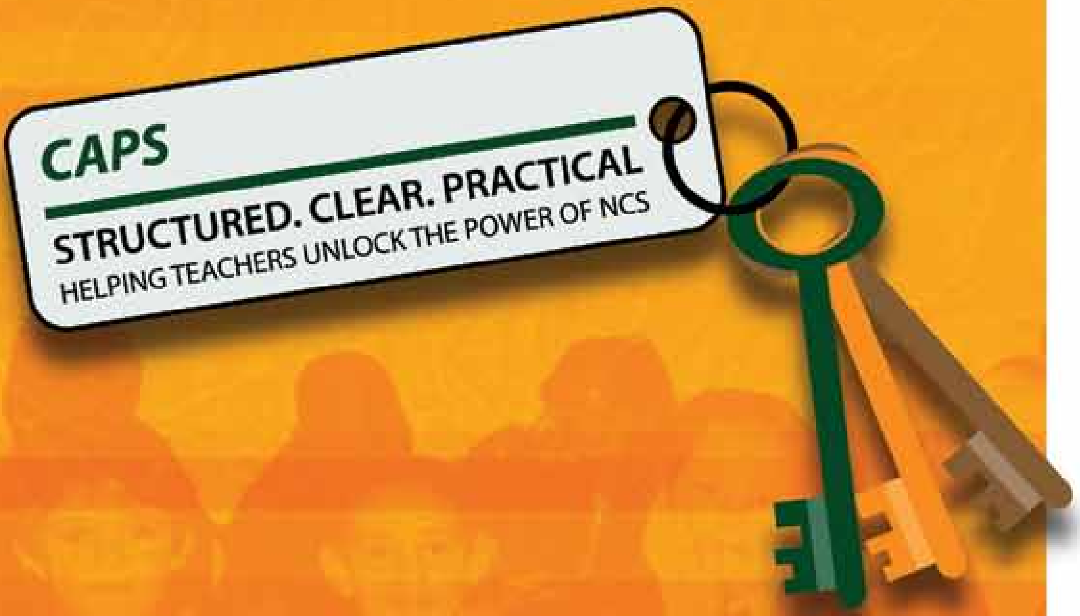
ISIZULU ULIMI LOKWENGEZA LOKUQALA

IsiTatimende soHlelo lweziFundo lukaZwelonke (uTAHFUZWE)

IsiTatimende seNqubomgomo yoHlelo lweziFundo nokuHlola



IsiGaba esiPhakeme AmaBanga 7-9

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ISITATIMENDE SENQUBOMGOMO YOHLELO LOKUFUNDA NOKUHLOLA

AMABANGA 7-9

ISIZULU ULIMI LOKWENGEZA LOKUQALA

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FOREWORD BY THE MINISTER

Our national curriculum is the culmination of our efforts over a period of seventeen years to transform the curriculum bequeathed to us by apartheid. From the start of democracy we have built our curriculum on the values that inspired our Constitution (Act 108 of 1996). The Preamble to the Constitution states that the aims of the Constitution are to:

- heal the divisions of the past and establish a society based on democratic values, social justice and fundamental human rights;
- improve the quality of life of all citizens and free the potential of each person;
- lay the foundations for a democratic and open society in which government is based on the will of the people and every citizen is equally protected by law; and
- build a united and democratic South Africa able to take its rightful place as a sovereign state in the family of nations.

Education and the curriculum have an important role to play in realising these aims.

In 1997 we introduced outcomes-based education to overcome the curricular divisions of the past, but the experience of implementation prompted a review in 2000. This led to the first curriculum revision: the *Revised National Curriculum Statement Grades R-9* and the *National Curriculum Statement Grades 10-12* (2002).

Ongoing implementation challenges resulted in another review in 2009 and we revised the *Revised National Curriculum Statement* (2002) and the *National Curriculum Statement Grades 10-12* to produce this document.

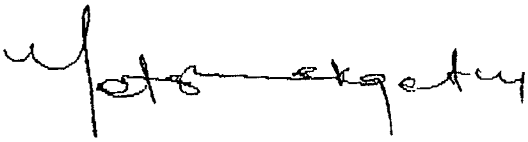
From 2012 the two National Curriculum Statements, for *Grades R-9* and *Grades 10-12* respectively, are combined in a single document and will simply be known as the *National Curriculum Statement Grades R-12.* The *National Curriculum Statement for Grades R-12* builds on the previous curriculum but also updates it and aims to provide clearer specification of what is to be taught and learnt on a term-by-term basis.

The *National Curriculum Statement Grades R-12* represents a policy statement for learning and teaching in South African schools and comprises of the following:

(a) Curriculum and Assessment Policy Statements (CAPS) for all approved subjects listed in this document;

(b) *National policy pertaining to the programme and promotion requirements of the National Curriculum Statement Grades R-12*; and

(c) *National Protocol for Assessment Grades R-12.*



MRS ANGIE MOTSHEKGA, MP
MINISTER OF BASIC EDUCATION

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INGXENYE YOKU-1: ISINGENISO SESITATIMENDE SENQUBOMGOMO YOHLELO LOKUFUNDA NOKUHLOLA

1.1. ISENDLALELO

IsiTatimende SoHlelo LweziFundo LukaZwelonke seBanga-R kuya kwele-12 (uTaHFuZwe) sikhombisa inqubomgomo yezinhlelo zezifundo kanye nezokuhlola emkhakheni wokufunda esikoleni.

Ukuze kwenziwe ngcono ukusetshenziswa kwaso, kwadingeka ukuthi kube nezichibiyelo ezithile ezizoqala ukusebenza ngoMasingana ngonyaka wezi-2012. Kwabe sekubhalwa umqulu owodwa odidiyele *IsiTatimende SeNqubomgomo YoHlelo LweziFundo NokuHlola* saleso naleso sifundo, okuwumqulu othatha isikhundla *seziTatimende zesiFundo, umHlahlandlela woHlelo lokuFunda kanye nomHlahlandlela wokuHlola Izifundo eBangeni-R kuya kwele-12*.

1.2 UKUBUKA NGAMAFUPHI

(a) IsiTatimende *SoHlelo LweziFundo LukaZwelonke seBanga-R kuya kwele-12 (kuMasingana ngonyaka wezi-2012)* simele inqubomgomo yokufunda nokufundisa ezikoleni zaseNingizimu Afrika futhi siqukethe lokhu:

(i) NesiTatimende seNqubomgomo yoHlelo LweziFundo nokuHlola kuleso naleso sifundo esifundwayo.

(ii) Umqulu weNqubomgomo, i-*National Policy pertaining to the programme and promotion requirements of the National Curriculum Statement IBanga-R kuya kwele-12, kanye*

(iii) Nomqulu weNqubomgomo*, i-National Protocol for Assessment IBanga-R kuya kwele-12 kuMasingana ngonyaka we-2012).*

(b) *IsiTatimende SoHlelo LweziFundo LukaZwelonke seBanga*-R-12 *(kuMasingana 2012), sithatha indawo yeziTatimende zoHlelo LweziFundo lukaZwelonke ezimbili ezikhona njengamanje; okuyilezi*

(i) *IsiTatimende soHlelo LweziFundo LukaZwelonke Olubukeziwe IBanga-R kuya kwelesi-9, IGazethi KaHulumeni* ye-23406 zingama-31 kuNhlaba ngonyaka wezi -2002 kanye

(ii) *IsiTatimende soHlelo LweziFundo LukaZwelonke IBanga le-10 kuya kwele-12, IGazethi KaHulumeni* ye-25545 ziyi-6 kuMfumfu ngonyaka we-2003 neye-27594 ziyi-17 kuNhlaba ngonyaka we-2005.

(c) IsiTatimende soHlelo LweziFundo lukaZwelonke esibekwe sacaciswa esigabeni u-b (i) kanye no- (ii) siqukethe le miqulu yenqubomgomo elandelayo esizomiswa ukusetshenziswa kuthi esikhundleni sayo kungene is*iTatimende soHlelo LweziFundo IBanga-R kuya kwele -12 kusuka ngonyaka wezi-2012 kuya kowezi-2014:*

(i) Isifundo / isiTatimende sesiFundo, umHlahlandlela woHlelo lokuFunda kanye nomHlahlandlela wokuHlola kwesiFundo IBanga-R kuya kwelesi-9 kanye neBanga le-10 kuya kwele -12;

(ii) Umqulu wenqubomgomo, i*National Policy on Assessment and Qualification for Schools in the General Education and Training Band okwashicilelwa kwaba umthetho kuGovernment Notice No.124 kuGovernment Gazette No. 29626 mhla ziyi-12 kuNhlolanja ngonyaka wezi-2007.*

(iii) Umqulu weNqubomgomo, i-*National Senior Certificate: iKhwalifikheshini yezinga lesi-4 kuNational Qualifications Framework (NQF),* elishicilelwa laba semthethweni *kuGovernment Gazette No. 27819* mhla zingama- 20 kuNtulikazi ngonyaka wezi-2005;

(iv) Umqulu weNqubomgomo, *isichibiyelo somqulu wenqubomgomo, weNational Senior Certificate: iKhwalifikheshini yezinga lesi-4 kuNational Qualifications Framework (NQF), ukubhekelela izingane ezinezidingo eziyisipesheli,* elethulwa *kuGovernment Gazette, No. 29466* mhla ziyi-11 kuZibandlela ngonyaka wezi-2006, lifakiwe nalo kulo mqulu wenqubomgomo, i-*National Policy pertaining to the programme and promotion requirements of the National Curriculum Statement IBanga-R kuya kwele-12; kanye;*

(v) Nomqulu wenqubomgomo, *isichibiyelo somqulu wenqubomgomo, weNational Senior Certificate: iKhwalifikheshini yezinga lesi-4 kuNational Qualifications Framework (NQF),* ukubhekelela i-*National Protocol for Assessment (IBanga-R kuya kwele-12), elashicilelwa laba semthethweni kuGovernment Notice No. 1267 kuGovernment Gazette No. 29467* mhla ziyi-11 kuZibandlela ngonyaka wezi-2006*;*

(d) Umqulu wenqubomgomo, *i-National policy pertaining to the programme and promotion requirements of the National Curriculum Statement IBanga-R kuya kwele-12,* kanye nezigaba ezitholakala esiTatimendeni seNqubomgomo soHlelo lweziFundo nokuHlola njengoba kubekiwe ezahlukweni kusuka kwesesi-2, 3 kanye nesesi-4 kulo mqulu kuyingxenye yemithetho nemigomo *yesiTatimende soHlelo lweziFundo IBanga-R kuya kwele-12.* Ngalokho-ke, *ngokuka Section 6 A* we*South African Schools Act, 1996 (Act No.84 of 1996,)* kwakha isisekelo sokuthi uNgqongqoshe weMfundo esemaZingeni aPhansi akwazi ukunquma imiphumela kanye nemigomo emincane nje okungasukelwa kuyo, kanye nenqubo, nendlela yokwenza ukuhlola kokuphumelela komfundi ukuba kusetshenziswe ezikoleni zomphakathi nalezo ezizimele.

1.3 IZINHLOSO EZIVAMILE ZOHLELO LWEZIFUNDO LWASENINGIZIMU AFRIKA

(a) *IsiTatimende soHlelo lweziFundo lukaZwelonke IBanga-R kuya kwele-12* sikhombisa lokho okuthathwa ngokuthi kungulwazi, amakhono namagugu adinga ukufundwa ezikoleni zaseNingizimu Afrika. Lolu Hlelo lweziFundo luhlose ukuqinisekisa ukuthi abafundi bathola babuye basebenzise ulwazi namakhono njengendlela ahambisana ngayo nezimpilo zabo. Ngale ndlela uHlelo lweziFundo lukhulisa ulwazi lwezimo abaphila kuzona, babenozwelo kuzibopho zomhlaba jikelele.

(b) *IsiTatimende SoHlelo LweziFundo LukaZwelonke seBanga-R kuya kwele-12 sihlose lokhu:*

- Ukuhlomisa abafundi, noma ngabe bavela kuziphi izimo zenhlalo yomphakathi nezomnotho, ubuzwe, ubulili, ukukwazi ukusebenzisa umzimba nengqondo / ukuhlakanipha, ngolwazi, amasu nokungamagugu adingekayo ukuze bakwazi ukuzenelisa, nokubamba iqhaza elibonakalayo emphakathini njengezakhamuzi zezwe elikhululekile.
- Ukuvumela abafundi ukuba bangene emikhakheni yemfundo ephakeme.
- Ukwenza kube lula kubafundi ukwedlulela ezikhungweni zemisebenzi ngemuva kokuqeda esikoleni / imfundo yamabanga aphakeme; kanye
- Nokwedlulisela kubaqashi ulwazi oluphelele ngamakhono nakwazi ukukwenza ngempumelelo umfundi.

(c) *IsiTatimende soHlelo lweziFundo lukaZwelonke seBanga-R kuya kwele -12 sesekwe yile migomo elandelayo:*

- *Ukuguquka kwezenhlalo yomphakathi*; ukubhekelela ukungalingani kwezemfundo ngesikhathi esedlule ukuze kulungiswe, nokuthi amathuba okufunda alinganayo atholwe yiwo wonke umphakathi;
- *Ukufunda ngokuphapheme nangokuhlolisisa*; ukukhuthaza indlela yokufunda ngokuphapheme nangokuhlolisisa ekufundeni , kunokuthi abafundi bamane bagxishe emakhanda lokho abanikwe khona bebe bengayiqondi incazelo yakho;

- *Ulwazi oluphakeme namakhono aphakeme*, ubuncane obemukelekile umthetho wokulinganisa ulwazi okumele luzuzwe ebangeni ngalinye kumele bucaciswe, kubekwe nemigomo ephezulu okumele izuzwe kuzo zonke izifundo;

- *Inqubekela phambili yolwazi*; okuqukethwe nengqikithi yalelo nalelo banga kukhombise inqubekela phambili ukusuka kokulula kuya kokulukhuni.

- *Amalungelo esintu, ukudidiyela, ubulungiswa bezemvelo nezenhlalo yomphakathi;* ukufaka imigomo nenkambiso yobulungiswa bezemvelo nezenhlalo kanye namalungelo esintu njengoba echaziwe kumThethosisekelo waseNingizimu Afrika. IsiTatimende soHlelo lweziFundo lukaZwelonke seBanga-R kuya kwele-12 (Jikelele) sinozwela ezindabeni zokwehlukahlukana kwesintu njengobuphofu, ukungalingani, ubuzwe, ubulili, ulimi, ubudala nokukhubazeka kanye nezinye izimo;

- *Ukwazisa ngezinhlelo zolwazi lwendabuko*, ukwazisa ukunotha komlando namasiko aleli zwe, nomthelela obalulekile wokufundisa ngamagugu aqukethwe ngumThethosisekelo okube nawo njengomsuka wenguquko ukusiza ekuguquleni amagugu abafundi; kanye

- *Nokukholakala, uhlonze kanye nokwenza ngempumelelo*, ukuhlinzeka ngohlobo lwemfundo olungaqhathaniseka ngokuqeqesheka nangazo zonke ezinye izindlela njengakwamanye amazwe.

(d) Isitatimende Sohlelo LweziFundo Lukazwelonke seBanga-R kuya kwele-12 sihlose ukukhiqiza abafundi abazokwazi:

- Ukubona baxazulule izinkinga, bakwazi nokwenza izinqumo besebenzisa ukucabanga ngokuhlaziya nangobuchule;

- Ukusebenza ngokuzinikela nabanye njengamalungu eqembu;

- Ukulungiselela, bakwazi ukuziphatha bona baphathe nemisebenzi yabo ngokuyikho;

- Ukuqoqa, bahlaziye, bahlele, bahlanganise, bahlolisise ngokucubungula ulwazi.

- Ukuxoxisana ngempumelelo besebenzisa izinto ezibukwayo, ukufanekisa ngezimpawu kanye namanye amakhono olimi ezimweni ezahlukene;

- Ukusebenzisa isayensi nobuchwepheshe ngempumelelo nangokuhlolisisa bekhombisa nokuzinikela kwezemvelo kanye nempilo yabanye; kanye

- Nokukhombisa ukuqondisisa umhlaba njengenkundla yezinhlelo ezihlobene ngokubona ukuthi izimo zokuxazulula izinkinga azenzeki ngazodwana.

(e) *Ukuhlanganisa izinhlobo zabafundi* yikho okumele kube ngumgogodla wokuhlela, ukulungiselela, nokufundisa kuleso naleso sikole. Lokhu kungenzeka kuphela uma bonke othisha bekuqonda kahle ukuthi bazobabona futhi babasize kanjani abafundi abanezihibe ekufundeni, nokuthi bazokuhlelela kanjani ukwehlukahlukana kwabafundi.

Okusemqoka ngokuhlanganisa izinhlobo zabafundi, ukuqinisekisa ukuthi zonke izithiyo ziyabonwa zigudluzwe ngayo yonke indlela ezikoleni, kumbandakanya othisha, amakomidi asemahhovisi ezemfundo, amakomidi ezikoleni, abazali kanye nezikole ezikhethekile ezisetshenziswa njengemithombo yolwazi. Ukugudluza izithiyo emakilasini, othisha bangasebenzisa amaqhinga ahlukene ezinhlelo zezifundo njengalezo ezitholakala eMnyangweni wezeMfundo eyisisekelo: *Guidelines for Inclusive Teaching and Learning (2010).*

1.4 UKWABIWA KWESIKHATHI

1.4.1 IsiGaba esiyisiSekelo

(a) Isikhathi sokufundisa emkhakheni weSigaba Esiyisekelo sinjengoba sikhonjisiwe kuleli thebula elingezansi:

ISIFUNDO	**IBANGA-R (AMAHORA)**	**IBANGA LOKU-1 KUYA KWELESI-2 (AMAHORA)**	**IBANGA LESI-3 (AMAHORA)**
ULimi lwaseKhaya	10	7 / 8	7 / 8
ULimi lokuQala lokwEngeza		2 / 3	3 / 4
Izibalo	7	7	7
Amakhono Empilo:	**6**	**6**	**7**
• Ulwazi lokuqala	(1)	(1)	(2)
• Ubuciko bokusungula	(2)	(2)	(2)
• Isifundo sokuzivocavoca	(2)	(2)	(2)
• Okuqondene nomuntu uqobo kanye nokuphila emphakathini	(1)	(1)	(1)
ISAMBA	**23**	**23**	**25**

(b) Isikhathi sokufundisa seBanga-R, 1 neBanga lesi-2, amahora angama-23 kuthi IBanga lesi-3 kube ngamahora angama-25.

(c) Izilimi zabelwe amahora ayi-10 eBangeni-R kuya kwelesi-2 kanye namahora ayi-11 eBangeni lesi-3. Isibalo esiphezulu samahora ayisi-8 nesibalo esiphansi esingamahora ayi-7 sabelwe ULimi lwaseKhaya kanye nesibalo esiphansi esingamahora ama-2 nesibalo esiphezulu esingamahora ama-3 soLimi lokuQala lokwEngeza eBangeni loku-1 kuya kwelesi-2. EBangeni lesi-3 isibalo esiphezulu esingamahora ayisi-8 nobuncane obungamahora ayisi-7 sabelwe iziLimi zaseKhaya kanye nobuncane obungamahora ama-3 nobuningi obungamahora ama-4 oLimini lokuQala lokwEngeza.

(d) Esifundweni samakhono olwazi lokuqala, kwabiwe lhora eli-1 eBangeni-R kuya kwelesi-2 kanye namahora ama-2 njengoba kukhonjisiwe ngamahora akubakaki ethebulini eBangeni lesi-3:

1.4.2 IsiGaba esiPhakathi neNdawo (iBanga lesi- 4 kuya kwelesi-6)

(a) Leli thebula elingezansi likhombisa izifundo nesikhathi sokufundisa esibekiwe sesigaba esiphakathi nendawo:

ISIFUNDO	AMAHORA
ULimi lwaseKhaya	6
ULimi lokuQala lokwEngeza	5
Izibalo	6
Isayensi nobuchwepheshe	3, 5
Isayensi yezokuhlalisana kwabantu	3
Amakhono Empilo • Ubuciko bokusungula • Isifundo sokuvocavoca umzimba • Okuqondene nomuntu uqobo kanye nokuphila emphakathini	**4** **(1.5)** **(1)** **(1.5)**
ISAMBA	**27, 5**

1.4.3 IsiGaba esiPhakeme

(a) Isikhathi sokufundisa IsiGaba EsiPhakeme simi ngale ndlela:

ISIFUNDO	AMAHORA
ULimi LwaseKhaya	**5**
ULimi lokuQala lokwEngeza	**4**
Izibalo	**4.5**
Isayensi yezemvelo	**3**
Isayensi yokuhlalisana komphakathi	**3**
Ezobuchwepheshe	**2**
Isayensi yokuphathwa komnotho	**2**
Ukwazi ngamakhono empilo	**2**
Ubuciko bokusungula	**2**
ISAMBA	**27, 5**

1.4.4 IBanga le-10 kuya kwele-12

(a) Isikhathi sokufundisa eBangeni le 10 kuya kwele-12 simi ngale ndlela:

ISIFUNDO	UKWABIWA KWESIKHATHI NGESONTO (AMAHORA)
ULimi LwaseKhaya	**4.5**
ULimi lokuQala lokwEngeza	**4.5**
Izibalo	**4.5**
Ukwazi amakhono empilo	**2**
Okungenani kungakhethwa izifundo ezintathu **eqoqweni B** Isengezelelo B, Ithebula B1 kuya ku-B8 kumqulu wenqubomgomo, *National policy pertaining to the programme and promotion requirements of the National Curriculum Statement IBanga-R kuya kwele-12,* isifundo ngenkombandlela ebhalwe esigabeni sama-28 kumqulu weNqubomgomo obhalwe ngenhla.	**12 (3xAmahora ama-4)**
ISAMBA	**27, 5**

Ukwabiwa kwesikhathi ngesonto kungasetshenziswa kuphela esibalweni esiphansi esidingekayo sezifundo zesiTatimende soHlelo LweziFundo lukaZwelonke (TAHFUZWE) njengoba kukhonjisiwe ngenhla, akumele kusetshenziswe kunoma yiziphi izifundo ezengeziwe ohlwini lwenani lezifundo ezivunyelwe. Uma umfundi efisa ukwengeza ezinye izifundo, isikhathi kumele sandiswe ukwenelisa lezo zifundo.

INGXENYE YESI-2: UKWETHULWA KOLIMI LWASEKHAYA EMABANGENI APHAKEME

2.1 IZILIMI ESITATIMENDENI SENQUBOMGOMO YOHLELO LOKUFUNDA NOKUHLOLA

Ulimi yisikhali sokucabanga nokuxhumana. Luphinde lube okusetshenziswayo kwamasiko nobuhle okwabelwana ngakho emphakathini othile, okwenza lowo mphakathi uqondisise indawo ohlala kuyo. Ukufunda ukusebenzisa ulimi ngempumelelo kwenza kube lula kubafundi ukuba bathole ulwazi, ukusho imvelaphi yabo, imizwa nemibono, nokuxhumana nabanye nokulawula indawo yabo. Ulimi lwenza impilo ibe ngcono kunalokhu eyikho, ibe ngokunye kunalokhu eyikho futhi icace kunalokhu eyikho. Ulimi luphinde lwenze ukuthi ukwehlukana ngamasiko nobudlelwano nokuhlalisana kwesintu kuvezwe kuphinde kwakheke, futhi yilona ulimi olwenza ukuthi lokho okusuke sekwakhiwe kuguqulwe, kunwetshwe kuphinde kucolisiswe

2.1.1 Amazinga Olimi

Ukufundwa kolimi emaBangeni aPhakeme kumbandakanya zonke izilimi ezisemthethweni, okuyi-Afrikaans, i-English, isiNdebele, isiXhosa, isiZulu, i-Sepedi (Sesotho sa Leboa), i-Sesotho, i-Setswana, i-Siswati, i-Tshivenda, i-Xitsonga kanye nezilimi ezingekho emthethweni. Lezi zilimi zingafundiswa emazingeni ehlukene.

ULimi lwaseKhaya yilo abafundi abalufunda kuqala. Noma kunjalo izikole eziningi eNingizimu Afrika azilufundisi ULimi lwaseKhaya kubo bonke abafundi ababhalise kuleso naleso sikole, kunalokho abafundi kufundiswa ulimi olulodwa noma izilimi ezimbili ngezinga loLimi lwaseKhaya. Ngakho-ke uma kushiwo ULimi lwaseKhaya noLimi lokuQala lokwEngeza, kushiwo kuphela impumelelo yokufundisa ngalelo zinga, akusho ulimi abafundi abaluncela noma abalufunda (njengoba kwenzeka ezilimini ezengeziwe). Ukuze kungabi bikho ukudideka kulo mqulu, uma kukhulunywa ngoLimi lwaseKhaya kushiwo izinga okufundiswa ngalo, hhayi ulimi uqobo.

Ezingeni loLimi lwaseKhaya kunikezwa ithuba lokuqhakambisa ukusetshenziswa kolimi ngempumelelo, okuyikhona okukhombisa ikhono lokuxhumana nabanye abantu okudingekayo empilweni kanye namakhono okuhlakanipha kwezemfundo nokusetshenziswa kulo lonke uHlelo lweziFundo. Kuleli zinga kugcizelelwa ukufundisa amakhono okulalela, okukhuluma, okufunda nokubhala. Leli zinga liphinde linike abafundi ikhono lezombhalo yobuciko, lokuncoma, lokucabangela nokwakha umfanekisomqondo ozobasiza ukuthi bakwazi ukuqamba kabusha, ukwakha umfanekiso nokubahlomisa nokuqonda umphakathi abahlala kuwo. Ngakolunye uhlangothi, kusukela eBangeni lesi-7 kuya phezulu ukugcizelela nokwabiwa kwesisindo sokulalela nokukhuluma kwenziwe kwaba ngaphansi kwaleso samakhono okufunda nokubhala.

