NOTE TO PROVINCIAL EDUCATION DEPARTMENTS ON THE PRINTING OF THE FOLLOWING QUESTION PAPERS:

- COMPUTER APPLICATIONS TECHNOLOGY - PAPER 1 (PRACTICAL)
- COMPUTER APPLICATIONS TECHNOLOGY - PAPER 2 (THEORY)

The above question papers each contain an annexure or answer sheet that candidates are required to complete during the examination and to hand to the invigilator, along with their answer books, once they have completed the examination. These annexures or answer sheets should be printed on a paper of a different colour to that of the question paper and inserted as a loose sheet into each question paper.

NOTE TO PROVINCIAL EDUCATION DEPARTMENTS ON THE PROVISION OF DATA FILES TO EXAMINATION CENTRES FOR THE FOLLOWING QUESTION PAPER:

COMPUTER APPLICATIONS TECHNOLOGY - PAPER 1 (PRACTICAL)

Four folders containing the data files required by candidates for the above examination have been supplied on the CAT data CD sent to each provincial education department along with the question paper masters. Each folder contains a sub-folder and 14 individual files of differing types. These folders are labelled as follows:

- Datalêers (Windows – Afr)
- Data Files (Windows – Eng)
- Datalêers (Linux – Afr)
- Data Files (Linux – Eng)

Where practically possible examination centres should receive only the appropriate folder. That is, where an examination centre uses

- the Windows operating system and Microsoft Office it should receive either the folder labelled Datalêers (Windows – Afr) or the folder labelled Data Files (Windows – Eng) or both folders, depending on the home language of the candidates at the examination centre

- the Linux operating system and OpenOffice it should receive either the folder labelled *Datalêers (Linux – Afr)* or the folder labelled *Data Files (Linux – Eng)* or both folders, depending on the home language of the candidates at the examination centre

PREPARATION OF DATA CD FOR SCHOOLS

Please note the instructions contained in Circular E25 of 2009 regarding the implementation of the practical examinations for Computer Applications Technology and Information Technology.

Provincial education departments should use the services of the senior departmental official responsible for CAT to assist with the preparation of the data CDs to be sent to schools.

- Provinces using **Windows** as the operating environment must first delete ALL the Linux folders before preparing data CDs for each of the examination centres as the Linux folders will not be required.

- Provinces using **Linux** as the operating environment must first delete ALL the Windows folders before preparing data CDs for each of the examination centres as the Windows folders will not be required.
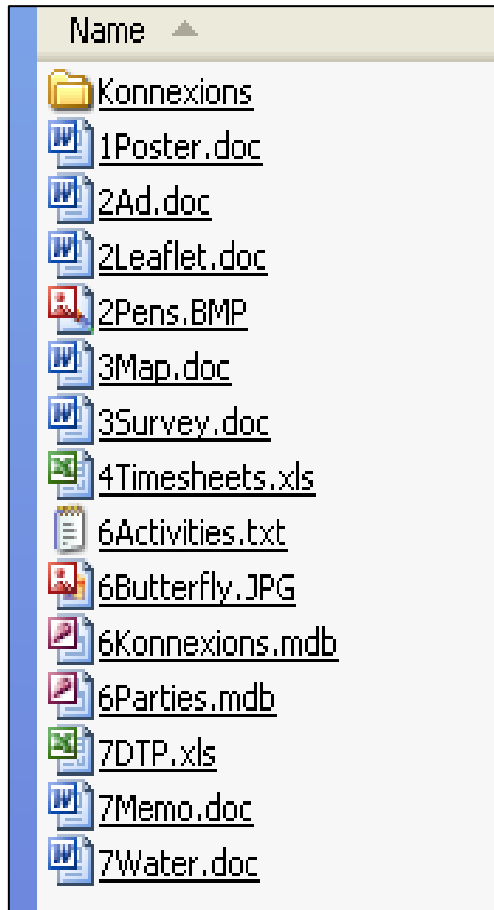
Having done the above the province should be left with either the Windows or the Linux folders but not both. These can now be copied to a CD for distribution to the examination centres.

KZNED please note that there is one school in Pietermaritzburg (viz. Northbury Park Secondary School) that uses Linux and OpenOffice and so they should be sent the Linux versions of the files.

When the examination centre prepares the examination folders for each of the candidates the CAT teacher, under supervision of the chief invigilator, need copy only the folder appropriate to the language of the candidate (i.e. Afrikaans or English) to the candidate's examination folder.

The following image shows what should be in the examination folder of each candidate immediately before the examination starts:

For Windows Users

Name ▲
📁 Konnexions
📄 1Poster.doc
📄 2Ad.doc
📄 2Leaflet.doc
📄 2Pens.BMP
📄 3Map.doc
📄 3Survey.doc
📄 4Timesheets.xls
📄 6Activities.txt
📄 6Butterfly.JPG
📄 6Konnexions.mdb
📄 6Parties.mdb
📄 7DTP.xls
📄 7Memo.doc
📄 7Water.doc

For Linux Users

Name ▲
📁 Konnexions
📄 1Poster.odt
📄 2Ad.odt
📄 2Leaflet.odt
📄 2Pens.BMP
📄 3Map.odt
📄 3Survey.odt
📄 4Timesheets.ods
📄 6Activities.txt
📄 6Butterfly.JPG
📄 6Konnexions.odb
📄 6Parties.odb
📄 7DTP.ods
📄 7Memo.odt
📄 7Water.odt