based on the topic and the case study given.
- All tasks must be administered under controlled conditions. Learners must collect information and bring it to the classroom where the teacher and learners can interact with the collected information to complete the task.

#### 4.4.1 Case Study

- Teachers must provide learners with the topics on which the case study will be based for assessment.
- Learners to be given one week to collect resources on the topics
- The case study must be administered and completed within two hours under controlled conditions.
- Case studies are a very good way of keeping the subject up to date and relevant.
- Learners are presented with a real-life situation, a problem or an incident related to the topic.
- Each formal assessment task must consist of only one assessment activity
- They should draw on their own experience or prior learning to interpret, analyse and solve a problem or set of problems and make suggestion/s and or recommendation/s to defend their arguments.
- Case studies may be taken from newspaper articles, magazine articles, video clips or radio recordings and all sources must be acknowledged.

## 4.4.2 Control Tests

Two tests, written under **controlled** conditions, are prescribed for Grades 10 - 12. These tests must adhere to the following:

- They must be completed by all classes in the same grade on the same day.
- Where there is more than one teacher, agreement must be reached on the scope as well as the date and time of the tests.
- All learners write the same test under examination conditions.
- The duration of each of these test must be one and half hours for 100 marks.
- The two tests must be written in Terms 1 and 3.
- Tests must cover the different cognitive levels in examinations. See table on cognitive levels under Examinations in the following section.
- Tests must also include problem-solving questions.
- Tests must cover a range of integrated topics, as determined by the annual teaching plan work schedule and the assessment plan.

Questions must comply with year-end examination standards.



## 4.4.3 Presentation

- A presentation in Business Studies consists of the following components:
  - **Written**       **(40) marks**
  - **Oral**         **(10) marks**
  - **Total**        **(50) marks**
- The presentation must be based on topics in term 2 according to the Annual Teaching Plan.
- A maximum of five (5) minutes must be allocated to the oral presentation per learner.
- A different rubric must be used for both the written and oral part of the presentation.
- The rubric for the written presentation must be accompanied by a marking guideline.
- Evidence must be available of the oral mark allocated using a rubric.

# Presentation continued

- The rubric for the assessment of the written as well as for the oral part of the presentation must include the following aspects:
  - Criteria used to assess must be discussed with the learners prior to the commencement of the project.
  - Clear level descriptors, which represents the contents of the topic identified for assessment through specific criteria, must be used. (All levels from 0 – 5 must be included)
  - No clustering of levels are permitted, e.g. 0-1; 2-3 and 4-5
  - The depth of responses must be clear to allow a learner to obtain maximum marks.
  - Technical aspects required must also be set as criteria and to be clearly defined in the level descriptors.
- Descriptors should be clearly developed in both rubrics.
- Where e-learning resources are available, the use of electronic presentations should be encouraged and where e-learning resources are not available, posters and/or handout presentations are encouraged.





## 4.4.4 Project

- The purpose of a research project is to develop the research, critical thinking and problem-solving skills of learners.
- Projects generally work well if they are structured around some form of problem and learners guided towards further research.
- Research will form part of the project – the project is the evidence of the research conducted.
- Projects must be given to learners towards the end of the second term for submission during the third term. Refer to the note at the end of Term 2 Content (page 17 for Grade 10, page 27 for Grade 11 and page 40 for Grade 12)
- A project is completed over a longer period of time, as they involve some form of research, consolidation and the choosing of relevant information to prepare a written document as evidence.
- Submission of the project is due within the second week of the third term.

# Project continued

- The control in the case of a project will be in the form of continuous monitoring of progress.
- All the criteria used in a rubric to assess the project must be discussed with the learners prior to them commencing with the project.
- A marking rubric must be used for the project and the following aspects are of importance:
  - Criteria used to assess must be discussed with the learners prior to the commencement of the project.
  - Clear level descriptors, which represents the contents of the topic identified for assessment through specific criteria, must be used. (All levels from 0 – 5 must be included)
  - No clustering of levels is permitted, e.g. 0-1; 2-3 and 4-5
  - The depth of responses must be clear to allow a learner to obtain maximum marks.
  - Technical aspects required must also be set as criteria and to be clearly defined in the level descriptors.

# Changes in the CAPS document

Page	CURRENT	CHANGES
45	No action verbs	Action verbs inserted
46	Program of assessment Grade 10-12	Revised Program of assessment Gr 10- 12
	No weightings	Insert weighting of FATs Gr 10, 11 & 12
		Notes to Grade 12 PoA – Relating to structure of June Question Paper



# Changes in CAPS document cont..

Page	CURRENT	CHANGES
47	Other forms of assessment	Replaced with “Forms of assessment”  Revised forms of assessment inserted including terms of reference for all tasks and the forms of assessment that must be administered
49	Mid-year exams  Structure of mid-year exams	Replaced with June exams  Structures of June examination Grades 10 – 11 revised
50	End of year examinations	Structure of year end examination for Grades 10 - 12 revised



# Contact details

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# THANK YOU



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