ULimi Lokuqala Lokwengeza lususelwa olimini okungelona ulimi lwebebe kodwa olusetshenziselwa imicimbi ethile yokuxhumana emphakathini, okusho indlela yokufunda elandelayo emfundweni. Izinhlelo zezifundo zinikeza ukwesekela okuqinile kulabo bafundi abazosebenzisa ulimi lwabo lokwengeza lokuqala njengolimi lokufunda nokufundisa. Ngasekupheleni kweBanga lesi-9, abafundi kumele ukuba sebekwazi ukusebenzisa ulimi lwasekhaya kanye nolimi lokuqala lokwengeza ngempumelelo nangokuzethemba ezinhlosweni ezehlukene okufaka kuzo nokufunda.

ENingizimu Afrika, abafundi abaningi basebenzisa ulimi lokwengeza, oluyi-English, njengoLimi lokulokuFunda nokuFundisa (LoLT). Okuchaza ukuthi kufanele kube sebefinyelele emazingeni aphezulu okukwazi ukusebenzisa uLimi lwe-English. Kumele bakwazi ukufunda nokubhala kahle nge-English.

ULimi Lokuqala Lokwengeza kucatshangwa ukuthi abafundi bafika bengazi lutho ngalo uma befika esikoleni. Eminyakeni yokuqala yokufunda kugxilwa kakhulu ekuthuthukiseni ikhono lomfundi ekuthuthukiseni ukuqonda

nokukhuluma ulimi-okungamakhono ayisisekelo somuntu sokuxhumana. EmaBangeni esi- 2 nawesi-3 abafundi baqala ukwakha ukuqonda ukufunda nokwazi ukuzwa nokukhuluma okuyisizinda. Baphinde basebenzise amakhono okuzwa nokukhuluma abawafunde oLimini lwaseKhaya

EmaBangeni aphakathi nasemaBangeni aphezulu, abafundi baqhubeka nokuqinisa amakhono okulalela, okukhuluma, okufunda nokubhala. Kulelizinga abafundi abaningi bafunda kusetshenziswa uLimi Lokuqala Lokwengeza, okuyi-English nokufanele bathole ithuba lokulisebenzisa kakhulu. Ngakhoke ukugcizelela okukhulu kubhekiswe ekusebenziseni uLimi Lokuqala Lokwengeza ngenhloso yokugcizelela ukucabanga nokucabangisisa. Loku kusimamisa amakhono okufunda ngokomqondo, okudingeka ngako ukuba kufundwe izifundo ezifana neScience, izibalo njll. nge-English. Baphinde bazimbandakanye kakhulu nemibhalo yobuciko ekusimamiseni ikhono lokucabanga nokuzenzela umfanekisomqondo ngoLimini Lokwengeza.

Ngesikhathi laba bafundi befika emaBangeni aPhakeme, kumele bebe sebelukhuluma kahle uLimini lokuQala lokwEngeza lapho bexhumana nabanye kanye nasemakhonweni okuhlakanipha emfundo. Nokho-ke okuhlalukayo, ukuthi kuleli zinga baningi abafundi abasuke bengakakwazi ukusebenzisa uLimi lokuQala lokwEngeza ekuxhumaneni ngempumelelo. Inselelo yeZinga eliphakeme ukuthi laba bafundi balekelelwe futhi kuphinde kwethulwe uhlelo lokubeseka, ukuze bakwazi ukufinyelela emazingeni adingeka emaBangeni alandelayo.Lawo mazinga kumele kube yilawo angenza ukuthi abafundi bakwazi ukusebenzisa uLimi lokuQala lokwEngeza ngempumelelo ezingeni eliphezulu lokukhuluma ngenhloso yokubalungiselela imfundo ephakeme noma izikhungo zemisebenzi. Ngakhoke kuyanconywa ukuthi, lapho kungenzeka khona, abafundi emaBangeni aPhakeme bethulwe kokuqukethwe emjikelezweni wamasonto amabili kuwona omabili amazinga olimi.

2.1.2 Amakhono olimi

Uhlelo lokufunda loLimi lwaseKhaya lubekwe ngalendlela elandelayo:

1	Ukulalela nokukhuluma
2	Ukufunda nokubukela
3	Ukubhala nokwethula
4	Izakhiwo nezimiso zolimi

2.1.3 Izindlela zokufundisa ulimi

Izindlela zokufundisa ulimi kulo mqulu; Inqubo esekwe emibhalweni, inqubo yokufunda ulimi ngokulusebenzisa, ukudidiyela kanye nokuhlola inqubo.

Inqubo **esekwe embhalweni**, nenqubo **yokufunda ulimi ngokulusebenzisa**, zeyeme kakhulu ekusebenziseni ulimi nasemibhalweni ekhiqiziwe. **Inqubo esekwe embhalweni** inenhloso yokwenza ukuba abafundi bakwazi ukuzenzela, bazethembe nokuba abafundi abahlolisisayo, abalobi, ababukeli nabaqambi bemibhalo. Imbandakanya ukulalela, ukufunda, ukubukela nokuhlaziya amibhalo ukuze baqonde ukuthi imibhalo ikhiqizwa kanjani nokuthi yini imiphumela yawo. Ngalokhu kusebenzisa imibhalo, abafundi bafunda ngokuhlolisisa imibhalo. Indlela yokubheka imibhalo kumbandakanya ukukhiqiza imibhalo enhlobonhlobo, ngenhloso ethile, nezethameli ezithile engqondweni. Le nqubo yeyeme olwazini lokuthi imibhalo yakhiwa kanjani.

Indlela egxile ekuxhumaneni isitshela ukuthi uma umfundi efunda ulimi kufanele athole amathuba amaningi okulukhuluma ulimi ngokuthi axhumane nabantu emphakathini. Ukufundiswa kolimi kufanele kwenzeke ekilasini lapho amakhono okufunda/nokubukela/nokubhala/nokwethula efundiswa ngokuchitha isikhathi esiningi kufundwa futhi kubhalwa.

Ukufundiswa kolimi kwenzeka ngendlela ehlanganisile, lapho uthisha eba yisibonelo eveza amakhono akhe amahle okufundisa, abafundi banikwa amathuba okuziqeqesha emakhonweni ayiwo/afanele emaqenjini ngaphambi kokuba bakwazi ukuzisebenzisela wona la makhono ngokwabo. Ukwakheka kwesifundo ngasinye kufanele kube yiloko okumbandakanya bonke abafundi ekilasini ngaphambi kokuthi baye emaqenjini ukuze baveze amakhono abo ngamunye.

Indlela yokufundisa ulimi ngokulandela inqubo ethile isetshenziswa uma abafundi bekhiqiza imibhalo ebhaliwe. Abafundi bazimbandakanye ezigabeni ezihlukene zokulalela, ukukhuluma, ukufunda, nezinqubo zokubhala. Kumele bacabange ngezethameli kanye nenhloso ngesikhathi kuqhutshekwa nokufunda. Lokhu kuzobasiza bakwazi ukuxhumana babeke nemibono yabo ngokukhululeka. Isibonelo. Ukufundiswa kokubhala akugxili emkhiqizweni kuphela, kodwa kubhekwa inhloso kanye nenqubo yokubhala. Ngesikhathi senqubo yokubhala, abafundi bafundiswa ukuhlanganisa imibono, ukucabanga ngenhloso nezethameli, ukubhala uhlaka, ukulungisa umsebenzi wabo, nokwethula osekubhaliwe, okubonakalisa ukucabanga kwabo.

Izindlela zokufundisa imibhalo

Ukufundiswa kwemibhalo kufanele kugxile ekufundiseni ukufunda ngokuqondisisa, kufaka amasu enqubo yokufunda (ukulungiselela ukufunda, ngenkathi kufundwa, emumva kokufunda).isizathu esisemqoka sokufunda imibhalo ekilasini ukuthuthukisa kubafundi uzwela ekusebenziseni ulimi ngokukhethekile, oluhluzekile, ngumqondo osobala, ngezifenqo, ngezimpawu, nangokuqonda okujulile ngaphezu kwanoma yini abangayifunda. Ngenkathi imibhalo yobuciko eminingi kuyindlela yokuzithokozisa, ukuhlekisa, noma ukubonisa, ababhali abazimisele babhala amanoveli, imidlalo nezinkondlo ngoba banemibono, imicabango nezinto, imigomo, imfundiso nenkolelo abafuna ukwabelana noma ukuyibonisa abafundi babo.ukusebenza kwemicabango yabo yolimi kuyindlela eyengeziwe yokubonisa, gcizelela, nokugqamisa imibono yabo.

Ukufundisa imibhalo akulula, kodwa ngeke kwenzeka ngaphandle kobubona, imicabango nencasiselo ethembekile nokuphawula kwabafundi ngokwabo.ngaphandle ke uma befunda ukuthi baqonde imibhalo yobuciko ngokwabo, abangekafundi kakhulu ngayo. Othisha kufanele bazame ukuzikhuza ekusebenziseni incasiselo nemibono yabo yemibhalo yobuciko, abavumele abafundi ukuthi babambe iqhaza ngokwamukelekile. Incasiselo akungabi ukuthi ilungile noma ayilungile, ngaloko ke kuwukufuna okwakha umqondo kofundayo.

Izindlela ezingcono zokuhlangabezana nokufundisa imibhalo zingafaka ezinye noma zonke lezi ezilandelayo.

- Yenza yonke imizamo ufunde imibhalo eminingi okungenzeka ekilasini ngaphandle kokuyeka wenze omunye umsebenzi.lokhu akumele kuthathe ngaphezu kwamasonto amabili.kusemqoka ukuthi abafundi babe nombono ocacile wokwenzekayo ezingeni eliyisisekelo sombhalo. Ukuthatha isikhathi eside ufunda umbhalo kulimaza ukuqonda okucacile komugqa noma isisinda esilandayo. Amanye amakilasi angafunda imibhalo ngaphandle kwalokho kwesekwa. Lokho kufanele kugqugquzelwe. Ubunkondlo kufanele bufundiswe hhayi izinkondlo. Makufundwe kaningi okungenzeka bese uqinisekisa ukuthi abafundi bayazibhala izinkondlo.

- Ukuhumusha kumqondo osobala kuwumsebenzi ofuneka ezingeni lasenyuvesi, ngakho ke abafundi kulesisigaba akudingeki bafunde ukuhumusha okusezingeni elihambele phambili, ngakho ke inhloso yokufundisa imibhalo yobuciko ukukhombisa abafundi ukuthi lungasetshenziswa kanjani ulimi lwabo lwasekhaya ngobuhlakani, ukukhalipha, umcabango nangamandla okulandela umkhondo.lokhu kuchaza ukubhekisisa indlela umbhalo owenziwe ngayo, kwashintshwa kanjani ubuqiniso bawo, nokuhlelwa kabusha ukucacisa nokugcizelela okushiwoyo. Umsebenzi onjalo ungafaka ukuhlola ubukhona noma ukungabikho bokuzicabangela emqondweni, kuwumcabango onjani okhethwe umbhali nokuthi kungani, izakhiwo zemisho nezigaba, noma uhlaka lwenkondlo, ukukhethwa kwamagama, umqodo oqhubekayo wombhalo,

ukusetshenziswa kwezimpawu, umsindo nombala lapho kufanele, omningi walomsebenzi kufanele usekelwe embhalweni, kodwa ukuhlaziywa komugqa ngomugqa kwanoma imuphi umbhalo kuyabuchitha ubuhlakani bawo.

- Imibhalo yokuziqambela kufanele inamatheliswe kakhulu kwisifundo sanoma imuphi umbhalo wobuciko. imisebenzi ebhalwayo edinga ukuqonda kakhulu kombhalo ofundwayo ingaqinisa ekubeni usizo olukhulu ekufinyeleleni emazingeni okwazisa ukuqamba engxenyeni yabafundi. Ingxoxo yekilasi ingaba nezithelo uma nje wonke umfundi embandakanyiwe. Kepha ingxoxo yekilasi eholela emsebenzini wokubhala obhalwayo unikeza inhloso ecacile futhi zibe nomphumela.

- Ekugcineni, kubalulekile ukukhomba ukuthi imibhalo ayive ingezimpendulo ezilungile/eziyizo: umbhalo uwonke uchaza okuthile, hhayi nje izingxenye ezithile, ukufundwa okulungile kombhalo kuhlanganisa ukuhumusheka kombhalo wonke, ukuqamba, ubuwona, nokwenziwa ngokuhlola.

Ezinye izindlela imibhalo engahlanganiswa ngayo nokufundiswa kwesifundo sokuqondisisa nokuqonda izimpawu ezisemqoka zemibhalo **ihlelo lezikhathi zemilando, umbhali, indikimba nezinhlobo zemibhalo.**lezi zindlela zingahlanganiswa.

Kwindlela **yehlelo lezikhathi zemilando** abafundi bangacwaninga bahlanganise isikhathi semibhalo nezigameko zomlando ngesikhathi esisodwa abanqunyelwe sona.

Kwindlela yombhali, abafundi bangazimbhandakanya esifundweni esibanzi nesijulile sombhali kakhulu kubunkondlo bangahlanganisa izinkondlo zakhe nenkathi ethize yomlando.

Kwindlela yendikimba abafundi bangabheka izindikimba ezinjengo- bulungiswa, impumelelo, uthado, njll. Kuzinhlobo eziningi zezinkondlo noma izinhlobo zemibhalo ehlukene bakuhlobanise nezigameko zangempela zempilo. Bangenza izinqumo ngokwenziwa balingisi babuye benze izethulo ngendikimba.

Okumayelana **nendlela yezinhlobo zemibhalo**, abafundi bangahlela, baqhathanise nokwehluka izinhlobo ezihlukene yezinhlobo zemibhalo isib. umehluko phakathi kwezizinda kwinoveli/indaba emfishane/umdlalo/inganekwane.

Inqubo yokufundisa ukusetshenziswa kolimi

Ukufundiswa kwezakhiwo zolimi kufanele kugxile ekutheni lusetshenziswa kanjani ulimi nokuthi kungenziwa njani ngolimi isib. uwenza kanjani umqondo, ubhekana kanjani nezinkinga nothando, umthelela kubangani nosebenzisana nabo, nokuthi ungayakha kanjani impilo enhlalweni enothile.ukufundiswa kwezakhiwo zolimi kumele kube indlela yokwenza izinto zenzeke.

Ukufundiswa kwezakhiwo zolimi/izakhiwo zohlelo lolimi kufanele zisekelwe embhalweni, nasekuhlanganiseni nasekuxhumaneni.

Lemigomo elandelayo kufanele ifakwe emcabangweni/ibhekelelwe uma kufundiswa izakhiwo zolimi:

- Uhlelo lolimi kumele lufindiselwe ukwakha imibhalo engqikithini ekuyo- ngamanye amagama, kumayelana, nolimi langempela.

- Ukusetshenziswa kohlelo lolimi akumele kubekelwe umgomo wokuhlaziya imisho ezimele-kufanele ichaze indlela imisho ehlelwe ngayo ukwakha umbhalo ophelele njenge- zindaba, ama-eseyi, izincwadi, imibiko efundwa futhi ibhalwe ngabafundi esikoleni.

- Ukusetshenziswa kwezinto zoqobo njenge- nkulumo yababili, inhlolokhono, kufanele kugqugquzelwe.

- Xhumanisa izakhiwo zolimi nemisebenzi yokusetshenziswa kolimi ezimweni ezihlukene zenhlalo, isib. Ukuzwakalisa imicabango nemizwa yakho, ukwethula abantu, ukukhuluma noma ukubika ngezinto, iminyakazo, izigameko noma abantu bendawo, enkathini edlule noma ezayo, ukwenza izicelo, ukubeka imibono, ukunikeza ukudla noma isiphuzo nokwamukela noma ukwenqaba ngokuzithoba, ukunika nokulandela imiyalelo, izinto eziqhathanisekayo neziphikisanayo.

- Sebenzisa imisebenzi yasekilasini yixhumanise nezindlela zokusebenzisa ulimi, isib. inkathi edlule kwi-eseyi elandayo nokubhalwa kombiko, indlela encikile/eyamile esetshenziswa embhalweni we-eseyi ejeqezayo.

- Gxila emisebenzini eyenza umqondo. Ukwazi imithetho yohlelo lolwimi akwenzi umfundi asebenzise ulimi ngendlela ecacile nenomqondo. Okusihehayo okuphathelene nesakhiwo nemisebenzi ngaphezu kwezinga lomusho, isib. indlela abantu abasebenzisa ngayo noma nga- ulimi olukhulunywayo noma ulimi olubhaliwe (umbhalo) ngendlela ecacile elandelanayo neyenza umqondo.

2.2 UKWABIWA KWESIKHATHI SOLIMI LOKWENGEZA LOKUQALA

Isikhathi sokufundisa uLimi Lwasekhaya kanye noLimi Lokuqala Lokwengeza amahora ama-4 noma-5 ngokulandelana ngesonto njengoba kunqunyiwe kwiNqubomgomo. ngakho ke emaBangeni Aphezulu, kuyanconywa ukuthi amahora ama-5 abelwe ulimi lokufunda nokufundisa bese namahora ama-4 olunye ulimi oluphoqayo.izikole esisebenzisa uLimi Lokuqala Lokwengeza njengolimi lokufunda nokufundisa kufanele zilwabele amahora ama-5.

Konke okuqukethwe wulimi kufundiswa emjikelezweni wamasonto ama-2 (amahora ayi-10 (8)). **Othisha abaphoqelekile ukuthi balandele lomzungezo kodwa kumele baqiniseke ukuthi amakhono olimi, ikakhulu ukufunda nokubhala kuyafundelwa.** Ukwabiwa kwesikhathi kwamakhono olimi ahlukene emaBangeni lesi-7-9 ngamasonto angama- 36. Amasonto amane ngawokuhlola- amabili awesivivinyo samaphakathi nonyaka amanye amabili wesivivinyo sokuphela konyaka.

Uhlelo lwesikhathi sokufundisa kufanele lwenze umhlinzeko wamaphiriyodi amabili aqhubekayo ngesonto. Emjikelezweni wamasonto amabili kuyanconywa ukuthi isikhathi sokufundisa amakhono olimi sabiwe ngale ndlela elandelayo:

Isikhathi esinconyiwe soLimi lokufunda nokufundisa

AMAKHONO	UKWABIWA KWESIKHATHI EMJIKELEZWNI WAMASONTO AMABILI (AMAHORA)		
	IBANGA LESI- 7	IBANGA LESI- 8	IBANGA LESI- 9
*ukulalela nokukhuluma (Okukhulunywayo)	Amahora ama-2		
*ukufunda nokubukela	Amahora ama-3 nemizuzu engama-30 (ihora eli-1 imizuzu- 45 yesifundo sokuqondisisa ne-ihora eli-1 imizuzu- 45 yemibhalo yobuciko)		
*ukubhala nokwethula	Amahora ama-3 imizuzu-30 min		
Izakhiwo nezimiso zolimi	Ihora eli-1		
	***Izakhiwo nezimiso zolimi** nokusetshenziswa kwazo kudidiyelwe kulezi zikhathi zokufundisa ezabelwe lamakhono amane olimi. Kunesikhathi esabelwe ukuzilolonga okuhlelekile.amakhono okucabanga nokwenza umqondo adidiyelwe kumakhono namasu adingekayo okulalela nokukhuluma, ukufunda nokubukela, ukubhala nokwethula.		

Isikhathi esinconyiwe solunye uLimi oluphoqayo

AMAKHONO	UKWABIWA KWESIKHATHI EMJIKELEZWENI WAMASONTO AMABILI (AMAHORA)		
	IBANGA LESI- 7	IBANGA LESI- 8	IBANGA LESI- 9
*ukulalela nokukhuluma (Okukhulunywayo)	Amahora ama-2		
*ukufunda nokubukela	Amahora ama-3 (ihora eli-1 imizuzu- 30 yesifundo sokuqondisisa ne- ihora eli-1 imizuzu- 30 yemibhalo yobuciko)		
*ukubhala nokwethula	Amahora ama- 2		
Izakhiwo nezimiso zolimi	Ihora eli-1		
	***Izakhiwo nezimiso zolimi** nokusetshenziswa kwazo kudidiyelwe kulezi zikhathi zokufundisa ezabelwe lamakhono amane olimi. Kunesikhathi esabelwe ukuzilolonga okuhlelekile.amakhono okucabanga nokwenza umqondo adidiyelwe kumakhono namasu adingekayo okulalela nokukhuluma, ukufunda nokubukela, ukubhala nokwethula.		

2.3 IZINSIZA ZOKUFUNDA NOKUFUNDISA

Abafundi kufanele babe nalokhu okulandelayo ukufunda ulimi lokwengeza lokuqala emaBangeni 7 – 9:

AMABANGA 7 – 9	
IZINSIZA EZIQONDENE NGQO NILIMI	
Izincwadi ezihlelelwe ulimi – incwadi ehola uthisha nencwadi yomfundi	√
Inoveli	√
Izindaba ezimfishane	√
izinganekwane	√
Imidlalo	√
izinkondlo	√
isichazamazwi	√
IZINSIZA ZEMITHOMBO YABEZINDABA	
Amaphephandaba	√
Amaphephabhuku	√
Izinkulumo zomsakazo/ imidlalo	√
Imibukiso yamabonakude / umdlalo / izinhlelo ezikhuluma ngokwenzekayo	√

Othisha abafundisa ulimi lokwengeza lokuqala kufanele babe nalokhu:

a) IsiTatimende seNqubomgomo yoHlelo lweziFundo nokuHlola.

b) iNqubomgomo yokuFundisa iziLimi

c) Incwadi ehlelelwe ukusetshenziswa ngabafundi kanye nezincwadi zezinsiza mayelana nomsebenzi owengezelelwe.

d) Isichazamazwi (esilimi-lunye, esilimi-mbili, esilimi-ningi nethesorasi)

e) Izincwadi zemibhalo ezinhlobonhlobo ezihlelelwe ukufunda

f) Izinhlobonhlobo zemibhalo yabezindaba: amaphephandaba, amaphephabhuku, amabrosha, njll.

g) Ukukwazi ukuthola izinsizakufunda ezibonakalayo/ezizwakalayo ezingasetshenziswa ekilasini

h) Eminye imithombo yabezindaba (izinhlobo ezehlukene zamaphephandaba, amaphephabhuku namabhurosha)

Izinsizakufundisa zasekilasini

a) Izinhlobo ezehlukene zemibhalo ukuhlelela wonke amazinga okufunda, isib. iqoqo lezincwadi zokufunda ezinemibhalo efanele izinga ngalinye ekilasini.

b) Izinhlobonhlobo zemibhalo yabezindaba: amaphephandaba, amaphephabhuku, iziqeshana zokukhangisa, amaphosta, izaziso, njll.

c) Izinsiza ezilalelwayo nezibukwayo

INGXENYE YESI-3: UHLELO LOKUFUNDISA OLUQUKETHWE LWAMAKHONO OLIMI

3.1 UKUBUKA KAFUPHI AMAKHONO OLIMI – INQUBO NAMASU EMIBHALO EYEHLUKENE KANYE NOBUDE

3.1.1 Ukulalela nokukhuluma

Ukulalela nokukhuluma ngamakhono ahlukene kodwa angakwazi ukuzimele, elinye lincike kwelinye. Womabili la makhono ethulwa ngohlelo olungamiselwe migomo ekilasini, abafundi bathola ulwazi bese beyaluxoxa.. Amakhono okulalela nokucophelela asiza abafundi ukuthola okungamagugu nendlela yokubuka izinto eziqukethwe embhalweni kanye nokufaka nezinselele nolimi olukhohlisayo. Kukhona izinhlobo zokulalela ezimiselwe imigomo, isib. Inkulumo-mpikiswano, isidingo sokuqaphela umyalelo. Ukulalela nokukhuluma okumiselwe imigomo nokungamiselwe migomo kudidiyelwa nokufunda, nokubhala kanye nokusetshenziswa kolimi, kanti ukukhuluma kunganika imbhalo abhaliwe uhlobo lokukhulunywayo (isib. ukufunda kuzwakale).

Inqubo yokulalela kanye namasu

Ukulalela imiyalelo kungambandakanya ukusebenzisa izingxenye zenqubo yokulalela. Lona umsebenzi onezinyathelo ezintathu ezenza amasu okulalela ngokuzimele, ukuhumusha amazwi nokuqonda inkulumo kanye nokunye okulalelwayo. Akuwona wonke AmaBanga enqubo yokulalela azosetshenziswa kuyo yonke imicimbi. Isibonelo, uma abafundi bezolalela incazelo eqoshiwe bazodinga umsebenzi **wokulungiselela ukulalela** ozobaqwashisa esidingweni sokulalela ngokucophelela kanye nokukwazi ukuyamanisa lolo lwazi nalolo abanalo empilweni yabo. Imisebenzi **yokulalela** ibasiza ekukhumbuleni imininingwane nokuhlaziya umbiko oqukethwe inkulumo. **Ngemva kokulalela** kungambandakanya abafundi ukuthi baphendule kulokho abakuzwile ngenkathi bexoxa.

Ukulalelela ukuqondisisa ngokujwayelekile ukumbandakanya imisebenzi kanye nokuhlola ukulalela ngokuqondisisa kunikeza ithuba lokufundisa abafundi ukuthi kulalelwa kanjani.

Ukulungiselela ukulalela kwethula abafundi ezimweni zokulalela. Kubavumela ukuba bavuselele ulwazi lwabo lwakudala ngesihloko, nokulungiselela ukulalela

- Kuvuselelwa/kukhuthazwe ukwendulela ulwazi ukulungiselela ukulalela
- Ukuqagela ukuthi umbhalo umayelana nani ngokubuka isihloko
- Ukusebenza ngolwazimagama awumongo angajwayelekile kubafundi
- Uthisha angakha imibuzo ukulungiselela ukulalela ukuze abafundi bagxile ekulaleleni
- Abafundi kufanelel babe nemizimba ekulungele ukufunda, isibonelo, ukuthatha amanothi ngepepha nepensela

Ngesikhathi sokulalela – ukubuza, ukukhumbula, ukufanisa, ukuthatha amanothi, ukuhumusha

- Ukuhlaziya
    - umyalezo,
    - isikhulumi kanye

- ubufakazi besikhulumi.

