



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

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**TO: HEADS OF EXAMINATIONS
HEADS OF CURRICULUM
NATIONAL ALLIANCE OF INDEPENDENT SCHOOL ASSOCIATIONS (NAISA).
SCHOOL GOVERNING BODY ASSOCIATIONS
TEACHER UNIONS
UMALUSI
DISTRICT DIRECTORS
SCHOOL PRINCIPALS**

CIRCULAR E7 OF 2023

PROCEDURES AND GUIDELINES FOR THE CONDUCT OF THE FINAL PRACTICAL EXAMINATION IN DESIGN PAPER 2 AND VISUAL ARTS PAPER 2, NATIONAL SENIOR CERTIFICATE: NOVEMBER 2023 GRADE 12 EXAMINATIONS

1. The Department of Basic Education (DBE) 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 Paper 2.
2. The 2023 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 21 July 2023. Provincial Education Departments (PEDs) must ensure that all learners offering Design and/ or Visual Arts have the question paper no later than 24 July 2023 to allow for learners to access and research information needed for Section A of the question paper. Learners must sign a register 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 20 October 2023.
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. Internal arrangements must be made at each school to accommodate the technical procedures that specific art disciplines may require, for example, Ceramic.

8. PEDs 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.
9. Candidates may not be left on their own while working on Section B, neither are they allowed to take incomplete Artwork/Product home. All incomplete Artwork/Product must be kept at school until the next scheduled session.
10. PEDs 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 Head 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.
11. The consolidated schedule for the conduct of Section B for all schools offering Design and/or Visual Arts together with the PEDs plan to monitor the administration of these examinations should be forwarded to the DBE by 22 September 2023 for the attention of Ms NE Nobongoza: Telephone (012) 357 3598 or E-mail: Nobongoza.E@dbe.gov.za to enable the DBE to arrange for provincial monitoring.
12. Your co-operation in this matter is greatly appreciated.

DR B MTHEMBU

DEPUTY DIRECTOR-GENERAL: CURRICULUM POLICY, SUPPORT AND MONITORING

DATE: 26/06/2023