

COMPUTER APPLICATIONS TECHNOLOGY: PAPER II

TO THE TEACHER RESPONSIBLE FOR CANDIDATES IN THE COMPUTER APPLICATIONS TECHNOLOGY PRACTICAL EXAMINATION

INSTRUCTIONS CONCERNING DATA FILES SUPPLIED IN THE IEB ELECTRONIC POSTBOX: ASSESSMENT MATERIAL

Teachers need to ensure that the full package (word processor, spreadsheet and database), including wizards and help, is installed and available on the computers used by learners taking this subject and this examination. Learners will require the use of a Text Editor, e.g. Notepad, WordPad, Komodo and Notepad ++ for the HTML coding. Learners writing in Afrikaans must have an Afrikaans spell check installed. If you are using Microsoft software, Microsoft Office 2007 is the minimum software requirement. This is necessary for Grade 12 in 2020.

Data Files

The CAT Practical Examination Data Files have been placed in the IEB ELECTRONIC POSTBOX: ASSESSMENT MATERIAL. These Data Files are to be checked against ANNEXURE A on page 3 and copied onto the disk space that will be used exclusively by each candidate on the examination date.

Submission of the practical examinations for marking

The Computer Applications Technology: Paper II (Practical Examination) is scheduled for Thursday, 15 October 2020, from 9:00 to 12:00. On completion of the examination:

- It is the CAT teachers' responsibility to ensure that all the candidates' data is placed on the two barcoded CDs that will be provided by the IEB.
- Each candidate must have their own folder on the CDs, with their examination number as the name of the folder and all files contained within.
- A backup must also be made and kept at the school on relevant storage media until 28 February 2021 when the re-marking process has been completed.
- The two barcoded CDs need to be placed in the padded envelope provided by the IEB and, be locked in the electronic examinations bag by no later than 17:00 on Thursday, 15 October 2020.
- **A completed and signed copy of the attached PRACTICAL EXAMINATION DECLARATION IN GRADE 12, 2020 is to be included in the padded envelope.**
- The electronic examinations bag with the CAT Practical Examination CDs needs to be returned to the IEB by Tuesday, 20 October 2020.
- The two barcoded CDs and the padded envelope will be sent to the schools in the delivery that includes the CAT Practical Examination papers.

LETTER FROM THE HIGH SCHOOL HEAD AND CAT TEACHER(S)



Attachment to Circular no. 44/2020

Name of School	
Centre Number	
Completed by	
Designation	

The IEB
P O Box 875
Highlands North
2037

Dear IEB

RE: PRACTICAL EXAMINATION DECLARATION IN GRADE 12, 2020
COMPUTER APPLICATIONS TECHNOLOGY

We certify that we have ensured that	Cross your response	
All the work in each candidate's folder has been copied from the examination location to the IEB CDs without any modification whatsoever.	YES	NO
All the work in each candidate's folder is the work of that learner only.	YES	NO
Two copies of each candidate's folder have been sent to the IEB on the two CDs provided by the IEB.	YES	NO
NO CANDIDATE HAD ACCESS TO THE INTERNET DURING THE EXAMINATION.	YES	NO
No help or assistance at all was given to or allowed to be given to any candidate other than that of a technical nature; either a computer malfunction or a power failure.	YES	NO
A comprehensive incident report describing the computer malfunction and/or the power failure has been sent to the IEB.	YES	NO
A copy of each candidate's work has been saved on the school system and will be kept at the school on relevant storage media until 28 February 2021 when the re-marking process has been completed.	YES	NO

CAT EDUCATOR/S

HEAD

DATE

DATE

ANNEXURE A

FILES FOR LEARNERS

The following pages contain the hard-copy printouts of the data supplied to each of the candidates.

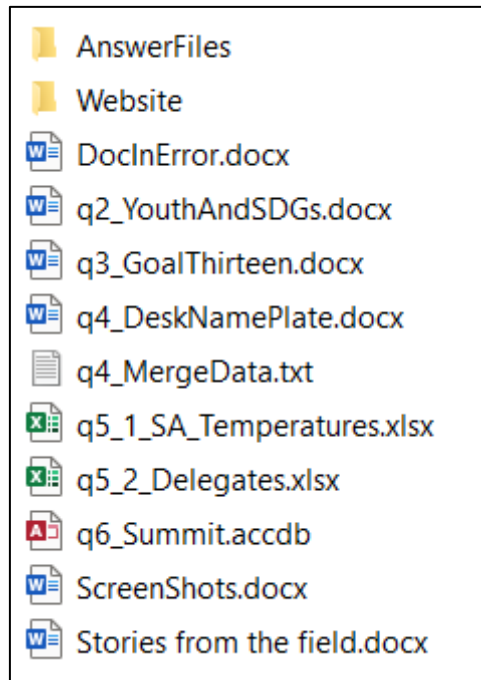


Figure 1

The **AnswerFiles** folder contains one file. Refer to **Figure 2** below.



Figure 2

The **Website** folder contains two files and one subfolder. Refer to **Figure 3** below.

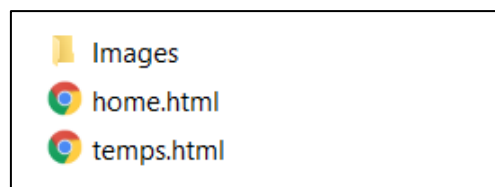


Figure 3

The **Images** subfolder within the **Website** folder contains three files. Refer to **Figure 4** below.



Figure 4