- Ukuxhumanisa ngokomqondo.
- Ukuthola incazelo.
- Ukubuza imibuzo.
- ukucabanga kanye nendlela esiveza ngayo imizwa yaso
- Bayabuyekeza baphinde bahlolisise lokho abakuzwile

Ngemuva kokulalela Kubuzwa imibuzo ngabakwaziyo abafundi.

- Ukubuza imibuzo
- bakhuluma ngalokhu okwethulwe isikhulumi
- Ukubuyekeza amanothi
- baxoxa kafuphi ngobekwethulwa
- Ukudlulisela ulwazi lokukhulunywayo kuya kokubhalwayo, isib. kusetshenziswa imibhalo efakelwa emdwebeni
- Ukuhlola kanye nokuhlaziya ngokucubungula loko abakuzwile
- Ukuhlela imiqondo emisha yemiyalelo ngolwazi oludala
- Ukwenza isiphetho; ukuhlola; ukunikeza umbono; ukuphendula ngokucubungula

IZINHLOBO EZEHLUKENE ZOKULALELA	
Ukulalela umyalelo okhethekile	Emhlabeni wonke jikelele abantu abalalelayo yibona abakwazi ukunikeza izimpendulo eziphusile kunalabo abezwayo nje. Njengoba umhlaba sewaphathwa ubuchwepheshe obuningi obuveza imisindo, umculo kanye nokunye, ukuzinikela ekulaleleni kubaluleke kakhulu. Okuningi okubhalwe ngezansi, okuvela ngamazinga ehlukene ngokwenqubo yokulalela ebhalwe ngenhla, kakujwayelekile kubafundi abakuleli banga, nothisha kumele basebenzise lokhu ababona ukuthi abafundi babo bakudinga kakhulu. • Ukuqubula ulwazi lwaphambilini ngaphambi kokulalela • Ukuqinisekisa inhloso yesikhulumi • Ukuzinikela ngokugcwele ekulaleleni ukhombise intshisekelo • Ukuhlwaya incazelo • Ukubheka ukuqonda kwakho umyalezo ngokuxhumanisa, ngokwenza nokugcizelela ukuqagula, ukwenza, okuqondiswayo, ngokulinganisa kanye nokujeqeza emuva • ukuphinda okushiwoyo ngamagama akho, ukuphinda uxoxe okushiwoyo, ukuchaza. • Ukuqonda umyalezo wesikhulumi • Ukuqaphela isimo somqondo kanye nencazelo yamagama • Ukubona, ukuhlaziya kanye nokuhlolisisa imiyalezo. • Ukuqonda umyalelo, inkombandlela kanye nendlela yokwenza • Ukwazi ukubona imibonongqangi kanye nemibono esekelayo. • Ukuqhuba ulwazi ngoku: qhathanisa, hlonipha imiyalelo, gcwalisa ezikhaleni, thola umehluko, beka uphawu, dlulisela ulwazi, landelanisa, qhathanisa, hlaziya incazelo • Ukulandela kokwethuliwe ngoku: phendula imibuzo, buyekeza amanothi, hlobanisa imibono, fingqa, cacisa, buyekeza, khuluma noma ngokubhala
Ukulalela ngokuqondisisa kanye ukukhuluma	• Ukuphinde axoxe indaba • Ukukhumbula imininingwane embhalweni • Ukuphinde ubheke okungamagugu nomyalezo embhalweni • Ukuphinde ubheke imicabango engashintshi nechemile • Ukuxoxa ngabalingiswa, uhlaka kanye nesizinda • Ukuveza imibono • Ukucacisa imibuzo
Ukulalela ngenhloso yokuhlaziya nokuhlolisisa	Yonke le nqubo ebhalwe ngezansi ziwusizo ekufundeni umbhalo wobuciko, wezikhangiso nemiqulu yezepolitiki. Emva komsebenzi wokulalela, othisha bajwayele ukunikeza amathuba ngokuxoxisana, kodwa-ke kuyasebenza ukuphendula lemisebenzi ibe ngeyokubhala. Nokusho kafishane ngomculo ozwakala embukisweni wesithombe, isibonelo, ingasetshenziswa endabeni exoxwayo (“Yini ngempela oyizwayo? Awakhe umqondo ngako.”). ukukhethwa kwamagama athile ‘achukuluza imizwa’enkulumweni, noma ekufunda inkondlo kungahlanganiswa kwakhe indikimba. Ukufakwa kwamagama aphikisanayo esitatimende salokho obekukhulunywa ngakho; noma ukusetshenziswa kwamagama asenkondlweni ukuzwe amagama ezwakale ngokucacile. • Ukukhomba ubuye uhlaziye ulimi oluthinta imizwa isib. olukhombisa intukuthelo, ukujabula oluchemile, olucwasayo noluveza inkolelo engaguquki. • Ukwahlukanisa phakathi kokuyiko kanye nemibono • Ukukhombisa ukuqaphela kanye nokuhumusha iphimbo, isivinini kanye nokusetshenziswa kolimi. • Ukuphendula ubhekise esitayeleni, iphimbo nerejista kanye nokuhlolisisa kahle • Ukuqonda ukuhleleka kahle kolwazi • Ukuthatha izinqumo kanye nokunikeza ubufakazi. • Ukuqagula kanye nokucabangela imiphumela. • Ukuphendula ekusetshenzisweni kolimi, ukukhethwa kwamagama, isakhiwo kanye nokuphinyiswa kwamagama.

IZINHLOBO EZEHLUKENE ZOKULALELA	
Ukulalela ukuze uncome futhi uxhumane nabanye	Lo msebenzi wokulalela usetshenziswa kakhulu uma kunenkulumompikiswano, kunokuxoxa kwamaqembu kanye nezinye izakhiwo noma izimo zokuxoxisana. Ukubukela izingxenye ezithile zombukiso wezithombe kungasiza ukuhlaziya izimpawu ezithile ngokohlu olulandelayo: • Ukuphendula ezimweni zokukhulumisana • Ukunikezelana amathuba lapho kuxoxwa. • Ukuvikela isikhundla • Ukubuza imibuzo ukuze indaba iqhubekele phambili. • Ukuphendula uqaphela ukunyakaza komzimba, ukukhuluma ngamehlo/ngomzimba. • Ukukhombisa ukuqonda ubudlelwano phakathi kolimi kanye nesiko ngokukhombisa inhlonipho yokugcinwa kwamasiko. • Ukukwazi ukubona ubuhle kanye nekhwalithi yombhalo okhulunywayo, isib. Isigqi, isivinini, umthelela womsindo, imifanekisomqondo, ukusebenzisa izitho zomzimba ezithile kuhambisana nombhalo

Ubude bombhalo ongasetshenziselwa ukulalelwa ngokuqondisisa

UMSEBENZI	IBANGA LESI - 7	IBANGA LESI - 8	IBANGA LESI - 9
Ukulalela isikhathi eside ngokuqondisisa imbhalo isib. indaba, inhlolokhono, imidlalo, imibiko yezindaba	130-180/kufinyelele emizuzwini emi-5.	180-230/kufinyelele emizuzwini emi-5.	230-280/kufinyelele emizuzwini emi-5.
Ukulalela isikhathi esifishane ngokuqondisisa imibhalo isib. izimemezelo, imiyalelo, izinkomba	50-60 amagama/umzuzu o-1-2	60-70 amagama/umzuzu o-1-2	70-90 amagama/umzuzu o-1-2
Ukufunda isifundo sokuqondisisa/ukufunda ngokuqaphelisisa umbhalo	130-180 amagama	180-230 amagama	230-280 amagama

Ukukhuluma

Uma abafundi bengaqeda leli banga lemfundo yabo sebekwazi ukukhuluma kalula, belunge kahle, bangabe bazuze okubaluleke kakhulu ezimpilweni zabo, nasezindaweni zemisebenzi. Ukwakha ukuzethemba ekukhulumeni kungabavulela amasango amaningi ikakhulukazi uma bezokhuluma phambi kwabantu. Abafundi kumele bazi ukuthi uma sebekhuluma abazukuba inhlekisa, futhi kumele bathole ukwelekeleleka nokugqugquzeleka kuthisha obafundisayo ngaso sonke isikhathi.

Abafundi sebefundisiwe amasu amaningi okwethula inkulumo enohlonze ngaphambi kokuba bafike kulelibanga. Kumele kufundiswe abafundi okumele bakufunde. Izinga loku kufanele likhonjiswe abafundi ngokubhekelela izinselelo zokuxhumana ngenkulumo.

Inqubo kanye namasu okukhuluma

Ukufundiswa kokukhuluma kufanele kukhombise ukuqonda inqubo yokukhuluma kanye namasu (okuphinde kukhonjiswe, ukuphinde ubeke ngamanye amagama, ukufaka okumbambela okunye, ukukhombisa, iminyakazo, ukukhuluma buthule, imisindo kanye nokucela usizo). Inqubo yokufundisa ukukhuluma inalezigaba ezilandelayo:

- Ukulungiselela ukubhala - ukucwaninga nokuhlela
- Ukwenza nokwethula

Ukulungiselela ukubhala - ukucwaninga nokuhlela

Abafundi kumele bakwazi ukukhombisa ukuhlela, namakhono okucwaninga okuzothulwa okukhulunywayo ngoku:

- Sebenzisa irejista nesitayela, nephimbo (imibono/imizwa) ukuze kuhambelane nenhloso, nezethameli nesimo.
- Sebenzisa amagama anembayo. (ukukhetha amagama) ngoku
    - Ukusebenzisa izenzo ezisho umnyakazo, nezinhlobo ezehlukene zesichasiso nezandiso ukunikeza umyalezo okhethekile, imininingwane nencazelo ecacile uma ukhuluma isib. inkulumo, ukuxoxa indaba, nenkulumompikiswano
    - Ukusebenzisa ulwazi lwamagama angomqondofana nangomqondophika, omabizwafane, ophimbohluka negama elilodwa lebinzana lamagama
    - Ukusebenzisa amagama athekelwe, awesigodi, namasha
    - Ukusebenzisa ulimi lwesifengqo (izifengqo, izisho, izaga), iphimbo, imizwa
    - Ukusebenzisa izifinyezo
    - Ukusebenzisa umsuka, iziqalo nezijobelelo
    - Ukusebenzisa ubulili, ubuningi nezinciphiso
    - Ukusebenzisa ukuqhathanisa nezikhuliso nezichasiso kanye nezandiso
- Ukukhombisa ukuqaphela ulimi oluhlaziyayo ngoku:
    - Ukunikeza amaqiniso kanye nokuveza imibono
    - Ukuveza okukhonjwa incazelo eqondiwe
    - Ukuveza okungamagugu, indlela ababuka ngayo izinto, ukuchema, inkolelo engaguquki, okuchukuluza imizwa, ukunxenxa nolimi olukhohlisayo isib. enkulumweni enxenxayo
- Ukusetshenziswa kwemithombo/izinsiza nezinto okuthathelwa kuzo njengezichazamazwi namathesauruses ukukhetha ulwazimagama olushaya emhlolweni nokwethula inkulumo kusebenzisa amanothi, okulalelwayo, nokubukwayo ukulekelela ukwethula ngokucophelela.

Ukuzilolonga nokwethula inkulumo

Abafundi kumele bakwazi ukukhombisa amakhono okwethula okukhulunywayo ngoku:

- Khuluma bebhekise ngqo ezethamelini
- Bhekisa emithonjeni ehlukene ngokubanzi efanele ithintiwe, kumbandakanya amaqiniso ehlukene nezibonelo
- ngokwezidingo zomsebenzi owenziwayo.

- Sebenzisa isingeniso kanye nesiphetho esinembayo; (isib. ngokusebenzisa ukucaphuna okuqonde ngqo, nokusebenzisa izinsiza ezigunyaziwe ukusekela, indaba eyake yavelela umuntu oyizekayo)
- Ukuthuthukisa imibono nokuphikisana – okuyikona okuqukethwe, ukusungula, ukulandelanisa, kukhonjiswa ukuqhubeka okulandelanayo nokulandelana kwamaqiniso, izibonelo kanye nemibono
- Ukusebenzisa izingxenye zenkulumo (isib. ukwethula, ushintsho lokuqala nolwesibili, indikimba, nesiphetho) ukwakha impikiswano eyamukelekayo nokusebenzisa ubuciko bokunxenxa nenkulumompikiswano
- Ukusebenzisa izakhiwo zokuhlela ezinjengokulandelana, okusematheni, imbangela, ukuqhathanisa okuphikisanayo, isixazululo senkinga ukwazisa nokunxenxa
- Ukusebenzisa iphimbo elifanele
- Ukwethula nokuqhubeka nempikiswano nokukhetha izinhlobo ezifanele zobufakazi (isib. istathistiksi, ubufakazi, izimo ezikhethekile) loku kuhlangabezana namazinga ezivivinyo ukwakha ubufakazi, okufaka ukukholeka, okuneqiniso, nokuqonde ngqo
- Ukusebenzisa izindlela eziveza ukugcizelela: bafowethu nodadewethu; ngifisa ukugcizelela ukuthi …
- Ukusebenzisa izakhiwo zolimi ezifanelekile kanye nezimiso ezinjenge:
  - Izakhiwo zenzo kanye nezinsiza ukuveza inkathi nezindlela zesenzo ngokucophelela
  - Ukusebenzisa izakhi zenkulumo ukuveza ukuxhumana ngenkulumo kwansukuzonke
- Ukusebenzisa ubuciko bokubuza, ukuphumula, ukugcizelela,
- Ukusebenzisa amaqhinga okukhuluma kuzwakale nokungezwakali (isib. iphimbo, ukuqondiswa kwezwi/ukwehliswa, ukuzwakala kwezwi, isivinini/imvumelwano, indlela yokubeka inkulumo, indlela yokubuka, okutshengiswa ubuso, inkulumo ngokunyakazisa amalunga omzimba) ukwethula

IZINHLOBO ZEMIBHALO ENGASETSHENZISELWA UKUKHULUMA NOKULALELA	
Inkulumo elungiselelwe	Ukwazisa/ukunxenxa/ukwabelana nokuchaza iphuzu noma umbono. • Ukukhetha isihloko socwaningo esifanele - Olunye uhlobo locwaningo kumele lufakazise - Isakhiwo esifanele (ukwethula, indikimba nesiphetho) - Ukuxhumana okucacile nokulandela isihloko - Impikiswano noma iphuzu elingachukuluza imicabango abanye - Umqondo ophinyiswe ngokucacile ukukhombisa ukuqaphela izethameli nenhloso
Inkulumo engalungiselelwe	Ukwethula inkulumo ngaphandle kokulungiselela/ukuhlela ukulandelana kwemibuzo/ ukusebenzisa amaqhinga okukhuluma esikhathini esifishane sokwazi • Sebenzisa isakhiwo esifanele (ukwethula, indikimba nesiphetho) • Okuqondene nenhloso • Sebenzisa iphimbo, ukuqondiswa kwezwi, isivinini, indlela yokubuka, indlela yokuma nokuhlala nokusebenzisa ukunyakaza komzimba • Uhla kanye nephimbo elifanele izethameli • Sebenzisa ulwazimagama olufanele kanye nesakhiwo solimi esifanele • Emfishane futhi ibe nohlonze
Ukufunda okulungiselelwe (ukufunda kuzwakale)	• Ukukhombisa ukuqonda isiqephu • Isiqephu sifundwe ngokugeleza • Ukuphuma nokuzwakala kwephimbo • Ukuphimisa amagama ezwakale • Ukusebenza kweziphumuzi kahle • Ukugcina ubudlelwane nezithameli • Ukukhethwa kwesiqeshana esibhekelele nezithameli • Isiqeshana esinobude obufanalekile
Ukufunda okungalungiselelwe (ukufunda kuzwakale)	Ukwabelana ngombhalo obhalwe nguwe noma abanye; ukuzijabulisa • Ukukhombisa ukuqonda isiqephu • Isiqephu sifundwe ngokugeleza • Ukuphuma nokuzwakala kwephimbo • Ukuphimisa amagama ezwakale • Ukusebenza kweziphumuzi kahle • Ukugcina ubudlelwane nezithameli • Ukukhethwa kwesiqeshana esibhekelele nezithameli • Isiqeshana esinobude obufanalekile

IZINHLOBO ZEMIBHALO ENGASETSHENZISELWA UKUKHULUMA NOKULALELA	
Inkulumompikiswano	Impikiswano ngamaphuzu esihloko esikhethiwe. Loku kungaba incwadi ehloniphekile ekhulumela okumbandakanya umphakathi **Inqubo yenkulumompikiswano:** • Amaqembu amabili ezikhulumi, ngokujwayelekile abantu abathathu eqenjini ngalinye, ukuphikisa nokuvumela okushiwoyo. Kwenziwa izincomo noma okwaziwayo ngokushiwoyo, isib. 'Indebe yomhlaba yaba nobuhle emnothweni wethu', ukunokuba 'Indebe yomhlaba '. • Ukuqhubeka kwenkulumompikiswano kulawulwa usihlalo osuke: - Ethula okuzokhulunywa ngakho anikeze nesandulelo sakho - Ethula isikhulumi ngasinye - Agcine imigomo - Agcine isikhathi - izikhulumi zinikezwa isikhathi esibekiwe - Ukugada ingxoxo ngesikhathi okukhulunywa ngakho kuvulelwe abazokhuluma ngakho (bheka ngezansi) - Ukugada amavoti (bheka ngezansi) • Usihlalo wethula okuzokhulunywa ngako abese etshela isikhulumi sokuqala ukuthi senze isethulo sokuthi (iqembu liyavumelana noma liyaphikisana nokushiwoyo) uma kukhulunywa • Isikhulumi sokuqala senza isethulo ngempikiswano evumelana nokukhulunywa ngako • Isikhulumi sokuqala esiphikisa okushiwoyo (labo abaphikisana nokukhulunywa ngako) ukwethula impikiswano ephikisa okushiwoyo aphinde enze nemizamo yokuvimbela (ngokuhlasela) impikiswano yesikhulumi sokuqala • Isikhulumi sesibili sesithulo sizokwakhela kuloko okushiwe isikhulumi sokuqala ngempikiswano eqenjini labo, sethula okuphikisayo okusha, bese sivimbela amaphuzu esikhulumi esedlule. • Isikhulumi sesibili ohlangothini oluphikisayo senza okufanayo • Okukhulunywayo kuvuleleke kuzozonke izikhulumi (izethameli) ukuze kuxoxwe ngayo kuphindwe kubuzwe nemibuzo • Ukulandela inkulumo yonke abaphikisanayo bathula inkulumo ngokufingqiwe kuqala. Isikhulumi sesithathu siphinda amaphuzu angumongo empikiswano bese sizama ukunxenxa izethameli ukuthi zingabavoteli labo abaphikisana nabo, banikeze nezizathu. Lesisikhulumi sizophinda sivimbele impikiswano uthulwe odlule. • Isikhulumi sesithathu esiza nesethulo senza okufanayo. • Inkulumo mpikiswano isingaphethwa bese kutholakala umphumela ngezindlela ezehlukene, isib. ngokuyekelela inkulumo ihlolisiswe abahluleli (inikezwa amaphuzu), noma kunikezelwe loko okushiwo ukuba kuvotelwe.
Inkulumompendulwano	• Ukubhekisa engxoxweni ephakathi kwabantu ababili noma ngaphezulu. • Ukuqala nokugcina zingxoxo ziqhubeka • Ukusebenzisa inkulumo okunikezelwana kuyo amathuba, ukuyigcina iqhubeka • Ukuvikela indawo omi kuyo • Ukulalelana, nokubonisana • Ukugcwalisa izikhala nokugqugquzela isikhulumi • Ukucacisa izinto • Ukwabelana ngemibono nolwazi ukukhombisa ukuqonda ulwazi

IZINHLOBO ZEMIBHALO ENGASETSHENZISELWA UKUKHULUMA NOKULALELA	
Inhlolokhono	Ukutholisisa umyalelo noma umbono ovezwa omunye umuntu osesigungwini • Ukusebenzisa imibuzo, ukunxenxa, ukuthatha amanothi, ukufingqa, ukulalela amakhono ngokukhuluma noma buthule • Ukuhlela noma ukulungiselela: ukuhlonza umphumela, , isendulelo umyalelo, isendlalelo, imibuzo, isikhathi, izandiso zendawo, ukulandelanisa, indawo ekuyo (bheka izimpawu zombhalo) • Ukusebenzisa amaqhinga enhlolokhono ngokwezigaba: - Ukwethulwa (ukuziveza ubuwena, ukuchaza isizathu) - Ubuhlobo (ukwakha isimo sokwethembana) - Imibuzo (buza okuvulelekile kuya kokukhethekile, imibuzo eqonde ngqo ; ukusebenzisa ubuhlakani, uzwelo, ulimi olunxenxayo nolunenhlonipho; ukulalelisisa; ukubhekisisa impendulo, ukuphendula ngokuyiko ukukhombisa ulwazi) - Ukufingqa (ukubhala izimpendulo ngokuthatha amanothi; ukufingqa; ukulandelanisa nokuhlela izimpendulo nemininingwane ebalulekile ngokulandelana) - Ukuvala (ukubonga umuntu obenziwa inhlolokhono, anikezwe nemininingwane yokuxhumana)
Umbiko (incwadi ehloniphekile nencwadi yobungani)	• Nikeza umbiko oqonde ngqo ngesimo, isib. ingozi, nokunye nje okutholakele • Ukuveza isihloko, ukwethula (isendulelo, inhloso nengqikithi), indikimba (Ubani? Ngobani? Laphi? Nini? Yini? Kanjani?), isiphetho, izincomo, amarifarensi • Ukuhlela: qoqa bese uhlela umyalelo bese unikeza amaqiniso • Sebenzisa ulimi oluhambelana nencwadi ehloniphekile nohla kanye nendlela ethile yokubhala • Sebenzisa - Ukwethula inkathi (ngaphandle kombiko wakudala) - Amabizo qho - Umuntu wesithathu - Ukuchaza okungamaqiniso - Amagama obuchwepheshe nebinzana lamagama - Incwadi ehloniphekile, ulimi olungaphathelene nabantu
Ukunikeza izinkomba	Ukuyalela umuntu ukuthi angafika kanjani endaweni ethile. • Sebenzisa izinkomba uma utshela omunye umuntu ukuthi kufinyelelwa kanjani endaweni ethile • Sebenzisa kakhulu indlela ephoqayo • Ukusebenzisa umuntu wesibili ukumela ukuxhumana phakathi kwesikhulumi nolalele. • Ukubheka loku okulandelayo uma unikeza inkomba: - Sebenzisa imisho ecacile neshaya esikhonkosini - Sebenzisa ukulandelanisa ngendlela - Ukubhekisa ngqo endleleni ethile. - Ukuveza ubude bebanga. - Nikeza ngokuhlawumbisela ubuningi bemigwaqo ezokweqiwa ukufinyelela ohambweni - Ukunikeza ulwazi ngezimpawu ezigqamile ezitholakala endleleni. - Sebenzisa amagama akhombisa isizinda noma isikhundla - Sebenzisa amagama akhombisa inkomba - Sebenzisa amagama okubuza izinkomba

IZINHLOBO ZEMIBHALO ENGASETSHENZISELWA UKUKHULUMA NOKULALELA	
Imiyalelo	Ukuchazelwa ukuthi izinto ezithile ungazisebenzisa kanjani njengamathuluzi, imishini ukulungisa ukudla, ukukhanda okufile njll. • Ukuchaza ngokusebenzisa noma ukusebenza kwanoma isiphi isiqeshana esisebenzayo; ukulungisa ukudla, ukulungisa noma imaphi amaphutha njll. • Ukuhlela noma ukulungiselela (bheka izimpawu zombhalo) - Ukuqonda isimo nokuthi imuphi umphumela wokunikeza imiyalelo/okukhombisayo kumele kwenziwe - Ukuchaza ngokusebenzisa noma ukusebenza kwanoma isiphi isiqeshana - Ukuveza ngokucacile, ngendlela efanele, nangokulandelana ngendlela kwemiyalelo - Sebenzisa okufundisayo, imiyalelo, kanye nezimpawu - Ukusebenzisa ulwazimagama, okwethulwayo noma ulimi oludidayo olunembayo. • Ukwethula
Ukunikeza isethulo ngokukhuluma/umbiko	• Ukwethula okukhulunywayo izinto ezenzekile isib. emsakazweni nakumabonakude noma kokutholakale ekwenziweni kwenhlolokhono • Ukuhlela noma ukulungiselela - Ukwethula okukhulunywayo ukuthi imuphi umphumela wencwadi ehloniphekile olindelekile - Ukuqagela ukuthi iluphi ulwazimagama, ukusetshenziswa kolimi nezisho noma izaga ezisetshenzisiwe - Ucwaningo lukuthola umyalelo oqondile otholakala esikhulumini nolimi oludingekayo ukuveza umyalelo • Ukwethula; bheka loku okulandelayo: - Olunye uhlobo locwaningo kumele lufakazise • Isakhiwo (ukwethula, indikimba nesiphetho) kumele ibe khona • Ukuxhumana okucacile nokulandela isihloko nokubheka ukulandelana ngendlela kwamaqiniso • Impikiswano noma iphuzu elichukuluza ukuvezwa kwemicabango yabanye • Umqondo ophinyiswe ngokucacile ukukhombisa ukuqaphela izethameli nenhloso; • Ukwethula encwadini ehloniphekile, ukungachemi (okuyalelayo) nendlela ethile yokubhala, Ethulelwe uhlobo olufanele lwezethameli • Abafundi kumele bagqugquzelwe ukusebenzisa ngokuyiko inkulumo ngokunyakazisa amalunga omzimba kodw kumele kugwenywe ukusetshenziswa kokuchithwa kwezandla ngendlela engenanhlonipho. kusetshenziswe ulimi olunemiphumela eqondile. • Ukuhlela izethulo zomlomo zibe izigaba ezintathu: - Isethulo: Ukuheha ukuthatheka kwezethameli; ukuphendula ukuthi Ubani? Yini? Kuphi? Nini? - Indikimba: Hlela amaphuzu angumongo ombiko ngokulandelana. Ukusebenzisa umyalelo ngokucophelela; ukusekela iphuzu elingumongo lomyalezo otholakale ocwaningweni; sebenzisa imininingwane nemisho echazayo endabeni ukwenza umbiko uhehe - Isiphetho: Ukufingqa nokudlula kuwowonke amaphuzu abalulekile. Ukubhala isiphetho esifishane. Ukugoqa nokugcizelela amaphuzu. Hlala kakhulu emaphuzwini angumongo ukwakha umbono okungowakho mayelana nesihloko sombiko • Sebenzisa izinsiza ezibonakalayo, ezifana namaphosta, umshini okhombisa odongeni loko okubhaliwe, nokuzilungiselela ukusebenzisa lezozinto • Sebenzisa amanothi ukwakha isendlalelo sokugcina sombiko • Sebenzisa amanothi ukwethula umbiko

IZINHLOBO ZEMIBHALO ENGASETSHENZISELWA UKUKHULUMA NOKULALELA	
Ingxoxo yesigungu/ yomkhandlu	Ukwabelana ngemibono ehlukene noma umyalelo othalakale emthonjeni eyehlukene Isikhulumi kumele: • ukubheka imibono eminingi • ukulalelana • ukuvuma/ukunqaba amaphuzu uma kunesidingo • ukungaphazamisi ezinye izikhulumi • yakha ukuxhumana okulandelana kahle kwamaphuzu • namathela esihlokweni • zama ukufaka nabanye abantu engxoxweni - ukuphazamisa ngokuzithoba - ukuveza imibono nezizathu zokwesekela • Isikhulumi ngasinye sikhuluma ngengxenye ethile esihlokweni • Sebenzisa ibinzana lamagama esiko • Imisebenzi kasihlalo - Ukugcina ukuhleleka kwezinto - Ukugada isikhathi - Ukunamathela ohlelweni - Ukugqugquzela ukuzimbandakanya - Ukuhlala engachemile - Ukucela izethulo namavoti
Ukulingisa	Abafundi bethulelwa isimo, ikakhulukazi kuba inkinga noma isehlakalo, okufanele baphendule ngokucabangela ingxenye ethile. Okungumthetho omisiwe akulungiselelwa ngokuzijwayeza, noma umfundi kuzomele bachazelwe ngengxenye okumele bayidlale. Njengokuhlola okuvulelekile namayelana nokungabo abantu
Ingxoxo engahlelekile/ inkulumo	Ukwabelana kwemibono, ukwabelana imibono kanye namaphuzu nabantu namaqembu angabodwana • Ukuqala nokugcina zingxoxo ziqhubeka • Izimiso zokunikezelana amathuba • Ukuvikela indawo omi kuyo • Ukubhunga • Ukugcwalisa izikhala nokugqugquzela isikhulumi • Ukwabelana ngemibono nolwazi ukukhombisa ukuqonda ulwazi
Ukwethula isikhulumi	Ukunikeza izethameli umyalezo ngesikhulumi/isimenywa • Ukuthola umyalezo ovela kusikhulumi • Sebenzisa a incwadi ehloniphekile nendlela ethile yokubhala noma uhla • Ukwakha isimo esihehayo nokungalindelwa izethameli, isib. ngokuxoxela izethameli ngesandulelo esifanele semiyalelo nokungahlonyulwa • Ukwakha okulindelekile ngokusebenzisa, isib.ngokuphumula nokuguquka • Ukuqenda ngokuzethemba nangesigqi
Amazwi okubonga	• Ukubonga isikhulumi emva kokubeka inkulumo ezethamelini • Ukusebenzisa amagama ahloniphekile • Ukulalela ngokucophelela isikhulumi, ukuveza obekuqavile enkulumweni ethuliwe • Ukuveza amaphuzu anohlonze enkulumweni • Ukuqenda ngokuzethemba nangesigqi

Isikhathi esiphakanyisiwe somkhiqizo wokuxhumana okukhulunywayo

UMBHALO	ISIKHATHI IBANGA LESI - 7 - 9
Ingxoxo, inkulumompikiswano, isigungu/iqembu/ingxoxo yomkhandlu, ingxoxo yeqembu	15 – 20 wemizuzu
Inkulumompendulwano	4 – 6 wemizuzu
Izinkomba kanye imiyalelo	2 – 4 wemizuzu
Inhlolokhono	8 – 10 wemizuzu
Ukufunda okulungiselelwe	2 – 3 wemizuzu
Inkulumo elungiselelwe, umbiko, ukubuyekeza	2 – 3 wemizuzu
Inkulumo elungiselelwe	2 – 3 wemizuzu
Ukuxoxa indaba	5 – 7 wemizuzu
Umhlangano nenqubo yawo	8 – 10 wemizuzu

Okushiwoyo engxoxweni yolimi lwesiZulu - uhla okuthathelwe kulo

UKUCELA IMVUME • Nginga....? • Ngicela uku...? • Ngabe kungenzeka ukuthi ngi...? • Kungalunga uma nginga...? • Ungaphatheka kabi uma ngi...? • Ngicela ungivumele ngi...? • Ungavuma ukuthi ngi...?	**UKUPHAZAMISA** • Uxolo, nginga...? • Ngiyaxolisa, ucabanga ukuthi nginga...? • Uxolo, uyakwazi uku.../uyamazi u...? • Uxolo, ungangisiza?
UKUNIKEZA USIZO • Ngicela ukukusiza. • Ngingakusiza? • Kukhona okufunayo? • Ungathanda ngikusize? • Uyaludinga usizo? • Ngingakwenzelani?	**UKUFUNA USIZO** • Ngicela usizo e...? • Ungangisiza uku...? • Ngicela usizo nge...? • Ngiyakucela, ngisize nge...? • Ngicela ungisize.
UKUXOLISA • Uxolo. • Ngiyaxolisa ngoku... • Ngiyazisola ngoku... • Ungixolele ngoku... • Ngixolele. • Ngiyaxolisa.	**UKUKHONONDA** • Ngiyaxolisa ukuthi ngikhulume kanje, kodwa... • Ngiyaxolisa ukukuhlupha, kodwa... • Mhlawumbe ulibele/ukhohliwe uku... • Ungixolele uma ngiphaphalaza, kodwa... • Kungenzeka ukuthi kube nokungaboni ngaso linye nge... • Ungangizwa kabi, kodwa...

UKUNIKEZA ISELULEKO	UKUSHO INTO OYINCAMELAYO
• Angicabangi ukuthi kumele u... • Kumele u... • Akumele u... • Ukube bengiwuwe, bengi... • Ubube bengisesi mweni sakho, bengi... • Bekumele u... • Bekungamele u... • Noma ngabe wenzani, ungalokothi u...	• Ungathanda uku... • Ngingamane ngi... • Kungani singa...? • Ngincamela uku... Ucabangani? • Ucabanga ukuthi kumele senzeni? • Ukube bekuya ngami bengi... • Ngicabanga ukuthi kumele si...
UKUQAGELA/UKUCABANGELA • Ngingathi ukulungele uku... • Kungadinga u... • Kubukeka sengathi... • Mhlawumbe udinga uku... • Mhlawumbe bafuna uku... • Kunzima ukusho, kodwa ngicabanga ukuthi... • Anginaqiniso kahle, kodwa ngicabanga ukuthi...	**UKUNIKEZA ULWAZI ONEQINISO LWALO** • Banga/bayi... • Bacishe babe... • Kunenani elikhulu la... • Uhlobo lwe... • Uhlobo olu...
UKUVALELISA **Uhambo olude, amaholidi, njll.** • Ube/nibe nohambo oluhle. • Nilithokozele iholide. • Nibe namaholide amnandi. • Nithokoze. • Nibe nesikhathi esimnandi e... **UKUBINGELELANA NGEMUVA KOHAMBO/ KWAMAHOLIDE** • Abe njani amaholide...? • Usithokozele isikhathi obe naso? • Lube njani uhambo lwakho?	**UKUZIHLOLA/UKUZAHLULELA** • Lokhu kusebenze kahle ngoba... • Ngikwenze kahle lokhu ngoba... • Bekuyokuba ngcono uku... • Lokhu bekungathuthukiswa ngoku... • Inqubekela phambili iyacaca/ayicaci. • Lokhu kuphumelela ngoba...

3.1.2 Ukufunda nokuBukela

Amakhono okufunda nokubukela athuthuke ayisizinda sokufunda okuyimpumelelo kuzozonke izinhlelo zokufunda nokufundisa. Abafundi bathuthukisa ukufunda nokubukela kangcono kuzozonke izinhlobo zombhalo wobuciko nakuleyo okungeyona eyobuciko, okufaka umbhalo wokubonakalayo. Abafundi bakhumbula ukuthi uhla nohlobo luveza kanjani inhloso yombhalo, yezethameli kanye nengqikithi yombhalo. Ngokufunda ngokuzimela nokwasekilasini, abafundi bakwazi ukucubungula nokuba abantu abakwazi ukuqamba.

Ukufunda nokubukela kuhlanganisa izinto ezimbili: (1). Ukufunda kanye nokusebenzisa amasu okuhumusha nokuqonda imbhalo. (2). Ukufunda kanye nokusebenzisa ulwazi lwezimpawu zimbhalo. Zombili lezi zingxenye kumele zibe khona emiyalelweni yokufunda nokubukela emibhalweni yobuciko nasemibhalweni okungeyona eyobuciko.

Okuqukethwe ekufundeni nokubukela kuhlelwe kanje: (1). Ukufundela ukuqondisisa. (2). Ukufundela ukuhlaziya imibhalo yobuciko. (3). Ukuzifundela okwengeziwe.

Inqubo namasu okufunda

Ukufundisa imiyalelo kufaka amakhono okufunda kuzombandakanya ukusetshenziswa kwenqubo yokufunda. Lona umsebenzi, onamabanga amathathu onesifanekiso samasu okufunda ngokuzimela ukuhumusha nokuqondisisa imbhalo. Akuwona wonke amabanga okufundisa angasetshenziswa njalo. Isibonelo, uma abafundi befunda uhlobo lombhalo olungejwayelekile, kuyodingeka ukuba benze umsebenzi **wokulungiselela ukufunda** ozobasiza ekubaqwashiseni ngezimpawu ezingavela kulolo hlobo lombhalo, bese kubasiza ekukwazini ukukweyamanisa nolwazi abaluthole empilweni yabo. **Ngesikhathi sokufunda i**misebenzi yokufunda izobasiza ekuhlaziyeni izakhiwo nezimpawu zolimi kabanzi. **Emva kokufunda** kungaba ukuthi abafundi benza imizamo yokubuye babhale lo mbhalo abebewufunda ngokwabo.

- Ukulungiselela ukufunda
- Ngesikhathi sokufunda
- Imisebenzi yangemumva kokufunda

Ukulungiselela ukufunda

Abafundi bengalungiselelwa ukufunda umbhalo ngezindlela ezehlukene kuncike ezinhlotsheni zombhalo nasezingeni lomfundi akulo. Kukhuthaza ukuxhumanisa nolwazi oludala.

- Abafundi bakhuthazwa ukuzakhela okulindelekile ngombhalo okususelwa ezithombeni ezihambisana nawo noma izithombe, inhlobo yombhalo, uhlaka, ikhasi lesihloko, amathebula okuqukethwe, izahluko, igilosari nokunye.
- Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile kanye ukufunda ngokudlulisa amehlo izimpawu zombhalo: izihloko, izihlokwana, izithombe, imidwebo, amagrafu amashadi, imidwebo, ithaliksi, izihlokwana, ukonombola, izithombe, imidwebo, amagrafu amamephu, nokunye
- Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile nokunikeza imibono okungeyakho ukulungiselela ingxoxo ngokufunda
- Ukufunda ngokudlulisa amehlo ukubona imininingwane esekelayo
- Ukuqagela ngokusebenzisa umyalelo onikeziwe ube ufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile

Ngesikhathi sokufunda

- Ukubona incazelo yamagama kanye nezithombe ezingajwayelekile ngokusebenzisa amakhono okuhlakaza amagama nolunye ulwazi olungasebenza
- Ukuphinda ufunde/ukubuyekeza
- Ukusebenzisa isithombe sengqondo
- Ukuthola incazelo (ngokuhlaziya, ukuncika kombhalo, ukwakheka kwamagama njll)
- Ukubuza
- Ukwenza amanothi (umqondo obalulekile, nowesekelayo)
- Ukufingqa umqondo obalulekile, nephuzu elisekelayo/isigaba esinobude obubekiwe

- Ukuchaza izinto
- Ukunikeza incazelo ngokuzicabangela
- Ukuchaza/Ukuhlola ukubona kombhali kanye nesiphetho

Emva kokufunda

- Ukuphendula imibuzo esembhalweni kusukela kosezingeni eliphansi kuya emibuzweni yezinga eliphezulu
- Ukwenza isiphetho/ngombono okungowakho
- Ukulhlola/ukuxoxa ngezindlela ezihlukene zokuhumusha umbhalo
- Okuqhathanisekayo nokuphikisanayo
- Ukuhlanganisa/ukubhala ukufingqa
- Ukuphenduphendula umbhalo ukubona ukusetshenziswa kolimi nokufunda ngolwazimaga, isib. ukuphinda kubhale kusetshenziswa inkathi ehlukile
- Kuphinde kukhiqizwe uhlobo lombhalo okungawabo (lapho kungenzeka khona)
- Ukuqikelela ulimi olucubungulayo:
    - okungamaqiniso kanye nemibono
    - inkulumo eqonde ngqo neqondwe incazelo
    - okushiwo nokuchazwa iloko okufundwayo
    - umbhalo omayelana nezokulawulwa komphakathi nesethulo sombhali
    - umthelela wencazelo ekhethiwe neyeqekile
    - ubudlelwano phakathi kolimi namandla
    - ulimi oluchukuluza imizwa kanye nelikhohlisayo, ukuchema, ukubandlulula, ukwahlulela, ukucwasa, ukucabanga okungaguquki, izinhlobonhlobo zolimi, ukuzibonela, ukucabangela, impikiswano, inhloso yokumbandakanya nokukhetha ulwazi
    - ukwakha umbhalo omusha, njengokuthi okushintsha ukulanda kube idrama, inkulumompendulwano; okushintsha umbhalo wokusetshenziswa kolimi nokufunda ulwazimagama, isib. ukuphinda kubhalwe kube senkathini ehlukile

Ukuhumusha umbhalo obanakalayo (imidwebo enhlobonhlobo nemibhalo ebonakalayo):

Kubafundi abaningi, umbhalo obukwa odongeni ubasebenzela njengomthombo ongcono ukunalowo obhalwe ephepheni ukuba bathole umyalelo. Ukufunda nokubhala okubonakalayo nako kuyingxenye ebalulekile yokufunda, nanye namakhompiyutha angumthombo onothile wokuthola ulwazi. Ukuhlola ukuthi indlela yokwakheka kohlaka kubaluleke kangakanani kuwebusayithi ethandwa kakhulu; kutholakala kanjani ukunakwa kwabakhangisayo; iminyakazo nemibala kubamba liphi iqhaza ukunxenxa kwabayisebenzisayo ukudlulela kwenye isayithi

- Amasu okunxenxa: Ulimi oluchukuluza imizwa, ukunxenxa , ukuchema, ulimi olukhohlisayo
- Lusetshenziswe kanjani ulimi nezithombe kanye nesakhiwo namagugu
- Umthelela wohlobo oluthile lombhalo kanye nobukhulu bawo, izihlokwana kanye izithombe
- Ukuhlaziya, ukuhumusha, ukuhlola nokwenza okumayelana namakhathuni ayizinhlobo eziningi/imidweshu yekhomikhi

Yokufunda imisebenzi nenhlobo yencwadi yokufunda elindelekile

Ukufunda okulungiselelwe (ukufunda kuzwakale)

- Ukusebenzisa iphimbo, ukuqondiswa kwezwi, isivinini, indlela yokubuka, umumo womzimba nokudlulisa inkulumo ngokunyakaza komzimba
- Ukubiza amagama ngaphandle kokuphambanisa loko akuchazayo

Ukufunda okungalungiselelwe (ukufunda kuzwakale)

- Ukufunda ngokugeleza ukulandela inhloso
- Ukubiza amagama ngaphandle kokuphambanisa loko akuchazayo
- Sebenzisa iphimbo, ukuqondiswa kwezwi, isivinini, indlela yokubuka, umumo womzimba nokudlulisa inkulumo ngokunyakaza komzimba ngendlela efanele

Ukufunda isifundo sokuqondisisa

- Ukufundwa kombhalo ovalekile nocubungulayo (ukufunda isifundo sokuqondisisa)
- Ukuqonda umbhalo kabanzi - izimpawu zombhalo – izihloko, imidwebo, amagrafu amashadi, imidwebo, izihlokwana, ukonombola, izithombe, izihloko zezindaba, isakhiwo, isib. ikholamu yephephandaba, njll.
- Ukukhombisa ukufunda ngokuzimela (ukufunda ngokuvuleka nangentokozo, ulwazi nokufunda)
- Ukuqikelela ulimi olucubungulayo (ukuqaphela okushiwo nokuchazwa iloko okufundwayo amagama kanye aphethe izincazelo ezifihlakele nomyalezo, isib. inkolelo engaguquki, izinhloso nokwahlulela kwesikhulumi)

UKUFUNDA NGOKUQAPHELISISA

a) Ukufunda ngokuqaphelisisa kwemibhalo emifishane YOKUQONDISISA okusezingeni lamagama

Abafundi basebenzisa amasu anhlobonhlobo ukuhumusha amazwi ombhalo. Bakha ulwazimagama ngokusebenzisa amakhono okuhlakaza nokuveza obala amagama.

- Sebenzisa izichazamazwi, izichazamazwi, nesiqoqela ndawonye amazwi neminye imithombo esebenza ukusho okuchazwayo, upelomagama, ukubizwa kwamagama nezakhi zenkulumo zamagama angajwayelekile
- Ukubona okuchazwa iziqalo ezijwayelekile, (isib. *Um-/umu-*) nezijobelelo ezejwayelekile, (isib. – *kazi, -ana*).
- Ukunikeza incazelo ngokuzicabangela kanye nokuxhumana kwamagama abela esigabeni esisodwa ngokusebenzisa umsuka nesijobelelo.
- Sebenzisa indikimba yombhalo (isib. ekuchazweni komusho), igama lokugcina elishiwo umuntu elivumela omunye ukuba aqhubeke nowakhe umugqa (isib. okhefana, nabacaphuni) nokusamidwebo (isib. ubuso obusho okuthile) ukuqagula okushiwo amagama angajwayelekile
- Ukubona nokusebenzisa izisho ezivamile nezaga, isib*. ngibambe elentulo.*
- Ukwehlukanisa phakathi kokushiwo nokuchazwa iloko okufundwayo
- Ukubona isisusa nokusebenza kwamagama amasha, isib. inkulumo yohlobo oluthile lwabantu, isib. tsotsi taal, ulimi lwezigodi, amagama atshelekiwe, (isib. isitulo, ingilazi)
- Ukwehlukanisa phakathi kwamagama adidayo: omabizwafane, ophimbohluka, omqondofana, isib. *isife/isifo; inyanga/inyanga; ukuceba/ukuceba; ukubhunga/ukubonisana*
- Ukusebenzisa zonke izinhlobo zezifinyezo kanye nezifingqo isib. Mnumzane-Mnu. Democratic Alliance-DA
- Ukusebenzisa ulwazi lokusetshenziswa kolimi ukuveza incazelo. Bheka iZakhiwo zoLimi - ohleni olungezansi.

b) Ukufunda ngokuqaphelisisa imibhalo emifishane ebhaliwe YOKUQONDISISA okusezingeni lomusho nelesigaba

Abafundi basebenzisa ulwazi lwabo lokusetshenziswa kolimi ukuqonda ukwakheka kwemisho nokuhleleka kwemibhalo. Isifundo sombhalo kulelizinga unikeza ithuba lokufundisa ngokudidiyela izakhiwo zolimi.

- Ukubona nokusebenzisa incazelo nemisebenzi yezakhiwo nezimiso zolimi embhalweni. Bheka iZakhiwo zoLimi - ohleni olungezansi.
- Ukubona izakhiwo zombhalo ezesebenza ngezinhloso ezehlukene, (isib. ukuchaza, ukucacisa, imbangela nomthelela) kukho konke okufundwayo nokuhlobene nenguquko amagama/amagama akhombisayo/ izihlanganiso, (isib. okusesandleni, okokuqala, ngoba). Bheka Ukubhala/Ukwethula uhlobo lombhalo olufanele.

c) Ukufunda ngokuqaphelisisa imibhalo emifiishane ebhaliwe UKUQONDISISA ezingeni lombhalo wonke

Abafundi basebenzisa ulwazi lwabo imibhalo ewuhlobo nehlelekile abayifundile ukuqonda incazelo, okuhlosiwe nomthelela wombhalo wonke

- Ukuhlobanisa ulwazi abanalo nombhalo
- Ukubona uhlobo lombhalo nenhloso yawo, isib. impikiswano efuna ukunxenxa
- Ukubona nokuchaza izinhloso zombhali nendlela abona ngayo izinto
- Hlela umqondo wezingxenye zombhalo moma umbhalo wonke ukufinyelela esiphethweni
- Ukwakha isiphetho; akha wesekele umbono ongowakho

d) Ukufunda ngokuqaphelisisa umbhalo omfishane wokuFINGQA NOKUTHATHA AMANOTHI

Abafundi basebenzisa ulwazi lwabo lokuqonda izimpawu zombhalo ukuwufingqa. Bheka amasu okufunda ngenhla

- Ukufunda ngokudlulisa amehlo ukubheka amaphuzu angumongo wendikimba
- Ukuhlukanisa umqondo ongumongo nemininingwane esekelayo
- Ukubeka ngamagama ehlukile imiqondo engumongo (wabhale ngawakho amagama)
- Landelanisa imisho ngokusebenzisa izihlanganiso namagama okuxhumanisa ukuwenza abe umbhalo

e) Ukufunda ngokuqaphelisisa umbhalo omfishane NGOKUQIKELELA ULIMI OLUCUBUNGULAYO.

Abafundi basebenzisa ukuqonda kwabo ukuthi ulimi lingakha kanjani futhi ligcine amandla obudlelwane phakathi kokhiqize umbhalo nofundayo. Bahlaziya umbono wombhalo.

- Ukubona nokuxoxa ngolimi oluchukuzayo nolukhohlisayo
- Ukubona nokuxoxa ngolimi noluchemile noluthatha uhlangothi ngokwahlulela, nokucabanga okungaguquki
- Ukubona nokuxoxa ngemicabango nokuchaza umthelela
- Ukubona nokuxoxa ngokuqondwe incazelo nendlela okubonakala ngayo
- Ukubona nokuxoxa ngokushiwo nokuchazwa iloko okufundwayo
- Nikeza umbono ngenhloso yokumbandakanya nokukhetha ulwazi
- Ukuqaphela umbono wombhali/womkhiqizi

f) Ukufunda ngokuqaphelisisa IZINDLELA EZEHLUKENE ZEMIBHALO NEMIBHALO EBONAKALAYO (Izindlela ezehlukene zembhalo zisebenzisa izinto ezibonakalayo nezibhaliwe ezitholakala embhalweni owodwa, isib. izikhangiso, amakhathuni. Bangaphinde bahlanganise loku nolimi ulukhulunywayo noma ngokwenza.)

Abafundi basebenzisa ulwazi lwabo lwemifanekiso nezinye izinto ezibonakalayo ukwazi ukuthi lezizinto zikusekela kanjani ukubhala ezindleleni ezehlukene zombhalo. Abafundi basebenzisa ulimi olusetshenziswa kulesosifundo njengolimi olusetshenziswa esifundweni sefilimu ukuqonda nokuncoma izinto ezisembhalweni obonakalayo nemithelela yazo

- Ukubona nokuxoxa ngendlela izinto ezibonakalayo ezihlanganiswe ngayo embhalweni wezindlela ezehlukene zembhalo, isib. ukuhleleka, imidwebo, umbhalo osazithombe
- Ukubona nokuxoxa ngenhloso nomyalezo embhalweni womyalelo, isib. Amagrafu, amathebula, izinhlelo zengxoxo, amashadi, amamephu
- Ukubona nokuxoxa ngomyalezo nomthelela wezinto ezinokala ezikhangisweni nobudlelwano phakathi kokubhaliwe kanye nezinto ezibonakalayo
- Ukubona nokuxoxa ngenhloso nomyalezo embhalweni obonakalayo okhombisa ubudlelwano, isib. Amamephu esithombe sengqondo, imidwebo, amamephu, izinhlelo
- Ukubona nokuxoxa ngenhloso, yokuvuselela umoya nokudweba umbhalo obonakalayo ngenhloso yokuvuselela umoya, isib. Izithombe, ifilimu, nezinto zomdwebo
- Ukubona nokuxoxa ngenhloso nomyalezo yombhalo obonakalayo owakhelwe ukuzithokozisa, isib. ifilimu, amakhathuni, amavidiyo omculo, imidweshu yekhomikhi
- Ukubona nokuxoxa ngomyalezo nomthelela wombhalo wokubonakalayo osekela ukukhuluma, isib. Amaphosta, imidwebo, umshini wokukhombisa umbhalo nesithombe odongeni
- (isifundo sefilimu – sokuzinothisa ngolwazi kuphela) Ukubona, ukuqonda, ukuhlaziya kanye ukuhlola ubudlelwane phakathi kwemisindo, inkulumo, umnyakazo nezinto ezibonakalayo efilimini nezinye izinhlobo zezinto ezibukwayo zilalelwe

KUFUNDA OKUHLELEKILE KWEMIBHALO YOBUCIKO

Abafundi bafunda, bahlole bese bephendula ukuvuseleleka komoya embhalweni wobuciko. Basebenzisa ulimi ululi olusetshenziswa olimini lwesifundo sombhalo wobuciko ukuqonda nokuncoma umbhalo wobuciko. Kukhethwe okungenani izinhlobo EZIMBILI ezizofundwa zihlolwe ngokuhlelekile ngonyaka. Eziningi zafundwa emabangeni aka-GET: izinkondlo ne/noma izindaba ezimfishane/izinganekwane ne/noma inoveli ne/noma idrama, njll. Bheka "Imibhalo efudwa ngokuhlanganisa namakhono olimi" ekupheleni kwalengxenye

QAPHELA: Okugcizelelwayo embhalweni ehlelekile uzoshintsha kuncike emsebenzini wombhalo obekiwe/okhethiwe.

- Ukuqonda isimo esingaba umehluko phakathi kwezinhlobo zemibhalo yobuciko, isib. inkondlo inezinto ezehlukile kunoveli

- Ukubona nokuchaza ulimi olucacile nezimpawu ezivela ezinhlobeni ezehlukene, isib. isifaniso, isingathekiso, ukwenzasamuntu, ifuzamsindo, ifanamsindo, ihaba, ukuphikisana, umbhinqo, ukubhuqa, ibohlololo, inkomba, isihlonopho, uteku, isifenyiso

- Ukubona nokuchaza inhloso yomlobi

- Ukuchaza nokukhethwa kwamagama nomthelela **enkondlweni** otholakala ngokulekelela ukuveza umyalezo/endikimbeni. Izimo zesakhiwo zombhalo ezifaka nezifengqo, izithombemagama/imifanekiso mqondo, izakhiwo zolimi nokulandelana kwemisindo, isib.imvumelwano, impinda, isigqi, ifanamsindo

- Ukuchaza nokukhethwa kwamagama nomthelela kwi**drama**/**emdlalweni** otholakala ngokulekelela ukuveza umyalezo/endikimbeni. Ngokwengeza izifengqo nezithombemagama/imifanekiso mqondo, izakhiwo zombhalo ezifaka nezifengqo, izithombemagama/imifanekiso mqondo, izimo zesakhiwo somdlalo, isib. uhlaka, uvuthondaba, izinhlobo zabalingiswa, ukulawulwa kwaseshashalazini, ulimi lombhinqo lomdlalo, isizinda

- Ukuchaza nokukhethwa kwamagama nomthelela **emdlalweni emifishane/emanovelini/efilimini** otholakala ngokulekelela ukuveza umyalezo/endikimbeni. Izakhiwo zombhalo ezifaka nezifengqo, izithombemagama/imifanekiso mqondo, izakhiwo eziveza idima yomxoxi, izimo zesakhiwo, isib. uhlaka, isithelo sendaba, ukukhula kwendaba udweshu, uvuthondaba, ibohlololo/ipholavuthondaba, ibohlololo/isixazululo, isizinda

UKUFUNDA OKWENGEZIWE NGOKUZIMELA/UKUBUKELA

Abafundi basebenzisa amasu abawafundisiwe ngesikhathi sesifundo sombhalo ofundwe ngokuhlelekile ngesikhathi sokufunda ngokungalawulwa ngokwabo bezijabulisa noma benza ucwaningo. Ukululeka okwenziwa uthisha ngokutholakala kanye nezinga elifanele kulengxenye yokufunda

- Ukufinyelela emtapweni wolwazi nokwazi izimiso zokugcina incwadi

- Ukunikeza ubufakazi bokufundwa okwengeziwe/ukubuka ngendlela yendlela yezinkulumo, izingxoxo nencwadi/ifilimu/ukubuyekeza izinhlelo

- Ukufunda/ukubheka ngokuvulelekile umbhalo wonke, isib. izincwadi, amaphephabhuku, iphephandaba, iwebusayithi, ifilimu, izinhlelo zengxoxo, Uchungechunge lezinhlelo zikamabonakude ngesikhathi sekilasi noma sekuphunyiwe

Izibonelo zezinhlobo zemibuzo

Imibuzo edinga ulwazi	*Kwenzekani emva koku …? Ungasho igama lalo … chaza ukuthi kwenzekani … ubani owakhuluma no …? Yini incazelo yalokhu ….?*
Imibuzo edinga ukuqondisisa	*Ubani owabe engumlingiswa omkhulu …? Unganika isibonelo salokhu …?Ungachaza ngamagama akho ….?*
Imibuzo edinga asebenzise ulwazi analo	*Ungacabanga okunye...kuphi lapho ….? Uyakhumbula ukuthi sibheka isingathekiso - ungasichaza uthini isingathekiso kulo mugqa?*
Imibuzo edinga ukuhlaziya	*Lokhu kufana ngani nalokhu …? Lokhu kwehluke ngani kulokhu …? Indikimba …? Kungani ucabanga ukuthi …..?*
Imibuzo edinga ukuhlela imiqondo	*Sifunde umehluko izinto ezahlukene ngoJohn - ungakubeka konke ndawonye bese uchaza ubunjalo bakhe? Uwuhlobo olunjani lo muntu?*
Imibuzo edinga ukuhlolisisa	*Kunamisebenzi mini ……? Ungacabanga indlela engcono yoku ….? Iyiphi Inkondlo oyikhethayo phakathi kwalezi ezimbili ? kungani?*

Ukukhetha uhlobo lombhalo

Othisha kumele benze isiqineko sokuthi abafundi bafunda izinhlobo ezehlukene zombhalo ngonyaka. Kumele kube nokulingana phakathi kombhalo omfishane nomude ukufeza izinhloso ezehlukene, isib. Ngenhloso yokuvuseleleka komoya (isifundo sombhalo ohlelekile osuselwa emsebenzini omiselwe ukwenziwa) umbhalo wokuhlukanisa isisindo kokufundwayo, umbhalo obonakalayo wokuzithokozisa (bheka "Umbhalo osetshenziselwa osetshenziselwa ukufundisa ukuhlanganisa amakhono olimi").

IZINHLOBO ZOMBHALO EOKUFUNDA	
Ubunkondlo	Kunemibuzo emibili ebalulekile okumele umfundi ayibuze ngenkondlo: Kuthiweni? Ngazi kanjani? Umbuzo wesibili wengeza ngokwenza okuthile ukuphendula owokuqala; eyokuqala inquma ukuthi umbuzo wesibili uzovezani. Bonke ababhali bombhalo wobuciko babhala ngoba kukhona okuthile abasuke befuna ukukusho— into abasuke beyibona njengehehayo, ngokujwayelekile okubalulekile osikweni labantu abasuke bebhalelwa. Kufundwa umbhalo ukusekela, ukucacisa nokuveza loko umbhali afuna ukukusho. Iphinde ifake ukubheka ukusetshenziswa kwezimo zenkulumo; imisho; imigqa yestanza nenkondo ethulwayo ngokuphelele; ukukhethwa kwemifanekisomqondo, isigqi, isivinini, nomsindo; nokuchukuluzeka kwemizwa okuvuswa umfanekisomqondo.konke loku kuyimizamo yokufinyelela esiphethweni sokuhlola ukuthi ikuphi okungcono imbongi ephokophele ukukwembula okungachaza umbhalo. Akuvamile ukuba nesiphetho esifundweni senkondlo ebhaleke kahle. Lezinto ezilandelayo zingabhekwa ukwenza ukuqonda umyalezo ohloswe ukudluliswa kubengcono • Umyalezo oqonde ngqo • incazelo engaqondile loko okushiwoyo • Umuzwa. • Indikimba nomyalezo • izithombemagama/imifanekiso mqondo • izifengqo/izithombemagama/imifanekiso mqondo, ukukhetha amagama, umsindo ukuzwakala, iphimbo, izindlela zokuhaya, ukuvezwa kwemizwa, imigqa, amagama, izitanza, , imvumelwano, ukuxhumana, isigqi, izimpawu zokuloba, impinda, ifanamsindo (imvumelwano ngwaqa nemvumelwano nkamisa), i-enjambamenti/ukuthelelana komqondo

IZINHLOBO ZOMBHALO EOKUFUNDA	
Idrama	Idrama ayikho kuphela mayelana namagama kanye nolimi: imayelana neminyakazo, izwi, ukukhanya nokufiphala, ; ukuxhumana; ukwethulela ishashalazi. Indlela abenza ngayo iminyakazo (isivinini) kudingekile; ukuthi baxhumana kanjani abalingiswa, benzani uma bengakhulumi; ukubuso bushintsha kanjani ukuveza umyalezo womugqa —konke loku kungalahleka uma umdlalo ufundwa sengathi kufundwa inoveli. Nokho-ke, akukaze kube umqondo ophusile ukukhombisa 'ividiyo' yomdlalo kuze kube yisikhathi lapho umdlalo lowo usufundiwe kwaphinde kwaxoxwa ngawo ngokuphelele 'okwethulwe eshashalazini' kwenziwa ikilasi. Ngaphandle kwaloko, 'ividiyo' iphenduka ibe ubuqiniso bomdlalo, futhi kuncane okungakhipha ukuchaza okufanele kwalowo mkhiqizo. Ukusebenza ngomcabango kudlala indima enkulu ukufunda idrama. Ukucabanga ishashalazi nokuthi abalingisi babukeka kanjani, nokuthi zingaki ezinye izindlela umugqa noma inkulumo engashiwo ngazo kuyingxenye ebaluleke kakhulu ukusebenza ngedrama ekilasini. Uhlaka nezinhlaka ezincikile; indlela umdlalo oveza ngayo abalingiswa, nokuthi bakhula kanjani emdlalweni; isizinda kanye nokwendlalelayo (kuphela lapho kudingeke khona ngempela ukuqonda umdlalo); isivinini, ukusebenzisa zithombe nezimpawu; amaqhinga asetshenziswa kudrama afana nokukhuluma wedwa; ulimi lombhinqo lomdlalo, ukulawulwa kwaseshashalazini, ukwakhiwa kwengcindezi, noma isehlo esikhomba ukuthi kumele sifundwe ngesikhathi umdlalo ufundiswa. Lezinto ezilandelayo zingabhekwa ukwenza abafundi baqonde umbhalo: • uhlaka kanye nohlaka oluncikile (isethulo, ukukhula kwendaba udweshu, uvuthondaba, ibohlololo/ ipholavuthondaba, ibohlololo/isixazululo, ukubikezela nokujeqeza • ukuvezwa kwabalingiswa • iqhaza lomxoxi/umlingiswa wemicabango oxoxa indaba/ukuvela kombono • indikimba nomyalezo • isendulelo nesizinda – esihambisana nomlingiswa otholakala endikimbeni • isakhiwo somdlalo: uhlaka, uhlaka oluncikile (isethulo, novuthondaba) • umuzwa nokuzwakala • ukuphenduka kombhinqo/isiphetho • ukulawulwa kwaseshashalazini • ukuxhumana phakathi kwenkulumompendulwano/inkulumo yomuntu oyedwa/inkulumo yomuntu oyedwa eyimcabango/imidlinzo • ulimi lombhinqo lomdlalo • ukulandelana kwezehlo ngokulandela isikhathi esithile
Isifundo sefilimu (ukuzinothisa ngolwazi)	Isifundo sefilimu asifani nokufunda inoveli. Yize izindlela ezisetshenziswayo efilimini zingalandela iphethini lokufundisa okuningi okufana nokwedrama nenoveli, amasu okuveza isithombe seshashalazi' engezansi idinga ukunakwa ngokwehlukile. 'Ukufunda' ifilimu enokubhekelela ukuzwela nokucophelela incika esilinganisweni esikhulu sokufinyelela kuloko okungatholwa umbukeli ngendlela zokululungisa amaphutha, ukusika, ukuthatha ngekhamera, ukwakhela, umculo, okugqokwayo, ukukhanyisa nomsindo. Ukukwazi ukufunda ifilimu kulelizinga akulinganiseki ukunothisa umuntu ukubuka ifilimu: izibukeli ziyakubalekela ukulandela okujwayele ukuchaza ukuthi kulandelwa indawana exoxayo; ukufinyelela 'informed attending'' loko kwengeza ukuqonda okujulile kobukelayo, nokuqonda kangcono ukuthi uqondisi, nomlungisi wamaphutha nabanye bawusebenze kanjani lefilimu ukuba izibukeli zizizwe futhi zizibone zihambisana ngendlela ethile nefilimu. • inkulumompendulwano kanye umnyakazo, nokuhlobana okuhambisana nomlingiswa nendikimba; • uhlaka, uhlaka oluncikile, ukuvezwa komlingiswa, udweshu, inhloso yomdlalo nomdlalo • Ukubhinqa, ukuphenduka kombhiqo nesiphetho; • isakhiwo somdlalo nokulawulwa kwaseshashalazini • umyalezo nendikimba nokuthi kuhlanganiswe kanjani nazozonke izingxenye zombhalo; • Amasu okwenza isithombe seshashalazi (okubonakalayo, kanye nokulalelwayo -nokubonakalayo) okunjengokusebenzisa umbala, ukuqamba, inkulumompendulwano, umculo, umsindo, ukukhanyisa, ukulungisa amaphutha, indlela okuthathwe ngayo isithombe, ukuveza, amasu ekhamera, ukunyakaza kwekhamera, okuzungizile nokuvele obala.

IZINHLOBO ZOMBHALO EOKUFUNDA	
Inoveli, izindaba ezimfishane, izinganekwane	Ezilandayo (inoveli, indaba emfishane nenganekwane) zidinga ukufundwa, kuxoxwe ngazo futhi zithokozelwe. Ukufunda umbhalo kuzwakale noma udlalwe ekilasini kuyasiza kakhulu, ikakhulukazi kubafundi abangakukhuthalele kangako ukufunda noma abangakuthandi. Ukufunda ngokushesha, nokugcina ukulangazelela kukhona ngokufunda ngokulingisa okungase kwenzeke noma okwenzekayo: ukulinganisa, noma ukuncoma. Imisebenzana elula efana nokucabanga ngokufingqa (ukufingqa indaba kumngani wakho umxoxela ngamagama abaliwe; ngokugcina isithombe sibonakala ekilasini; opening dossiers of key characters; ukubheka nokuqaphela, ukuvela kwamagama nezithombemagama ukugcizelela ukugcizelela umqondo noma izindikimba ezikunoveli) kungasiza ukwugcina umfundi esesivinini esifanele. Emva kokufunda kokuqala, abafundi badinga ukaqephela umehluko phakathi kokulandisa (kwenzekani ngokulandelayo?) nohlaka (*kwenzekelani loko*?); ukuthola izincazelo ezingashaya emhloleni ezingatholakala endabeni; ukubheka ukuthi umbhali ukusebenzise kanjani ulimi ukwakha umlingiswa (ukuchaza nenkulumo ngqo); ukuthi baxhumana kanjani abalingiswa; isizinda (indaba echazayo ulimi, nokucaphuna kwezinye izindawo inoveli yonke); lapho kudingeka khona imizamo yokusumbulula imibono eyendulele, imicabango nezimfundiso ezilawula lapho kuqondwe khona kunoveli yonke. Wonke amasiko, nabantu abaningi, ukuphila izimpilo imbued ngezindaba. Noma yini uthisha ayenzayo ngenoveli nezindaba ekilasini, loko kuthokozela indaba kuhlale kuyinto enkulu kuye. Lezinto ezilandelayo zingabhekwa ukwenza abafundi baqonde umbhalo: • uhlobo • uhlaka, uhlaka oluncikile (isethulo, ukukhula kwendaba udweshu, uvuthondaba, ibohlololo/ ipholavuthondaba, ibohlololo/isixazululo, ukubikezela nokujeqeza • udweshu • abalingiswa • ukuvela kwabalingiswa • iqhaza lomxoxi • umyalezo nendikimba • isendulelo, isizinda nokuhlangana nabalingiswa nendikimba • umoya, ingwijikhwebu/isiphetho • ukuhlala ulindele okuthile nokumangazayo
Eminye imibhalo yokufundwa	Amaphosta, amashadi, amamephu, amagrafu amakhathuni, amaphephabhuku, iphephandaba, iwebusayithi, ifilimu, izinhlelo zengxoxo, Uchungechunge lezinhlelo zikamabonakude ngesikhathi sekilasi noma sekuphunyiwe

UBUDE BOMBHALO OKUMELE OFUNDWE			
UMBHALO	**IBANGA LESI - 7**	**IBANGA LESI - 8**	**IBANGA LESI - 9**
Umbhalo wokufunda kuzwakale	5 – 6 imisho isigaba esi-1	5 – 8 imisho izigaba ezi-2	5 – 10 imisho izigaba ezi-3
Ukufunda isifundo sokuqondisisa/ukufunda ngokuqaphelisisa umbhalo	300-350 amagama	350-400 amagama	400-450 amagama
Ukufunda ngokuzimela	Ubunkondlo, indaba emfishane, inganekwane, inoveli kanye nedrama njengoba kuchazwe ku CAPS nombhalo onobuqiniso	Ubunkondlo, indaba emfishane, inganekwane, inoveli kanye nedrama njengoba kuchazwe ku CAPS nombhalo onobuqiniso	Ubunkondlo, indaba emfishane, inganekwane, inoveli kanye nedrama njengoba kuchazwe ku CAPS nombhalo onobuqiniso
Ukufingqa	60-70 amagama kusukela embhalweni onamagama angama- 240	60-70 amagama kusukela embhalweni onamagama angama- 250	60-70 amagama kusukela embhalweni onamagama angama- 270

IMIBHALO ESETSHENZISELWA UKUFUNDISA AMAKHONO OLIMI NGOKUHLANGANISA EMABANGENI APHAKEME Ukwengeza esifundweni sombhalo wobuciko ohlelekile, imibhalo okumele yenziwe emaBangeni aPhakeme kufaka nokubhalwayo, okubonakalayo nemibhalo eyizinhlobo eziningi yezinhloso ezezehlukene. Eminye imibhalo izofundelwa ukuvuselela umoya; eminye izofundelwa ukukhombisa nokwenza izibonelo uma kubhalwa		
Umbhalo wobuciko wesifundo esihlelekile. Izinhlobo ezingafundwa emaBangeni aPhakeme. **Izinhlobo zemibhalo (yobuciko)** **Ubunkondlo** (Ibanga lesi-7 – Izinkondlo ezi-5-8) (Ibanga lesi-8 – Izinkondlo ezi-8-10) (Ibanga lesi-9 – Izinkondlo ezi-10-12) **Inoveli** (Ibanga lesi-7 – amakhasi angama-30-40) (Ibanga lesi-8 – amakhasi angama-40-50) (Ibanga lesi-9 – amakhasi angama-50-60) **Izindaba ezimfishane** [Ibanga lesi-7 – Izindaba ezimfushane ezi-4 kuya kwezi-5 (amakhasi ama-3-5 endabeni ngayinye) [Ibanga lesi-8 – Izindaba ezimfushane ezi-5 kuya kwezi-7 (amakhasi ama-3-5 endabeni ngayinye) [Ibanga lesi-9 – Izindaba ezimfushane ezi-7 kuya kwezi-10 (amakhasi ama-3-5 endabeni ngayinye) **Inganekwane** [Ibanga lesi-7 – Izinganekwane ezi-4 kuya kwezi-5 (amakhasi ama-3-5 inganekwane ngayinye)] [Ibanga lesi-8 – Izinganekwane ezi-5 kuya kwezi-7 (amakhasi ama-3-5 inganekwane ngayinye)] [Ibanga lesi-9 – Izinganekwane ezi-7 kuya kwezi-10 (amakhasi ama-3-5 inganekwane ngayinye)] **Umdlalo** [Ibanga lesi-7 – Umdlalo onkundla-1 kuya konkundla-2 (amakhasi ayi-10-20)] [Ibanga lesi-8 – Umdlalo onkundla-2 kuya konkundla-3 – amakhasi angama-20-30)] [Ibanga lesi-9 – Umdlalo onkundla-3 kuya konkundla-5 – amakhasi angama-30-50)] **Ukunothisa ulwazi** **Ifilimu** Uchungechunge lezinhlelo zikamabonakude ezikhethiwe/izinhlelo zengxoxo Imidlalo yomsakazo Ama-iseyi	**Umbhalo obhalelwa ulwazi** Izichazamazwi Enisayikilophediya Amasheduli Ibhuku locingo Izincwadi Amathebula esikhati Iziqondiso ngomabonakude **Imibhalo yabe zindaba** Isiqeshana sephephabhuku Iziqeshana zephephandaba Izaziso Izikhangiso **Izinhlobo ezibhalwayo zemibhalo elalelwayo** Inkulumompendulwano Izinkulumo Amaculo Amahlaya **Imibhalo yabantu nombhalo wokuxhumana** Izincwadi Amadayari Izimemo Ama-imeyili sms's, twitter amanothi imibiko **Imibhalo yabantu kwezohwebo** Incwadi ehloniphekile izincwadi Uhlelo namanithi omhlangano	**Imibhalo eyizinhlobo eziningi/imibhalo yolwazi ebonakalayo** Amashadi, amamephu Amagrafu, amathebula, Umbhalo osabulwembu, imidwebo Amaphosta Eziqeshana zokukhangisa, amaphamfulethi, amabhurosha Izimpawu izinhlelo zikamabonakude zengxoxo amakhasi ewebu, i-internet, amablogi Facebook nezinye izindlela zokuxhumana Umshini wokukhombisa umbhalo nesithombe odongeni Amatransparensi **Imibhalo eyizinhlobo eziningi/ umbhalo obonakalayo ngenhloso yokuvuseleleka umoya** Ifilimu Izithombe Imidwebo **Imibhalo eyizinhlobo eziningi/umbhalo obonakalayo wokuzithokozisa** Ifilimu Izinhlelo zikamabonakude Amavidiyo omculo Amakhathuni, caricatures Imidweshu yekhomikhi Amahlaya iGraffiti **Umbhalo olalelwayo** Izinhlelo zomsakazo Ukufundwa kwedrama Ukufundwa kwenoveli noma indaba emfishane Izinkulumo eziqoshiwe **Izikhangiso emsakazweni, kumabonakude, ephephandabeni nasemaphephabhukwini**

3.1.3 Ukubhala nokwethula

Ukubhala yisikhali esikhulu sokuxhumana esivumela abafundi ukuthi bahlanganise baphinde bedlulisele kwabanye imicabango kanye nemibono yabo ngendlela ehleleke kahle. Ukuhlala njalo bezilolongela ukubhala izinhlobo ezehlukene zemibhalo, amathaskhi kanye nezifundo, kwenza abafundi bakhulume ngokwenhloso kanye nokuzisungulela. Ukubhala okuhleleke kahle kusetshenziswa uhlelo, kukhiqiza ababhali abanekhono, abakwazi

ukuhambisana nezimo ezehlukene, abazokwazi ukusebenzisa amakhono abo okubhala kanye nokwethula imibhalo efanelekile, imibhalo abukwayo kanye nemibhalo anhlobonhlobo asetshenziselwa izinhloso ezehlukahlukene.

Ukubhala kubalulekile ngoba kwenza abafundi bacabange ngohlelo kanye nesipelingi. Lokhu kugqugquzela abafundi ukuthi bahlunge ulimi, kubenze basheshe ukufunda ulimi kuphinde kunciphise amaphutha abo. Emabangeni edlule abafundi bafunda ukubhala imibhalo yokuziqambela kanye nemibhalo engabekelwe migomo, besebenzisa izakhiwo zombhalo njengesisekelo. EsiGabeni esiPhakeme kulindeleke ukuthi abafundi bazibhalele ngokwabo imibhalo ehlukahlukene. Bayophinde basebenzise inqubo yokubhala ukukhiqiza imibhalo enohlelo lolimi oluhleleke kahle.

Inqubo yokubhala kanye namasu

Ukubhala umbhalo omuhle kuyikhono elifuna ukuthuthukiswa kanye nokwesekelwa. Noma ukufunda kuyisisekelo esibalulekile, amakhono okubhala athuthuka kuphela lapho kubhalwa. Imiyalelo yokubhala ivame ukumbandakanya ukusebenza ngenqubo yokubhala. Noma kunjalo, lokho akusho ukuthi amazinga enqubo yokubhala ayohlale esetshenziswa wonke njalo lapho kubhalwa imibhalo. Isibonelo, uma abafundi bebhala umbhalo owejwayelekile, akudingekile ukuthi bahlaziyisise isakhiwo sawo kanye nezakhiwo zolimi. Kungenzeka futhi kube nezimo lapho othisha kudingeka ukuthi bagxile ekwakhiweni kwemisho noma ekwakhiweni kwezigaba noma abafundi babhale imibhalo ngale kokubhala izinhlaka zemibhalo yokuqala lapho bezilungiselela ukuhlola. Inqubo yokubhala inamazinga alandelayo:

- Ukuhlela/Ngaphambi kokubhala
- Ukubhala izinhlaka zokuqala
- Ukubuyekeza
- Ukufunda ngokuqaphelisisa ukuze ucacise
- Ukulungisa amaphutha
- Ukwethula

Ukuhlela/Ukulungisela ukubhala

- Hlaziya uhlaka, ulimi kanye nerejista yombhalo okhethiwe.
- Khetha inhloso kanye nalabo umbhalo obhekiswe kubo/ohlelelwe bona.
- Cabanga ngezidingo zohlobo lombhalo, isitayela kanye nombono wombhali.
- Thola, uhlele, uqophe ulwazi usebenzisa umbhalo osabulembu noma uhla lozobhala ngakho
- Sebenzisa imithombolwazi enhlobonhlobo uhlele ulwazi-ngqo.

Ukubhala uhlaka

- Sebenzisa kahle imiqondo ewumongo kanye naleyo eyesekelayo usukela ekuhleleni
- Bhala umzamo wokuqala oveza inhloso, labo umbhalo obhekiswe kubo, isihloko kanye nohlobo lombhalo.
- Khetha kahle amagama achazayo, amagama aveza imizwa, amabinzana kanye nezimo zokukhuluma ukwenza umbhalo ucace kahle.

- Veza umbono ngokuchaza izinto ezingamagugu, izinkolelo kanye nolwazi.
- Khetha izwi kanye nesitayela ngokwenza ulimi kanye nephimbo kuhambisane nalabo abazofunda umbhalo kanye nehloso yombhalo.
- Fundisisa umbhalo owumzamo wokuqala uphinde uthole uvo lwabanye abafundi mayelana nombhalo owubhalile.
- Faka yonke imininingwane edingekayo kulolo hlobo lombhalo (usebenzisa osokucaphuna, ukuqhubezela phambili impikiswano, njll.)

Ukubuyekeza, ukulungisa amaphutha, ukufunda ngenhloso yokubheka amaphutha nokwethula

- Sebenzisa indlela ebekiwe yokuhlola umsebenzi wakho kanye nowabanye ngenhloso yokuwenza kangcono.
- Colisisa indlela okhethe ngayo amagama, imisho, izigaba (engeza ulwazi, sebenzisa ngendlela amagama akhomba ukuguka kwezinto).
- Lungisa indlela okulandelana ngayo izigaba nendlela ezixhumana ngayo.
- Ukususa okuyindida, ukukhulumela futhi, ukunkanta, nolimi oluhlaselayo
- Hlaziya okuqukethwe, isitayela kanye nerejista.
- Sebenzisa izimpawu zokuloba, isipelingi kanye nohlelo kahle/ngendlela efanele.
- Lungisa umbhalo owumkhiqizo wokugcina, kumbandakanya indlela umbhalo ohlelwe ngayo, isib. Izihlokwana kanye nefonti.
- Yethula umbhalo owumkhiqizo wokugcina.

Izakhiwo zolimi kanye nezimiso zokusetshenziswa kolimi ngesikhathi kubhalwa

Abafundi bazokwazi ukuthi ulimi lusetshenziswa kanjani futhi bazokwazi ukusebenzisa ulimi ukuluchaza ukuze bakwazi ukuhlaziya izincazelo, ukufaneleka kanye nokunemba kwemibhalo yabo kanye neminye. Bazobuye bakwazi ukusebenzisa lolu lwazi ukwakha umqondo kusukela egameni nasezingeni lomusho kuye embhalweni ophelele kanye nokubona ukuthi umbhalo nesimo osetshenziswa kuso kuxhumana kanjani. Ngokuhlangana nemibhalo enhlobonhlobo, abafundi bakhulisa ulwazimagama lwabo babuye basebenzise ukuqonda **izakhiwo nezimiso zokusetshenziswa kolimi** ngendlela efanele.

Ulwazi lwezakhiwo kanye nezimiso zolimi luzokwenza abafundi bakhiqize imibhalo ehlelekile nenokuxhumana okuhle. Izakhiwo zolimi kumele zifundiselwe ukwakha imibhalo ezisetshenziswe kuyo. Ukusetshenziswa kwezakhiwo zolimi akumele kufundiswe ngokuzimela. Kumele kuchaze indlela imisho ehlelwe ngayo ukwakha umbhalo ophelele ofana nezindaba, ama-eseyi, izincwadi kanye nemibiko abafundi abafunda ukuyiifunda kanye nokuyibhala esikoleni.

Izimiso zokusetshenziswa kolimi (isipelingi kanye nezimpawu zokuloba)

- Sebenzisa ukuqhelelana kahle, osonhlamvukazi, amakhoma, osokucaphuna, amakholoni, ukudwebela umbhalo olukeke, ukubhala ngokugqamile, amasemikholoni, abakaki, njll.
- Sebenzisa ulwazi lwesipelingi kanye nemithetho yokupela kahle amagama:

- Ulwazi lwamagama ahambisanayo.
- Ulwazi lweziqu, iziqalo kanye nezijobelelo.
- Ulwazi lokwehlukanisa kahle amagama.

- Sebenzisa izichazamazwi.
- Sebenzisa izifinyezo ezifanelekile nezemukelekile kwabenzindaba kanye nalabo abazofunda umbhalo.

Ukukhethwa kwamagama

- Sebenzisa izinhlobo zezenzo ezehlukene, izichasiso kanye nezandiso ukuveza umbono othile kanye nemininingwane kanye nencazelo ecacile lapho kubhalwa ama-eseyi afana nendaba elandisayo, echazayo, njll.
- Sebenzisa amagama amqondofana, amqondophika, omabizwafane, ophimbohluka, kanye negama elilodwa elimela amaningi.
- Sebenzisa ngendlela eyiyo ulimi olumiselwe imigomo kanye nolimi olukhululekile olufana nesilenge, nezinye.
- Sebenzisa amagama abolekwe kwezinye izilimi kanye namagama emvelo.
- Nikeza iqiniso kanye nemibono.
- Sebenzisa amagama anezincazelo eziqondile, ezicashile kanye namagama anezincazelo eziqondiwe.
- Bazenza ababhali ngokubhala imiyalezo ecace bha kanye nemiyalezo ecashile.
- Baveza izinto ezingamagugu, izindlela ababuka ngazo izinto, ukuchema, izinkolelo ezingaguquki, ulimi oluvusa imizwa, ulimi olunxenxayo nolimi olukhohlisayo. Isibonelo, emibhalweni enxenxayo efana nezindaba ezidaza inkani kanye neziqeshana amaphephandaba.
- Khombisa inhlonipho ngokusebenzisa amagama athile lapho ubhala umbhalo ofana nenkulumo-mpendulwano, i-inthavyu, njll.
- Sebenzisa izinsiza kanye nezichazamazwi ukukhetha ulwazimagama olunembayo.

Irejista, isitayela kanye nezwi

- Sebenzisa irejista emiselwe imigomo noma engamiselwe migomo, isib. Ukusebenzisa isitayela sengxoxo engamiselwe migomo kanye nomuntu okhulumayo encwadini yobungani, ulimi olufanele/olusemthethweni lapho kubhalwa incwadi esemthethweni
- Sebenzisa ulimi olunencazelo egudliselayo (izifengqo, izisho nezaga), iphimbo, umoya noma ulimi oluhlekisayo ngendlela efanele.
- Khuluma ubhekise ngqo kofundayo.
- Khombisa uthando lwento okhuluma ngayo (umyalezo).
- Sebenzisa imibono eyehlukahlukene.

Ukwakhiwa kwemisho

- Bhala izinhlobo ezehlukene zemisho (ngokwenhloso) kanye nemisho eyehlukahlukene ngobude.
- Sebenzisa izingcezu zenkulumo ngendlela efanele.
- Sebenzisa umenzi, isenzo, umenziwa, izinkathi zesenzo, izindlela zesenzo, ukuphika, izinsizasenzo, imisho lapho omenziwa beba yizinhloko zemisho kanye nemisho lapho omenziwa beba yizinhloko zemisho, inkulumo-ngqo kanye nemisho ewumbiko.
- Sebenzisa amagama okubuza afana nalawa: kungani, nini, kanjani, ini, njll.
- Sebenzisa izinhlobo ezehlukene zemisho: imisho eyizitatimende, imisho eyimibuzo, imisho eqondile, imisho embaxa kanye nemisho emagatshagatsha.
- Sebenzisa izihlanganiso, izabizwana, izandiso kanye nezenzo ukwenza imisho ixhumane kahle.
- Sebenzisa izinhlobo zesabizwana ezehlukene ukukhombisa ukugcizelela, inhloso kanye nokususa amagama angadingekile.
- Sebenzisa/landelanisa kahle amagama emishweni ukukhombisa ugqozi kanye nokugcizelela.
- Sebenzisa izivumelwano ngokuyikho/kahle.

Ukubhala izigaba

- Bhala izinhlobo zezigaba ezehlukene: umusho owumongo, imisho eyesekelayo kanye nemibono ewumongo, isingeniso esihehayo, umzimba kanye nesiphetho kanye nomusho osongayo.
- Bhala izinhlobo ezehlukene zezigaba nemibhalo usebenzisa izimpawu noma amazwi kanye namabinzana afana nalawa:
  - Ukulandelanisa ngezinombolo: okokuqala, okwesibili, okwesithathu, ngaphambi, ngemuva, ngenkathi, ngemuva kwesikhathi, kuze, ekugcineni, kulandele, kungekudala, ngaphambilini, ngemuva kwalokho, njll.
  - Ukunikeza incazelo/isisusa nomphumela: ngakho-ke, ngenxa yalokho, ngoba, ngaleso sizathu, nakuba, kubangelwa ukuthi, ekugcineni, ngakho, kuchaza ukuthi, uma … ngakho-ke, njll.
  - Inqubo: okokuqala, okwesibili, okwesithathu, njll.
  - Ukuqhathanisa/ukuqophisana: fana, ncane kuna…, khulu kuna…, ngakolunye uhlangothi, kodwa, njll.
  - Ukulandelana ngokubaluleka: njalo, ekugcineni, njll.
  - Ukulandelanisa ngokwendawo: ngaphezulu, ngezansi, ngakwesokunxele, ngakwesokudla, njll.
  - Ukubhala okuvamile: ngokwejwayelekile, ekugcineni.
  - Isigaba esikhomba ukukhetha uhkangothi: ngokwami ukubona, umbono wami, ngokucabanga kwami, ngokwami ukuqonda, ngicabanga ukuthi, ngicabanga ngakho, ngikholwa ukuthi..., kubukeka sengathi, ngikhetha uku..., ngithanda uku..., angithandi uku..., ngethemba uku..., ngizwa, njll.

- Isigaba esehlukanisayo: uhlobo olu, lungehlukaniswa ka..., kungena ngaphansi, kuyingxenye ye..., kungena nga..., kuhlanganiswe ne..., kuhlobene ne..., kusondelene ne, njll.

- Isigaba esichazayo: phezulu, ngaphansi, eceleni, eduze, enyakatho, empumalanga, eningizimu, entshonalanga, usayizi, umbala, umumo, ubude, ukuvuleka, isisindo, kufana na…, njll. Isigaba esihlaziyayo: kuhle/kubi, kulungile/akulungile, kwamukelekile/akwamukelekile, kubalulekile/akubalulekile, kukhomba, ncoma, aluleka, phikisana, njll.

- Isigaba esinikeza incazelo: isigaba esichaza umbono ngale kokuchema.

- Isigaba esisongayo: ukuphetha, ukusonga, ngmafuphi, njengoba ubona, njll.

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
AMA-ESEYI	
Indaba elandisyao	Imibhalo elandisayo yethula izehlakalo/izigameko ngokulandelana kwazo. Lokhu okulandelayo kuyizimpawu zendaba elandisayo: • Ukubhala indaba/isigameko esedlule/indaba eqanjiwe • Ukulandisa indaba ekholekayo • Kujwayeleke ukuthi kusetshenziswe inkathi edlule • Kusetshenziswa isingeniso esihehayo • Ukubheka kafuphi iphuzu olethulile • Ukusebenzisa isiphetho esingajwayelekile nesimnandi • Ukusebenzisa isitayela esizogcina indaba imnandi, ubuciko kanye nesenzeko • Gqamisa imininingwane ethinta imizwa • Ukusebenzisa izinto ezichazayo
Indaba echazayo	Ukuchaza kusetshenziswa kakhulu ukwakha isimo; amafilimu akwenza lokhu ngokuwabuka; ababhali bakwenza ngokusebenzisa amagama, lapho ukukhethwa kwamagama kuhambisana nencazelo egudliselayo kunokusebenzisa incazelo eqondile. • Ukuchaza umuntu othile/into ethile ukwenzela umfundi ukuthi acaciseleke kahle • Ukwakha isithombe usebenzisa amagama • Ukukhetha amagama kanye nemishwana kahle ukuze kufezeke umthelela obuhlosiwe • Ukusebenzisa imifanekisomqondo obonakalayo, ozwakalayo, onambithekayo kanye nothintekayo • Ukusebenzisa izimo zokukhuluma

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
Indaba edaza inkani	Indaba edaza inkani yethula uhlangothi oluphikisana noma oluhambisana nesihloko ('kungani ngikholelwa ukuthi amadoda anamandla ukwedlula abesifazane'). • Indaba edaza inkani ihambisana nendlela obona ngayo izinto; indlela ovikela ngayo umbono wakho noma ohlaba ngakhona ongahambisani nacho kuhleleke kahle; kodwa kuba uhlangothi olulodwa, isiphethi sicacisa bha ukuthi umbhali ungakuluphi uhlangothi noma umi kuphi futhi kungani. - Veza umbono othile bese udaza inkani uzama ukuwuvikela noma uveze ukuthi kungani uthathe lolo hlangothi - Gcina umbono wakho ucacile kuze kube sekugcineni - Zama ukwenza umfundi ukuthi abeke owakhe umbono ngokungachemi ebheka indlela abona ngayo - Qalisa ngombono wombhali ngesihloko ngendlela ethatha amehlo - Beka amaphuzu amaningi ahlukene ukusekela kanye nokugcizelela umbono wakho - Gxila kumaphuzu ahambisana nesitatimende noma aphikisana naso - Yethula imibono iqinile ngendlela obona ngayo - Sebenzisa izindlela ezahlukene zobuciko kanye namasu akhomba ukukhohlisa - Sebenzisa ulimi oluthinta amazwi - Phetha ngesitatimende esiqinile, esicacile nesingenza babheke ngendlela obona ngayo njengombhali.
Indaba eqhathanisayo	Indaba eqhathanisayo ibheka izinhlangothi ezimbili ngokulingana; isakhiwo sihlelwa kahle futhi sicacile; imvamisa kusuke kungezukuveza indlela obona ngayo izinto, kepha umbhali angaveza uvo lwakhe; nakuba ulimi oluthinta imizwa lungaetshenziswa, , uhlangothi olugcina luphumelele yilolo olunamaphuzu aphusile. Isiphethi sishiya umfundi engenakho ukungabaza ukuthi umbhali ungakuliphi uhlangothi. • Inhloso kuwubeka amaphuzu ngokulingana nhlangothi zombili kungachemiwe • Ukubhekelela zonke izinto ezithinta isihloko okukhulunywa ngaso • Ukubeka amaphuzu aphikisayo ngokungakhethi • Ukubeka ngokulinganayo zombili izinhlangothi, oluphikayo kanye noluvumayo • Umbhalo kumele ucace, ulandeleke, unganciki ohlangothini oluthile • Kwakhiwe izitatimende eziphisile futhi ezisekelekayo • Usebenzisa ithoni engahambisani nemizwa kanye neyenza babuke ngendlela obona ngayo ungakhombisanga ukuzazi • Phetha ngokuveza umbono othile
Indaba ejeqeza emuva/ eningayo	Indaba ejeqeza emuva yethula imibono yombhali, imicabango kanye nemizwa ngesihloko esithile, kuvamise ukuba yinto esondelene kakhulu nemizwa yakhe. Kuvamise ukuba yinto emthinta ngqo kunokuba aveze indlela abona ngayo; kudingeka isakhiwo esihleleke kahle, nakuba kungeke kwaphoqeleka ukuba kube nesiphetho esicacile. Futhi akuphoqelekile ukuba kuvezwe izinhlangothi ezimbili, nakuba kungenzeka. Kungaba kuwukuhlekisa noma kuba okubalulekile impela. • Cabangisisa isu • Ukwethula okukuwe ngaphakathi kanye nemizwa yakho • Bheka ngokungachemi lapho ingaphakathi lakho kanye nemizwa kudlala indima enkulu • Yenza imizamo yokuphinda wenze umfundi abuke noma abe nemizwa efana nombhali. • Yethula imibono, imicabango noma imizwa ngokweqiniso kanye nokuzimbandakanya.
Indaba eyethula amaqiso (eyokuzinothisa ngolwazi)	• Ukwethaula imibono noma ulwazi ngendlela elandelekayo • Ukuchaza imibono noma ukunikeza amaqiniso ngendlela ehlelekile • Yenza ucwaningo ngombono kanye nokusekela ngamaqiniso nezibalo • Cacisa izihloko ezingajwayelekile • Hlela kahle ngokusukelwa kokwaziwa umfundi kuye kangwazi • Bhala usebenzise inkathi yamanje.

<table>
<tr><th colspan="2">IZINHLOBO ZAMATHEKISTHI ABHALWAYO</th></tr>
<tr><th colspan="2">Amathekisthi adlulisa umyalezo</th></tr>
<tr><td>Incwadi yomsebenzi/ yobungane</td><td>Nakuba isikhala sokubhalwa kwencwadi yobungane/yomsebenzi sesathathwa ezokuxhumana zesimanje okubalwa ama-emeyili, izihlanzandaba kanye noma-sms, kepha abafundi kusamele bafundiswe ukubhalwa kwencwadi. Izincwadi zingehluka kusuka kwezejwayelekile, ebhalelwa isihlobo kanye nomngani kanye neziya ephephandabeni, ukubalwa ezimbalwa.

Abafundi kumele babhle izincwadi zangempela bazithumele, uma kwenzeka bangalinda nezimpendulo. Izincwadi ezidinga ulwazi oluthile ngomkhiqizo, amanyuvesi, ezokuvakasha noma ngimsebenzi othile zingaba nezimpendulo ezitholakalayo. ukubaluleka kwencwadi yomsebenzi kungaba nomphumela obonakalayo.

• Ukulolongwa ngokubhala izinhlobo ezahlukene zencwadi yomsebenzi, isibonelo. Incwadi yokucela umsebenzi, incwadi eya kuMhleli wephephandaba, incwadi yekukhalaza, njll.
• Ukubhekelela ukuhambisana nezinhlobo ezahlukene zencwadi yomsebenzi njengokubhaka isitayela kanye nesakhiwo
• Bhala ngolimi oluqondile nolusobala
• Kumele ukhumbule ukuthi labo obabhalelayo kumele bezwe ukuthi ubufuna ukuthini ukuze bakwazi ukukuphendula
• Umbhalo kumele uqonde ngqo futhi ube sobala ulandeleke
• Kumele ube nesingeniso, umzimba kanye nesiphetho
• Uba namakheli amabili, elobhalayo kanye nelalelo obhalelwayo
• Kuba nesibingelelo emva kwekheli lesibili
• Kuba nesihloko emva kwesibingelelo
• Kusetshenziswa irejista ebekelwe imigomo
• Uphetha ngozithoba kulandelwa yisibongo kanye namagama aphelele/izinhlamvu zokuqala zamagama ombhali</td></tr>
<tr><td>Incwadi yobungane/ yobuhlobo</td><td>Nakuba isikhala sokubhalwa kwencwadi yobungane/yomsebenzi sesathathwa ezokuxhumana zesimanje okubalwa ama-emeyili, izihlanzandaba kanye noma-sms, kepha abafundi kusamele bafundiswe ukubhalwa kwencwadi. Izincwadi zingehluka kusuka kwezejwayelekile, ebhalelwa isihlobo kanye nomngani kanye neziya

ephephandabeni, ukubalwa ezimbalwa.

• Ubhalela abantu osondelene nabo, isib. Abangane noma izihlobo
• Ubhalela ukudlulisa imizwa yakho, isib. Ukubongela, ukuzwelana, ukuxwayisa
• Usebenzisa ulimi olukhululekile kanye nerejista nesitayela
• Ubhala ukhombisa impilo kanye nolimi olulula
• Ubhala ngokuhleleka ulandelanisa kanye nokunamathela kokuqondiwe
• Kuba nesingeniso, umzimba kanye nesiphetho
• Kuba nekheli elilodwa lombhali, usuku
• Kuba nesibingelelo esikhombisa ubuhlobo
• Isiphetho siveza ubuhlobo bese kuba negama lobhalile.</td></tr>
</table>

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
i-ajenda kanye namaminithi omhlangano	Ukubhala indabambiko, i-ajenda kanye namaminithi kungaba into ebalulekile uma kwenziwe ngendlela. Indlela yokukwenza kube lula ukuthi abafundi babukiswe ividiyo eqoshiwe lapho kunomhlangnano. Noma babe yingxenye yomhlangano othile bese benziwa ukuba babhale amaminithi alowo mhlangano. Bese bekhanda i-ajenda. Emva kwalokho bese beqhathanisa eyabo kanye naleyo yangempela yalowo mhlangano. Ngalwe kwalokho kumele abafundi bafundiswe into okumele bayicabange nje. Yakha i-ajenda yekomiti oziqambele lona, bese uyalela abafundi ukuba ababhale amaminithi abacanga angahambisana naleyo ajenda. Qaphela ukuthi banamathela kwi-ajenda. • Chaza kafushane ukuthi yini ezobe idingidwa kulo mhlangano • Thumela kubantu abazoba ingxenye yalo mhlangano ngaphambi kokuba beze emhlanganweni • Kujwayeleke ukuba kube uSihlalo kanye noNobhala abahlela umhlangano, okuyibona aba… - Ukubheka amaminithi angomhlangano odlule ukuthi azikho yini ezivukayo - Ukwakha uhlu lwezinto ezizodingeka emhlanganweni kanye nokuzoxoxwa ngakho - Ukuhlela izinto ngokubaluleka kwazo ngaphambi komhlangano - Ukubheka ukuthi iphuzu ngalinye lizothatha isikhathi esingakanani
Amaminithi	• Ukurekhoda lokho okwenzeka emhlanganweni • Ukwamukela ukuthi amaminithi alungile futhi ayiqiniso. Ngakho-ke konke okutholakala kulwao maminithi kuba isibopho kuwo wonke umuntu. • Ukubheka lokhu okulandelayo: - Igama lenhlangano - Usuku; indawo kanye nesikhathi okwakubanjwe ngaso umhlangano; - Irejista yababekhona; • Ucaphuna izinqumo njengoba zinjalo • Ukufingqa iziphakamiso okugcina kuvunyelwene ngazo. • Kubhalwa ngenkathi edlule • Akubhalwa okungadingekile njengamahlaya • Kuba semthethweni uma sekusayiniwe kwabhalwa usuku okufundwe ngalo kwavunyelwana ukuthi alungile emhlanganweni olandelayo..
Inkulumo	• Qala ubuye uthathe isitayela ozosisebenzisa, kuphi, nini, kungani (inhloso) kanye nokuthi kungani • Indlela yokuvula iheha abalaleli • Hlela amaphuzu kahle zama ukugwema ukuphindaphinda into eyodwa • Usebenzise iphimbo eyehlukene (kanye namaphuzu) kepha ukugcine ukuzwakala. • Sebenzisa imisho emifushane enemibono esobala, usebenzise nezibonelo ezejwayelekile • Linganisa ukugxeka ngokusebenzisa ezinye izindlela okungaxazululwa ngayo • Bheka isiphetho esihlabahlosile, shiya izethameli zicabanga • Sebenzisa izinsiza ezibonwayo noma ezithintekayo kodwa akube uqalise ngamagama • Ukusebenzisa amanothi akuphoqekile • Sebenzisa ulimi olukhombisa ukuvthwa ngomqondo kanye nokubhekelela amagugu

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
i-imeyili/ne- sms	Ukwazisa kanye nokugcina ubudlelwano Ikheli lobhalelwayo – isikhathi esiningi liye lakhiwe kususela egameni lakhe, igama lewebhusayidi, kanye nokuthi ley webhusayidi itholakala kuphi nezwe. isibonelo, moloiq *(igama)* @ webmail. (iseva) za *(izwe)*. *Moloi.q@webmail.co.za* • CC: lokhu kungaba okwalona othunyelelwa i- email. • isihloko: Lapha kufingqwa ngesihloko okuzokhunywa ngaso. • umbiko • igama lalona othumele umbiko. Qaphela: ikheli lalo othumela umbiko lizivelela lona kulona othunyelwelwa umbiko. Othumelayo angaveza eminye imininingwane uma ethanda ngasekugcineni. Lokhu kubizwa ngokuthi isignisha
Inhlolokhono	• Kubuzwa imibuzo kulowo ohlolwayo • Kwethula uhlangothi lalo ohlolwayo oluhle kanye nalolo olungeluhle kanye namathalente anawo, njll. • Ukunikeza igama lesikhulumi ngasohlangothini lwesinxele lwekhasi • Ukusebenzisa ikholoni emva kwegama lesikhulumi • Ukusebenzisa umugqa omusha kuleso sikhulumi esisha.
Umbiko (omiselwe imigomo nongamiselwe mgomo)	Umbiko ungumqulu obalulekile kanti usebenza kangcono uma abafundi bezoboniswa obekucwaningwa okuyiqinisso futhi kungokwangempela. Ayikho into embi ukwedlula ukubhala umbiko ngento engekho, noma ngesihloko esingenayo intshisekelo kumbhali. • Nikeza okuyikon ngempela ngaleso simo, isibonelo njengengozi nokutholakele • Bheka isihloko, isingeniso (ulwazi lwangaphambili, inhloso kanye nokuthi kuzokhulunywa ngani), umzimba (Ubani? Kuphi? Nini? Yini? Kanjani?), isiphetho, iziphakamiso, amareferensi nama-phendiksi • Uhlelo: qoqa kanye nokuhlela ulwazi; bhala amaqiniso • Sebenzisa ulimi olusemthethweni noluqondile, irejist kanye nesitayela • Sebenzisa - Inkathi yamanje (ngaphandle kombiko okhuluma ngomlando) - Amabizo ajwayelekile - Kubhalwa kube ngumuntu wesithathu - Ukuchaza amaqiniso - Amagama kanye nezigejana zamagama eziqondene nalokho okhuluma ngakho Ulimi olusemthethweni nolungancengi
Ikharikhulamu vithaye (CV)	Njangoba abantu abaningi kulezi zinsuku basebenzisa ithempulethi ukugcwalisa, kungakuhle ukuthola ukuthi iyiphi ithempulethi engcono kunamanye, nanokuthi singayenza kanjani ihambisane nesimo sethu bese siyigcwalisa. Kubalulekile ukuthi iCV kumele ibheke isimo esithile, isibonelo iCV ebhalelwe ukucela umsebenzi othile. Kumele ibhalwe iqondane ngqo nalolo hlobo lomsebenzi. • Ukuzethula ngokusebenzisa umqulu emhlabeni • Ukuzethula ngokugcwele, kanye nokuzithengisa • Yethula ngokucacile ulwazi, kanye nokungankanti • Bhala ubhekise kuleso sikhala somsebenzi ofaka kuwo isicelo. • Nikeza: - Imininingwane yakho - Amazing emfundo - Imisebenzi osuke wayenza (uma kufanelekile) - Abantu okuqinisekiswa kubo okubhalile

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
Ukubhalwa kwedayari	• Idayari iveza izehlakala zansuku zonke • Yethula ukuhlaziya okwenzekile okwenziwa umbhali usuku nosuku • Umbhali ubhala ngendlela abona ngayo. • Umbhali kuba ngumuntu wokuqala okhulumayo • Ulimi olukhethiwe kuba olusobala nolulula • Ithoni obhala ngayo ihambisana nalokho okubhalayo noma okhuluma ngakho
Ukunikeza inkomba	• Ukunikeza indlela ukuze usize umuntu ukuthi uyaphi Sebenzisa indlela ebalulekile kakhulu • Kuye kubhekiswe kumuntu wesibili okukhulunywa naye. Umuntu wesibili wenza kube khona ukuxoxisana phakathi kwakhe kanye nalo nesikhulumi • Ungakholwa yilokhu uma uyalela indlela: - Ungankanti futhi beka ngokucacile - Inkomba ayihleleke ngokulandelana - Kanikisa ubude bebanga - Kanekisa isibalo semigwaqo azoyedlula ngaphambi kokuba afike lapho eya khona. - Nikeza izinto eziyizinkomba ezitholakala endleleni - Sebenzisa amagama ukuchaza indawo akuyona - Sebenzisa amagama ukuchaza indlela
Ukunikeza umyalelo	Ukuchaza ukuthi ithuluzi lisetshenziswa kanjani noma ukulungisa ukudla, ukulungisa obekulimele/kwephukile, njll. • Chaza **ukusebenza** kwaleyo nto okukhulunywa ngayo, ukulungisa ukudla, ukukhanda okwephukile/okonakele, njll. • Hlela bese uyalungiselela: (bheka izimpawu zokubhala) - Yazi isimo/izimo kanye nomphumela wokunikeza umyalelo/ukukanekisa/ukulingisa kungenziwa - Bhekisisa kahle, ukulunga kanye nokulandelana kwemiyalelo - Sebenzisa amabhukwana achazayo, anikeza umyalelo kanye nokwenza okuthile. - Qaphela ulwazimagama, uhlelo, izigejana zamagama kanye nolimi olungasetshenziswa oluhambisana nalokho • Kuyethulwa
Isikhangisi	• Ukugcina umfundi ehehekile- ukuqinisekisa ukuthi amagama okuyiwona abalulekile aba sobala • Yakha ilukuluku lokufisa ukuthenga lo mkhiqizo noma ukuwusebenzisa. • Yenza umfundi ukuthi aphume ayowuthenga lo mkhiqizo/asebenzise umkhiqizo. • Ungaqaphela lokhu uma udizayina: - Obani okubhekiswe kubo lesi sikhangisi - Sizokhishwa kuphi lesi sikhangisi (ephephandabeni/ephephabhukwini/ezinhlweni zomsakazo?) - Sxhusani isikhangisi? - Ukuhleleka kanye nobungako befonti - Indlela izinto ezibhekwe ngayo kanye nokuthi bungaki ubuqiniso uma ubauqhathanisa nombono - Ukubaluleka kokusebenzisa imibala - Ukubheka indlela ulimi olusetshenziswe ngayo (olukhohlisayo, olunothile, ukuphindaphinda, imibuzo mbumbulu)

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
Amaphosta/iziqeshana zokukhangisa	• Ingathatha izimo ezingefani • Isebenzisa kakhulu iziqubulo kanye namalogo • Ivamise ukuba nokusamdwebo • Isebenzisa amasu okukhangisa • Isebenzisa idizayini ukwenza isikhangisi sibukeke futhi singakhohlakali • Kusetshenziswa ukufengqa kanye nolunkondlozisayo ukuze kube nomphumela • Akha ulimi oluzokhumbuleka, isibonelo. Izingathekiso, izifaniso, imvumelwano, isigqi
Ukugcwalisa ifomu	• Ukugcwalisa ifomu kuba nezizathu ezahlukene, isibonelo. Ukucela isikhala somsebenzi, ukungenela umncintiswano, ukucela ukubika ukuthi uzobe ungekho emsebenzini • Ukunikeza ulwazi olungadingwa isikhungo esithile ngokugcwalisa ifomu. • Yisho okudingekayo kulandelwe ikholoni, isibonelo Isibongo:
Umlando ngomufi	Ukukwazisa abanye ngomufi: • Amagama akhe aphelele, indawo azalelwe kuyo, uhlala kuphi, usuku azalwe ngalo, usuku adlule ngalo emhlabeni, abashiyile kanye namagama abo, isikhathi, usuku, indawo lapho ezofihlwa khona, ukuchaza kafushane ngomufi, njll. • Nalokhu okulandelayo kungafakwa: isizathu sokushona kwakhe, ulwazi ngomlando wakhe, ulwazi ngenkonzo yesikhumbuzo
Isivumelwano sokuzibophezela	Isivumelwano esiba phakathi kwabantu ababili noma ngaphezulu. Inhloso yokungena kulesi sivumelwano kuwukuzibophezela. Lesi sivumelwano singenziwa okukhulunywayo (kuyanconywa ukuthi isivumelwani senziwe okukhulunywayo noma sibhalwe phansi ukuze kubonakale umonakalo kanye nokulapheka ngokufanele) Izinto ezidingeka kule sivumelwano: • Amagama (awabantu abangena kulesi sivumelwano kanye nelikafakazi) • Izivumelwano (okuqukethwe yilesi sivumelwano- ukumbandakanya okumele kwenziwe kanye nemali uma iyingxenye yalesi sivumelwano) • Ukusayina (bonke abathintekayo) • Usuku kanye nendawo (kukuphi lapho nenze khona lesi sivumelwano futhi nisenze nini)
incwadi yefa/ithestamente (ukwabiwa kwefa)	Incwadi yokwabiwa kwefa iveza ukuthi izinto zomfufi zikwabiwa kanjani. Incwadi yokwabiwa kwamafa yenza isiqiniseko sokuthi izifiso zomufi ziyagcinwa uma eseshonile. Incwadi yokwabiwa kwamafa kumele idazane ibuyezwa futhi igcinwe endaweni ephephile. Kumele ibe nalokhu okulandelayo: • Igama lomnikazi wencwadi yokwabiwa kwefa • Usuku okwenziwe ngalo le ncwadi • Imali, izindlu kanye nokunye obekungokwakhe • Okumele bazuze/babelwe • Ozokwaba (umngane, ilunga lomndeni, ummeli)

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
Umthethosisekelo kanye nenqubo	Uhlu lwemigomo ebekiwe okumele lulandelwe yinhlangano, amazwe ahlukene, umasingcwabisane, inhlangano yentsha, isitokofela, iqembu lebhola. • Imithetho kumele kube nokuvumelana kubantu ababandakanyekayo • Imithetho iyabophezelana • ingachitshiyelwa • isakhiwo singafaka igama lenhlangano noma isikhungo, ubulungu, okumele kulandelwe, usuku okwavunyelwana ngalo, ukusayina, njll.
IMIBHALO YOBUCIKO NEMIBHALO YABEZINDABA	
Ukubhala ngawe/ukuxoxa ngawe	Ukuxoxa ngokuzuzile empilweni Ukufunda indlela mafuphi: ukuhlela inkundla noma ukwakha isimo okuzobhekwa kuso, isibonelo. *Kwakuyisikhathi samahloidi okuvalwa kwezikole* Ukulandelana kwezigameko njengokwenzeka kwazo, isibonelo. *Ngahamba ngaya kuSIpho...kwase....* Eminye imininingwane eyengeziwe ngezezahlakalo, isibonelo *wamangala uma engibona.* Ukuphinda ufunde indlela ngamafuphi – isitatimende sokuphetha esingenaba, isibonelo. *Ngiyathemba ukuthi ngingachitha isikhathi eside noSipho. bekumnandi...* Ivamise ukubhalwa ngenkathi edlule Kuxoxwa kube sengathi umuntu wokuqala noma wethathu okhulumayo Kungasebenziswa amagama axhumanisa ingxoxo, isibonelo. Okokuqala, kwase, okulandelayo, emva kwalokho, ngaphambi kwalokho, ekugcineni, kusenjalo Kuyaye kubhekiswe kumuntu oyedwa noma eqoqweni Ingasebenzisa isitayela esingabekelwe mgomo
Inkulumompendulwano	• ibheka ingxoxo yabantu ababili noma ngaphezulu • Ubhala inkulumo yezikhulumi njengoba injalo. • Ubhala amagama abalingiswa ngasesandleni sobunxele • Sebenzisa ikholoni emva kokubhala igama labalingiswa • Inkulumo yomlingiswa olandelayo ayiqale emgqeni omusha • Ukuyalela ukuthi abalingiswa kumele bayethule kanjani inkulumo yabo ngokusebenzisa inkulumo ekubakaki • Yendlalela ngokubhala isimo esisendabeni
Isibuyekezo	Isibuyekezo sivamise ukulandela indlela ethile. Akuphoqelekile ukuthi zithinte izingxenye ezithile zencwadi, ifilimu noma i-CD. Ngokujwayelekile, ababuyekezayo bayaye babheke ukuthi yini le abayibuyekezayo, ubani othintekayo bese kuthi emva kwalokho bese beyabuyekeza. Ababuyekezi abalungile abachemi futhi baba nokwethembeka; ababuyekezi abangathembekile bayaye basebenzise imizwa yabo.ukuba namancoko akuyona into ejwayelekile uma kubuyekezwa: kwabanye ababuyekezi kuba into abaziwa ngayo. Yethula umsebenzi osuyekeziwe othinta iminxa eyehlukene yempilo ukuze abafundi babone ukuthi lo mbhalo wehlukene kanjani. • Ukbheka izimpendulo zomuntu ngayedwana ngomsebenzi wobuciko, ifilimu, incwadi, umcimbi, njll. • Ukubeka isinqumo sakhe ngomsebenzi obuwethulwa • Umfundi wesibuyekezo kungenzeka angavumelani nalo obebuyekeza • Ukubuyekeza kungahambisana nokuthi umuntu ubona kanjani. Abantu ababili ababuyekezayo bangabuyekeza umbhalo eyodwa ngendlela engafani • Ukunikeza amaqiniso, isibonelo, igama lombhali/uprojusa/ama-athisti, igama lencwadi/umsebenzi, igama lephablisha/inkampani ekhiqizayo, kanye nentengo (lapho kudingeka khona) kubalulekile.

IZINHLOBO ZAMATHEKISTHI ABHALWAYO	
Umbhalo wobunkondlo	• Bhala ngezinto ozibonile kanye nalezo ohlangabezana nazo empilweni - Abantu - Imvelo - Ezokuhlalisana kwabantu - Ezobuchwepheshe, njll. • Landela isakhiwo - Isihloko - Amavesi • Sebenzisa ulimi lobunkondlo • Vumela inkululeko yokunkondloza, isib. ungazinaki izimpawu zokuloba noma izakhiwo zolimi
Isiqeshana sephephandaba	• Yethula amaphuzu kafuphi kodwa ashaye emhlolweni. • Zama ukusho okushoyo ngale kokucashela ofundayo. • Fingqa kahle, ngaphandle kokuguqula iqiniso. • Nikeza isihloko esifushane ubuye wengeze ngesihlokwana esicashile. • Qala ngamaphuzu abaluleke kakhulu: ubani, ini, kanjani, nini, kuphi, kungani nokuthi kangakanani
Isiqeshana sephephabhuku	Ngokuvamile ku-athikhili yephephabhuku ukuthanda nokuzonda kanye nendlela yokuphila yombhali yikhona okugqamile. Lokhu kumele kukhuthazwe kubafundi. Abafundi kumele futhi babhale ama-athikhili amaphephabhuku angempela mayelana nanoma yini abayibona ibalulekile kanye neziqeshana ahlekisayo lapho kugconwa, kugxekwa, kuhlekiswa, noma ngasiphi isihloko. Ama-athikhili amaningi afundwa ngabafundi angawalolu hlobo. I-intanethi igcwele ama-athikhili futhi njengoba isitayela sawo kanye nokuqukethwe akwehlukile kulawo abhalwayo, kubalulekile ukuwahlaziya, ikakhulukazi njengoba evela kumabhlogi, okuyindlela yokubhala eseyemukelekile. Uma abafundi benamabhlogi abo (ephepheni, noma kungangabazisi ukuthi abafundi asebevele benamabhlogi) banikeza okuqukethwe okubhaliwe, behlanganisa ngokucophelela ugqozi lwalabo abafundayo, kuba seduze kokuqukethwe kanye nokufaneleka kwephimbo. Gcina lokhu okulandelayo emqondweni: • Isihloko kumele sihehe. • Sebenzisa isitayela lapho obhalile ekhuluma ngqo nofundayo - Kungabhalwa ngesitayela esichazayo futhi sibe nolimi olunencazelo ecashile, oluthandwa ngabafundi. - Amagama, izindawo, izikhathi, isimo kanye neminye imininingwane engafakwa ku-athikhili. - I-athikhili kumele yakhe intshisekelo (njengesikhangiso) futhi ikhuthaze umfundi ukuba ayifunde. - Izigaba kumele zingabi zinde kakhulu futhi kumele zikhuthaze ukufundwa kwe-athikhili. - Ifonti yombhalo kumele igqame futhi ihehe.
Umlando ogcinwe ngezithombe (zikamabonakude)	• Imininingwane yophenyo lwalokho okukhulunywa ngakho, isib. iqhawe (kwezemidlalo, ezemfundo, kwezenkolo) kanye nombiko walokho okutholakele. • Lokhu kungambandakanya izinto eziyohlala zikhunjulwa kanye nezinselelo ezabhekana nalowo owabe enza uphenyo ngaphambi kokuthi afinyelele esiphethweni socwaningo. • Amagama, izindawo, izikhathi, isimo kanye neminye imininingwane engafakwa kulo mlando ophenywayo. • Qala ngamaphuzu abaluleke kakhulu: ubani, ini, kanjani, nini, kuphi, kungani nokuthi kangakanani.

UBUDE BEMIBHALO OLIMINI LWASEKHAYA (OKUMELE UKHIQIZWE ABAFUNDI)			
UMSEBENZI	**IBANGA LE-7**	**IBANGA LESI-8**	**IBANGA LESI-9**
Isigaba • Amagama • Imisho	Amagama ayi-100 kuya kwayi-110 Imisho eyisi-7 kuya kweyi-9 Izigaba ezi-3 kuya kweziyisi-5	Amgama ayi-110 kuya kwayi-120 Imisho eyisi-7 kuya kweyi-10 Izigaba ezi-4 kuya kweziyisi-7	Amagama ayi-120 kuya kwayi-140 Imisho eyisi-8 kuya kweyi-10 Izigaba ezi-4 kuya kweziyisi-8
Izindaba/ama-eseyi	Amagama ayi-130 kuya kwangama-180 Izigaba ezi-3 kuya kweziyisi-5	Amagama angama-180 kuya kwangama-210 Izigaba ezi-4 kuya kweziyisi-7	Amagama angama-210 kuya kwangama-250 Izigaba ezi-4 kuya kweziyisi-8
Izinkondlo	Amavesi ama-2	Amavesi ama-2 kuya kwama-3	Amavesi ama-3 kuya kwayisi-6
Izindaba ezimfushane kanye nobuciko bomlomo	Ikhasi+/izigaba eziyisi-6	Amakhasi amabili +/izigaba eziyi-10	Amakhasi amathathu+/izigaba ezingama-20
Inkulumo-mpendulwano (umdlalo onkundlalnye)	Ikhasi	Amakhasi ama-2	Amakhasi ama-3
Imibhalo emide edlulisa imiyalezo, isib, izicwadi	Amgama ayi-110 kuya kwayi-120	Amgama ayi-120 kuya kwayi-140	Amgama ayi-140 kuya kwayi-160
Imibhalo emifushane	Amagama angama-70 kuya kwangama-80	Amagama angama-80 kuya kwayi-90	Amagama ayi-90 kuya kwayi-100
Ukufingqa	Amagama angama-40 kuya kwangama-50 umbhalo ongamagama angama-220	Amagama angama-50 kuya kwangama-60 umbhalo ongamagama angama-240	Amagama angama-50 kuya kwanga-60 umbhalo ongamagama angama-260

UBUDE BEMIBHALO OLIMINI LWASEKHAYA (UKUZE ABAFUNDI BABUGCINE)			
UMSEBENZI	**IBANGA LESI-7**	**IBANGA LESI-8**	**IBANGALESI- 9**
Isifundo sokulalelela ukuqondisisa umbhalo ende, isib. indaba, i-inthavyu, imidlalo emifushane, imibiko yabezindaba	Amagama ayi-140 kuya kwangama-180/ kufika emizuzwini emihlanu	Amagama angama-180 kuya kwangama-200/kufika emizuzini emihlanu	Amagama angama-200 kuya kwangama-220/kufika emizuzwini emihlanu
Isifundo sokulalelela ukuqondisisa umbhalo esifushane, isib. izimemezelo, imibhalo equkethe ulwazi, imiyalelo, izinkombandlela, njll.	Amagama angama-50 kuya kwangama-60/ umzuzu kuya kwemibili	Amagama angama-60 kuya kwangama-70/ umzuzu kuya kwemibili	Amagama angama-70 kuya kwayi-90/ umzuzu kuya kwemibili
Indatshana efundwayo/umbhalo wokufundela ukufunda ngokuqaphelisisa	Amagama ayi-130 kuya kwangama-180	Amagama angama-180 kuya kwangama-230	Amagama angama-230 kuya kwangama-280

Ubude bombhalo wokuzifundela abunqunyiwe njengoba kuya nohlobo lombhalo, ubunzima bolimi kanye nezinga labafundi lokufunda.

3.1.4 Izimiso nezakhiwo zolimi

Izakhiwo zolimi nezimiso zithathelwa emithethweni eyengamele ukusetshenziswa kwezimpawu zokuloba, osonhlamvukazi, izinhlamvu, imisindo, amagama, imisho kanye nezigaba emsebenzini okhulunywayo nobhalwayo. Lemithetho ifaka upelomagama, ukuphinyiswa kwamagama, ukusetshenziswa kolimi, ukuqikelela ulimi olucubungulayo, njll.

Amakhono okulalela, ukukhuluma, ukufunda nokubhala ngeke kubesesimweni sokwenzeka ngaphandle kokukusebenzisa. Abafundi baphinde badinage ulwazimagama olubanzi, okungenye yezinto ezibaluleke kakhulu ezenza umuntu akwazi ukuxhumana nabanye kahle. Ulwazimagama olunzulu ludingekile kuwona wonke amakhono olimi, ikakhulukazi ukufunda kanye nokubhala. Indlela ebaluleke kubafundi ukuthuthukisa ukusetshenziswa kolimi nokuthuthukiswa kolwazimagama kwenzeka kokuwasebenzisa kakhulu phakathi nangaphandle kwekilasi.

Abafundi bazofunda ukuthi **Izimiso neZakhiwo Zolimi** zisetshenziswa kanjani, futhi kuzothuthukisa/kuzokwakha ulimi lokuchaza ulimi ngolunye ulimi khuluma ukuze bakwazi ukuhlolisisa ulimi lwabo nakweminye imibhalo ngokucubungula loko ekuchazayo, ukusebenza nokucophelela. Bazophinde bakwazi ukusebanzisa ulwazi bokubona okuthile olimini nokwakha umqondo emagameni nasezingeni lemisho embhalweni yonke, nokubona ukuthi umbhalo nendikimba kuhlangana kanjani, ngokusebenza ngezinhlobo eziningi zemibhalo, abafundi babesebeqhubela ukusebenza kolwazimagama ngendlela eyiyonayona ekuqondeni kwabo **Izimiso neZakhiwo Zolimi.**

Kulindeleke ukuthi Izimiso neZakhiwo Zolimi zifundiswe ngokwengqikithi njengoba kwenziwa kwamanye amakhono olimi uma efundiswa noma ethuthukiswa. Izinhlelo zokufundisa ziqukethe Izakhiwo nezimiso zolimi okufanele zenziwe ebangeni ngalinye. Uma kukhethwa umbhalo wokulalela nokufunda womjikelezo ngamunye wamasonto amabili, ukwenza isiqiniseko sokuthi kuqukethe izinto okumele zenziwe. Ukwenza umsebenzi oxhumana naleyombhalo ezovumela abafundi ukuba basebenzise lezozinto, ngokwengqikithi. Ngokufanayo abafundi bombhalo obhalwayo bazobhala bafake lezo zingxenye zolimi. Ukunikeza abafundi ukuqondiswa ngokusetshenziswa okuqondile nokufanele kwalezozingxenye. Ukukhetha ezinye zalezozingxenye ezinikeza abafundi ubunzima ukuba bazenze ngokuhlelekile. EmaBangeni aPhakeme, ihora elilodwa kumjikelezo ngamunye wamasonto amabili libekelwe ukwenza umsebenzi womyalelo ohlelekile ukwenza Izimiso neZakhiwo Zolimi.

Ithebula elingezansi likhombisa izimimiso nezakhiwo zolimi okulindeleke ukuba abafundi bazifunde ngesikhathi sokufunda ukulalela, ukukhuluma, ukufunda noma kwenziwa inqubo yokubhala. Lezizakhiwo kumele zifundiswe engqikithini ngendlela yokuhlanganisa izinhlobo ezehlukene zomsebenzi wokukhulunywayo, imibhalo ebonakalayo nebhalwayo, kumele futhi ifundiswe kahle ngesikhathi esibekelwe kona njengoba kufuneka.

IZIBONELO ZEZAKHIWO NEZIMISO ZOLIMI	
Izimpawu zokuloba	Ungqi, umbabazi, umbuzi, ukhefana, ikholoni, ukhefungqi, isibambelihlamvu, izicaphunimazwi, ikhongco, abakaki, ogaxekile
Upelomagama	Amaphethini esipelilingi, imithetho yesipelingi, izivumelwano, izifingqo, ukusetshenziswa kwesichazamazwi
Izingxenye zegama	Iziqalo, umsuka, isiqu, nezijobelelo
Amabizo	**Iziqalo zamabizo** *(okufaka izingasenzo, izenzo eziphundulekile, /izigaba zamabizo* **Amabizo abonakalayo** *(isib. umuntu, isicathulo, njll)* **Amabizo angabonakaliyo** *(ukufa, umoya, inzondo, njll)* **Amabizo anobunye nobuningi** *(isib. umuntu/abantu, isihlalo/izihlalo, njll)* **Amabizo angehlukanisi ubunye nobuningi** *(isib. amanzi, ububi, ukudla, njll)* **Amabizomvama** *(isib. isihlahla, indlela, njll)* **Amabizoqoqa** *(isib. iqulo lezinyosi, umhlambi wezinkomo, njll)* **Amabizoqho (***isib. uSipho, iTheku, uZwane, njll)* **Amabizombaxa (***igejambazo, imbuzimawa, njll)* **Amabizo ajwayelekile ezwakala njengezinciphiso engezona** *(intombazana, imbijana)* **Amabizo ezwakala njengezikhuliso engezona** *(ufakazi, unkosikazi, iNhlangakazi)*
Isabizwana	**Isabizwana soqobo** *(isib. mina, wena, thina, yona, bona, yena, njll)* **Isabizwana sokukhomba** *(isib. lona, lowo, lowaya, njll)* **Isabizwana sokubala** *(isib. -nke, -dwa, -bili, thathu, njll)*
Izichasiso	**Iziphawulo zonke** *(isib. omuhle, okhulu, njll)* **Isibaluli** *(isib. oqatha, oqotho, njll)* **Ongumnini** *(isib. lami, kababa, wami, njll)* **Inani** *(isib. mumbe, muni, muphi, munye, njll)*
Izenzo	**Eziqala ngonkamisa** *(isib. elula, aba, akha, njll)* **Eziphundulekile** *(isib. azi, ithi, isho)* **Ezinhlamvumbili (***isib. hamba, hleka, vuka, njll)* **Ezinhlamvuntathu (***isib. khuluma, khululeka, xukuza, njll)*
	Izindlela zesenzo • **Indlela eyamile:** *uma ungasebenza kanzima, uzophumelela* • **Indlela ephoqayo:** *hlala phansi!* • **Indlela eyesimo:** *ingane ihamba ikhala.*
	Izingasenzo kanye nezenzo eziphundulekile *Izingasenzo*, isib. –simze, -damane, -vele, -qede njll. *Izenzo eziphundulekile*, isib. –azi, -thi, -sho.
	Isenzo nenkathi **Inkathi yamanje** *(isib. Ngifunda isiZulu)* **Inkathi yamanje eqhubekayo** *(isib. Ngisapheka ukudla)* **Inkathi edlule** *(isib. Ngafunda isiZulu)* **Inkathi ezayo** *(isib. Ngizofunda isiZulu)* **Izindlela zesenzo** *(isib. Eqondile, eyamandla, eyamile/encikile, esabizo, eyenhloso, ephoqayo*)
	Izindlela zesenzo *(isib. Eqondile, eyamandla, eyamile/encikile/ekhonzile, esabizo, eyenhloso, ephoqayo*)

IZIBONELO ZEZAKHIWO NEZIMISO ZOLIMI	
Izandiso	**Isandiso sendawo** *(isib. phandle, kuye, kude, njll)* **Isandiso sesimo** *(kahle, kabi, kanje, njll)* **Isandiso senkathi** *(isib. izolo, emini, ekuseni, njll)*
Izimpambosi	**Eyokwenzana** *ibonakala ngesakhi –ana.* **Eyokwenzeka** *ibonakala ngesakhi –eka.* **Eyokwenzela** *ibonakala ngesakhi –ela.* **Eyokwenzisa** *ibonakala ngesakhi –isa.* **Eyokwenzisisa** *ibonakala ngesakhi –isisa.* **Eyokwenzayenza** *ibonakala ngokuphindwa kwesiqu sesenzo.* **Eyokwenziwa** *ibonakala ngesakhi u-wa.*
Isikhanyiso	**Isenzukuthi**: *isib. muhlu, phihli, saka, njll.* **Isandiso**: *isib. esenkathi, esesimo, esendawo, njll.*
Ukuthuthuka kolwazimagama nolimi lokufengqa	Omqondofana, omqondophika, ophimbohluka, omabizwafane, ifanamsindo (imvumelwano ngwaqa nemvumelwano nkamisa), negama elilodwa elimele ibinzana lamagama Izifengqo (isifaniso, isingathekiso, ukwenzasamuntu, okzimoroni, isimeleli, ifuzamsindo, ihaba, okuphikisana, umbhinqo, ukubhuqa, ipholavuthondaba, uphawu, isihlonipho, ukuvuma ngokuphika, indida, uteku, isifenyiso, isihlanekezelo Izisho/izaga/isiphicaphicwano Atshelekiwe, amagama athathwe enjengoba enjalo kolunye ulimi, amagama amasha, nomsuka wamagama. Okuyindida, amaklishe (amagama asetshenziswe ngokweqili), ukuzungeza ngamagama (ukungayihlabi esikhonkosini) ukuphinda into eyodwa ngamagama ahlukene, inkulumo yohlobo oluthile lwabantu, isib. tsotsi taal, ulimi olusebenza ohlotsheni oluthile lomsebenzi, indlela ethile yokuphuma kwephimbo nokuphimisa, inkolelo engaguqukiyo, ukuthatha uhlangothi ngokwahlulela, ukuchema, ulimi olunodweshu, okuchukuluza imizwa, ulimi lobulili njll Ukusebenzisa ulimi lusetshenziselwa inhloso ekhethekile, njengokuthi ulimi lwasebukhosini isib. Ndabezitha, olwabasesikhundleni esiphezulu emphakathini isib. Mhlonishwa, olokuhlonipha imantshi noma ijaji, isib. Nkosi yenkantolo Ukushinntsha kwencazelo, isib. i-coke (isiphuzo, isidakamizwa), inja (isilwane, umuntu owaziwa ngokwazi konke – inkulumo yokuzijabulisa), njll.
Imishwana	**Umshwana ozimele:** *Isib. Sizovakashela eThekwini kusasa.* **Umusho okhonzile:** *Isib. Savakashela ePitoli ngonyaka odlule sasesidlulela* *eMpumalanga ukuyobona isiqiwi.* **Umshwana okhomba isandiso:** *Savakashela eThekwini ngoJune ngoba ngoba kufudumele ebusika.* **Umshwana okhomba isichasiso:** *Yilo leli dolobha esalivakashela ngonyaka odlule.* **Umshwana okhomba ibizo:** *Lokhu esakubona entabeni yetafula kwasijabulisa.* **Umshwana okhomba umbandela:** *Uma ngikubona namuhla kusihlwa, ngizokunikeza imali yakho.* **Umshwana wokuqala okhomba umbandela wento engenzeka:** *Uma lina, sizoluhlehlisa uhambo lwethu.* **Umshwana wesibili okhomba umbandela wento engahle ingenzeki:** *Uma ngiwina ilotho, ngizothengela umama nobaba indlu enamakamelo alishumi.* **Umshwana wesithathu okhomba umbandela womcabango ovezwa ukubonakala kwezinto ezikhona:** *Ukube ngangisebenze ngokuzikhandla esikoleni, ngabe ngaphumelela ngamalengiso.*
Amabinazana	**Umshwana ozimele:** *UShaka wazalwa esizweni sakwaZulu.* **Ibinzana elimele ibizo:** *IYunivesithi yaseKapa ingenye yalawo amakhulukazi e-Afrika.* **Ibinzana lezenzo:** *Ukhetho lokuqala lwentando yeningi lwaba ngonyaka we-1994.*

IZIBONELO ZEZAKHIWO NEZIMISO ZOLIMI	
Imisho	Oqondile, ombaxa kanye nomagatshagatsha
Imisho lapho omenziwa beba izinhloko zemisho	**Inkathi yamanje:** *Amasi adliwa ngumntwanai.* **Inkathi yamanje eqhubekayo:** *Amasi asadliwa ngumntwana.* **Inkathi yamanje obekwenzeka:** *Amasi adliwe ngumntwana..* **Inkathi edlule:** *Amasi adliwa ngumntwana.* **Inkathi edlule eqhubekayo:** *Amasi abe edliwa ngumntwana..* **Inkathi edlule okwabe kwenzekile:** *Amasi abe edliwe ngumntwana.* **Inkathi ezayo:** *Amasi azodliwa/ayodliwa ngumntwana.*
Inkulumo-mbiko	**Inkulumo-mbiko (eqondile):** *USenzo wathi uzongibona ngeSonto ekuseni.* **Inkulumo-mbiko ewumbuzo:** *Umama wabuza ukuthi ngiyawuthanda yini umculo wokholo*

3.2 ITHEBULA LOKUNDLALEKA KOMBHALO

AMASONTO	IBANGA LESI - 7	IBANGA LESI - 8	IBANGA LESI - 9
ITHEMU YOKU-1			
1 & 2	Indaba	Indaba	Umbhalo oqukethe ulwazi – isikhangiso, iphosta
3 & 4	Inkondlo	Umbhalo oqukethe ulwazi nenkulumo	Inoveli, idrama, indaba emfishane, ubunkondlo
5 & 6	Inkondlo, idrama	Inoveli, idrama, indaba emfishane	Umbhalo oqukethe ulwazi - umbhalo wenkontileka
7 & 8	Indaba emfishane, inganekwane	Umbhalo oqukethe ulwazi isib. iphephandaba - noma esiqeshini esicashunwe ephephabhukwini	Inoveli, idrama, indaba emfishane, ubunkondlo
9 & 10	Indaba emfishane, inkondlo	Umbiko wocwaningo umbhalo	Umbhalo oqukethe ulwazi isib. iphephandaba - noma umbiko wephephabhuku
ITHEMU YESI-2			
1 & 2	Inoveli encane, idrama, ubunkondlo	Umbhalo oqukethe ulwazi onokubonakalayo, isib. Amamephu/izimpawu ezikhombisa indawo/izikali/ amashadi/izithombe	Inoveli, idrama, indaba emfishane, ubunkondlo
3 & 4	Umbhalo oqukethe ulwazi onokubonakalayo, isib. Isikhangiso imidwebo/izithombe/ amagrafu; iphosta; ukuchaza into, imibhalo ebonakalayo/ esazithombe / inoveli	Umbhalo oqukethe ulwazi, isib. Okulalelwayo/imibhalo ebonakalayo – ukulingisa/ isigungu/ingxoxo yomkhandlu Inkondlo	Ukubuyekeza umbhalo - inoveli, idrama, indaba emfishane, ubunkondlo
5 & 6	Umbhalo oqukethe ulwazi isib. Inqubo, imiyalelo, umbhalo oqukethe ulwazi onokubonakalayo, isib. Amashadi/amathebula/imidwebo/ izithombe/amagrafu/ inkondlo	Umbhalo oqukethe ulwazi, isib. Inhlolokhono Inkondlo	Inoveli, idrama, indaba emfishane, ubunkondlo - izaziso, uhlelo namaminithi omhlangano
7 & 8	Inoveli/idrama	Ukubuyekeza indaba	Umbhalo oqukethe ulwazi onokubonakalayo, isib. Isikhangiso - ukubuyekeza
9 & 10	**UKUHLOLA OKUQOQAYO**		

ITHEMU YESI-3			
1 & 2	Umbhalo oqukethe ulwazi, isib. iphepha lemibuzo noma ifomu Inkondlo	Idrama Inkondlo	Umbhalo oqukethe ulwazi – onesitatimende
3 & 4	Idrama, inkondlo	Umbhalo oqukethe ulwazi - iphephandaba -/isiqeshana sephephabhuku	Inoveli, idrama, indaba emfishane, ubunkondlo– ukubhala umbhalowokuxhumana – incwadi ehambisana neCV ne CV
5 & 6	Umbhalo wokwazisa, uhlelo namaminithi omhlangano	Inoveli, idrama, indaba emfishane; inkondlo – incwadi ehloniphekile/incwadi yobungani	Inoveli, idrama, indaba emfishane, ubunkondlo– ukubhalwa kwe-eseyi
7 & 8	Iphephandaba -/esiqeshini esicashunwe ephephabhukwini sezindaba ezisematheni	Inoveli, idrama, indaba emfishane; inkondlo – ukubhala indaba	Inoveli, idrama, indaba emfishane, ubunkondlo– ukubhala umbhalo wokuxhumana – ikhadi lesimemo nelokwamukela
9 & 10	Umbhalo oqukethe ulwazi – izinkomba	Umbhalo olandisayo – inoveli, indaba emfishane; ubunkondlo	Idrama – ukubhala inkulumompendulwano
ITHEMU YESI-4			
1 & 2	Idrama/inoveli/indaba emfishane	Umbhalo oqukethe ulwazi: iphephabhuku/iphephandaba -isiqeshana esicashuniwe	Inoveli, indaba emfishane – ukubhala incwadi yesicelo
3 & 4	Umbhalo oqukethe ulwazi nedayari, i-imeyili, isms, iziqeshana zamaphepha akhangisayo	Inoveli, idrama, indaba emfishane, inkondlo	Inoveli, indaba emfishane, ubunkondlo– ukubhala kwe ama-imeyili
5 & 6	Inoveli, idrama, indaba emfishane, inganekwane	Idrama/umdlalo, inkondlo – umbiko ngokwezehlakalo	Inoveli, indaba emfishane, ubunkondlo– ukubhala uhlelo lomngcwabo, ukubhala idayari, ikhadi lesimemo
7 & 8	Ukubukeza imibhalo – ukulungiselela isivivinyo	Ukubukeza imibhalo – ukulungiselela isivivinyo	Ukubukeza imibhalo – ukulungiselela isivivinyo
9 & 10	**UKUHLOLA OKUQOQAYO**		

3.3 IZINHLELO ZOKUFUNDISA

AmaBanga aPhakeme ayisiphetho semfundo ephoqayo kubafundi abangenanhlanhla. Emva kweBanga lesi-9 , kuke kube sekyfanele babheke imisebenzi noma bayokwenza izifundo zamakhono. Kunngaleso sizathu ukuthi izinga lemfundo lifinyelele ezingeni eliphezulu amaBangeni aPhezulu. Abafundi kufanele bethulwe olwazini oluvulelekile, izimpawu ezizobashiya belungele ukubhekana nekusasa labo.

Ukukhuphuka koLimi Lokwengeza Lokuqala, ezilimini kucishe kufane nokoLimi Lwasekhaya. Ukuhlukana kuba sekujuleni kwemibhalo/ ukufunda nokukhiqiza umbhalo. Abafundi emaBangeni kufanele bethulwe ezinhlotsheni zemibhalo yobuciko eziningi nezehlukene, kanye nezinhlobo okumele bazikhiqize. Ukuthulwa kuzokwenza abafundi bakwazi ukubhekana namathuba angabavulekela, nokulekelela ukubamba ulwazi lokuqukethwe.

Uhlelo lokufundisa luveza ubuncane bokuqukethwe okungenziwa njalo esikhathini esingamasonto amabili ngethemu. Othisha abaphoqekile ukuqeda konke okunikeziwe esikhathini somjikelezo esingamasonto amabili. Ukulandelana kohla lokuqukethwe okunikeziwe kulinganiselwe ukuveza ukuthi kungathatha isikhathi esingakanani ukuqeda okuqukethwe. Akufanele ilandelwe injengoba injalo. Othisha kufanele benze futhi babhale amalungiselelo esifundo besusela ezincwadini zabo zokufundisa bafundise okuqukethwe ngethemu ngayinye kusetshenziswa ukulandelana

nesivinini esifanele. Othisha bayakhuthazwa ukuthi baphinde basebenzise okuqukethwe nokufundiswayo ukuba bakuxhumanise nendawo abaphila kuyo.

3.3.1 Ihlanganiswa kanjani imibhalo ndawonye emjikelezweni wamasonto amabili

Imibhalo eyehlukene esetshenziswa ekwakhiweni nasekuhlelweni komsebenzi womjikelezo wamasonto amabili. Ikhethwe isuselwa ekutheni ixhumana kanjani yonke ukuze yakhe into eyodwa ehlangene, isiboneleo abafundi bangalalela indaba bese beyifunda. Bayalelwe ukuba babhale ukuchaza okufishane okungashiwo uma kuchazwa indawo nomuntu (okungancika endabeni) noma bengayalelwa ukuba babhale incwadi babhalele umlingiswa osendabeni. Khetha indikimba yomjikelezo wamasonto amabili ngamunye ukuze ukwazi ukuxhumanisa imisebenzi ngempumelelo. Isizathu sokusebenzisa lezizindikimba ukwenza kubelula ukusebenzisa ulwazimagama ngokulishintshashintsha nezakhiwo zolimi ngendlela eyakha umqondo.

Izakhiwo zolimi eziphakanyisiwe emjikelezweni ngamunye zenzelwe ukwakha uhlonze embhalweni ozokwakhiwa emjikelezweni. Uthisha angengeza ezinye izakhiwo zolimi ezingaba usizo kulesifundo.

3.3.2 Ilandelaniswe kanjani imibhalo/imisebenzi esikhathini somjikelezo wamasonto amababili

Imibhalo akufanele ifundiswe ngendlela elandela uhlelo oluthile. Ezimweni eziningi, kufanele kube nemisebenzi/imibhalo yokulungiselela ukfunda noma umsebenzi obhalwayo. Ngezinye izikhathi, umsebenzi wokulalela nokukhuluma kufanele ususelwe embhalweni ofundiwe. Abafundi kufanele bazimbandakanye ngokuxoxa izinhlobo ezehlukene zemibhalo ngaphambi kokuba bayalelwe ukuba babhale leyombhalo. Ngokuvamile, umbhalo okufanele ulalelwe, isib. Indaba noma umbiko wabezindaba kuzohluka futhi ube sezingeni eliphezulu ukunalowo abafundi abazowufunda. Loku kubangelwa ukuthi amakhono abo okulalela athuthuke kakhulu ukunamakhono okufunda.

3.3.3 Izinhlobo zemibhalo ezinconyiwe nezinikeziwe

Kunezinhlobo zemibhalo ezinikeziwe ukuba zifundiswe kuyoyonke imijikelezo yamasonto amabili. Lezi izinhlelo ezibaluliwe ohlelweni lokufundisa okufanele zibekhona encwadini efundwayo. Ngokuvamile, alukho uhlobo oluthile lwendaba enikeziwe. Ukukhetha kungenziwa ezinhlotsheni zezindaba ezenzeka ngesikhathi esifanayo okuyisikhathi sasendulo noma esamanje, izindaba ezisuselwa emcabangweni (isib. ezingejwayelekile ezijabulisayo noma ezethusayo, eziphathelene nesayensi) izindaba zomlando (isib. Ezimayelana nezimpilo zabantu) neziphathelene namasiko (isib. izinsumo, izinganekwane, izinkolelo) ezitholakalayo. Okufanayo nobuqiniso bezinkondlo nemidlalo.

Kukhona nesinye isigaba esibizwa ngokuthi ‘imibhalo yokubuyisa imicabango efundwe ngesikhathi sokufunda ngokuzimela noma ngababili’. Lena imibhalo ekhethwe encwadini yokufunda/ezincwadini zokufunda/ezinye izincwadi zizosekela imibhalo efundwe esigabeni esinikeziwe. Kungaba yinhlobo yombhalo ofanayo (ukugcizelela ukuqonda isakhiwo sombhalo) noma inhlobo yombhalo ehlukile (ukuqhubeka nokugqugquzela uthando nokwandisa amakhono okufunda). Kuzozonke izimo, lokufunda okungeziwe kufanele kuxhumane nezihloko nengqikithi ekhethiwe ezincwadini ezinikeziwe kulowo mjikelezo wamasonto amabili

3.3.4 Ukuhlanganiswa kwawowonke amakhono olimi emjikelezweni wamasonto amabili

Yize amakhono ezinhlelweni zokufundisa zethulwe ngokuhlukana, zingafundiswa ngendlela yokuhlanganisa lapho kungalunga khoba. Isibonelo, ekufundiseni ngenhlolokhono eyenziwa okukhulunywayo, abafundi bangafunda umbhalo emva kwaloko kudingeke ukuba bakhiqize umbhalo wenhlolokhono. Ukukhethwa kwezakhiwo zolimi ezingafundiswa emjikelezweni othile ukuqinisekisa ukukhiqiza nokuqonda umbhalo obhalwayo ngalowo mjikelezo. Isib, izichasiso, omqondofana, omqondohluka, izingasenzo kanye nezenzo eziphundulekile, nenkathi edlule, kulungiselela abafundi ukuba babhale i-eseyi elandayo noma echazayo. Indlela yesenzo isebenza kangcono uma abafundi bebhala i-eseyi ejeqezayo.

Umasu okufundisa okukhulunywayo nokubhalwayo ngomjikelezo wamasonto amabili ulawulwa uhlobo lombhalo okumele ukhiqizwe. Isib. Uma kufundiswa i-eseyi elandayo abafundi kumele bafundiswe ukuthi kubhalwa kanjani ngokulandelanisa amphuzu ngendlela ezwakalayo. Kodwa uma bebhala i-eseyi eveza imininingwane ethile kumele bafundiswe ukuthi sibhalwa kanjani isigaba esilandela inqubo ethile.

3.3.5 Zibhekelelwe kanjani izakhiwo nezimiso zolimi

Okuqukethwe esigabeni ‘ezakhiweni nezimiso zolimi’ ngokuvamile ziyaxhumana nezinhlobo zemibhalo enikeziwe ngaphansi kwezihloko ukuLalela nokuKhuluma, ukuFunda nokuBukela, nokuBhala kanye nokweThula, nesizonikwa ngokwemvelo ukuqashelwa ngokuqhubeka kokumbandakanya umbhalo nangesikhathi esabelwe ukuLalela nokuKhuluma, ukuFunda nokuBukela, ukuBhala nokweThula. isibonelo, uma indaba isiyenziwe, abafundi ngokwemvelo bazovele basebenzise inkathi edlule baphinde bafunde imibhalo besebenzisa lenkathi. Noma kunjalo, kuphinde kubaluleke ukuthi umsebenzi wakhiwe ugxile izakhiweni ezithile zolimi, engqikithini. Khetha izinto engxenyenyeni ezezakhiwo nezimiso zolimi’ ukufundisa abafundi izinto ezivela ngokwemvelo zigxile enhlotsheni yombhalo ukuze kusekelwe indlela elandelelanayo yemvelo ekuthuthukeni nasekwazini ulimi. Akuzona zonke izinto okufanele zifundiswe ngesikhathi esinikeziwe kodwa kuqinisekiswe ukuthi zonke izinto ezisohlwini kulosomqulu zenziwe zonke ngokuphela konyaka. Eminye imijikelezo izoba nenani elikhudlwana elenziwa ngeZakhiwo neZimiso zoLImi. Loku akusho ukuthi zonke lezozingxenye kumele zibe zenziwe kulowomjikelezo. Kulindeleke ukuthi eziningi zalezo zingxenye kumele ukube zenziwe ngemijikelezo edlule noma emaBangeni aPhakathi ngakhoke ukufundiswa kwalezi zingxenye kuwukubuyekeza.

Yenza imisebenzi enikeza enikeza umqondo kubafundi futhi exhumana nemisebenzi abayifundayo emjikelezweni wamasonto amabili. Imisebenzi eminingi yaloluhlobo kumele yenziwe njengoba abafundi beqhubeka namaBanga kusukela eBangeni 7 kuya kwele-9. Khetha ngokukhulu ukucophelela ukuthi imiphi imigomo oyichazela abafundi uzame ukuyigcina imibalwa ngokungenzeka. Ukusebenzisa iZakhiwo neZimiso zoLimi kuzololonga lamakhono. Ukufundisa kufanele kuhlanganiswe nawowonke amakhono oLimi kanye nezakhiwo zolimi njengoba zinokuhlobana. Konke lokhu kufanele kufundiswe engqikithini. Qaphela ukuthi kukhona isikhathi esabelwe imiyalelo ehlelekile ezakhiweni nezimiso zolimi.

3.4 ITHEBULA YOHLELO LOKUFUNDISA

IBANGA LESI- 7 ITHEMU YOKU- 1 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI**
1 & 2	**Izethulo: sakho noma sabanye** • Ukufundisa izimpawu nezimiso sokwethula • Ukusetshenziswa kolimi **Ukulalela indaba emfishane** • Ukubona umqondo osemqoka nosekelayo endabeni emfishane. • Ukuthatha amanothi • Ukwabelana ngemibono ngezinto ezakwehlela uveze ukuzwisisa umqondo **Ukuphinda uxoxe indaba** • Phinda uxoxe ngezigameko ngokulandelana kwazo. • Ukubalula abalingiswa ngendlela eyiyo. • Ukusho umudwa wesikhathi **ukuxoxa indaba Story Telling** • Ukufundisa izimiso zokuxoxa indaba: amakhono okukhuluma, iphimbo, ukuphimisa amagama, umgqumo, ukushintshashintsha iphimbo, ekuhlangana kwamehlo, ukuma komzimba, nokuxoxa indaba ngezitho zomzimba • Ukuxoxa indaba emayelana nokwaziyo	**Imibhalo yobuciko: Izindaba ezimfishane** • Izimpawu ezisemqoka zemibhalo: yobuciko njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, hlukanisa, hlola **Amasu okulungiselela ukufunda** • Ukubona izimpawu zombhalo njenge-izihloko nemidwebo • Ukubona izingxenye zencwadi njenge-ikhava, isihloko, uhla, izifundo, okuchaza amagama **Ukufunda isifundo sokuqondisisa namasu okufunda** • Ukufunda ngokushesha nangokuhambisa amehlo • Ukufunda ngokujulile • Umfanekisomqondo • Ukucabangela incazelo nesiphetho • Iqiniso nombono • Ukuchaza amagama	**Ukubhala isigaba asilandisayo** **Isigaba sezimiso zolimi:** • Umongo womusho wesigaba • umqondo osemqoka nosekelayo • ukusebenzisa izihlanganiso ukuxhumanisa • Ukuchaza izidingo zombhalo njengo-ukuxoxa indaba • Ukusebenzisa amagama nesitayela okufanele • Ukubhala ngenkathi edlule **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula **Ubhala izindaba ngezehlakalo zempilo yakhe.**	**ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emazingeni edlule** **Umsebenzi ezingeni lamagama:** amabizo ajwayelekile, amabizoqho, amabizo ezinto ezibalekayo nezinto ezingabaleki amabizo ezinto ezingabonakali **Ezingeni lemisho**: imisho elula, izitatimende, inkathi yamanje elula, inkathi edlule elula **Isipelingi nezimpawu zokuloba**: ungqi, ukhefane, ikholoni, isemi kholoni, osonhlamvukazi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okulalela nokukhuluma.** **Ukulalela uphinde uxoxe ngenkondlo.** • Ukwabelana ngemibono ngezinto ezakwehlela uveze ukuzwisisa umqondo • Ukuphendula imibuzo • Ukuchazela umngane ukuthi uyithandelani inkondlo. **Ukufunda kuzwakale okuhleliwe** • Isimo sephimbo, ukukhipha izwi, ukuphimisa, ukubheka ngqo izethameli • Ukunaka izimpawu zokukhanyisa. • Usebenzisa ingxoxo ngomzimba	**Imibhalo yobuciko: izinkondlo** **Inqubo yokufunda** • ukufunda ngokuzimela **Amasu okulungiselela ukufunda** • Ukubona izimpawu zombhalo njenge-izihloko nemidwebo • Ukubona izingxenye zencwadi njenge-ikhava, isihloko, uhla, izifundo, okuchaza amagama **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, imvumelwano nesigqi • Ingaphandle lenkondlo, olayini, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lokufengqa • umuzwa • Indikimba nomyalezo.	**Umbhalo wokuziqambela: Inkondlo yakhe** **Isitanza sezimiso zolimi:** • Ukwakheka kwesitanza • ukusebenzisa izihlanganiso ukuxhumanisa • ukusebenzisa izinhlobonhlobo zemisho, ubude, nokwakheka • ukukhethwa kwamagama • izifenqo **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula **Ukubhala inkondlo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizongxube, isenzo, izabizwana soqobo, isabizwana sobumnini **Incazelo magama**: uvumelwano, imifakela, izisho, izaga, ifanamsindo, isifaniso, izingathekiso, izibabazo, omqondofana, omqondophika, **Izimpawu zokuloba: ukuhlukanisa amagama,** ungqi, ukhefane **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okulalela nokukhuluma.** **Ingxoxo ngomdlalo wokulingisa:** • Ukuba ingxenye yengxoxo engahlelekile ngezihloko ezilula. • Ukusebenzisa iregista efanele • Ukugcina ingxoxo • Ukubona umqondo osemqoka nosekelayo endabeni emfishane. • Ukuthatha amanothi • Ukuphendula imibuzo **Sebenzisa inkulumompendulwano ingaphelele kubafundi** **inkulumompendulwano** • Ubamba iqhaza engxoxweni inkulumompendulwano • Usebenzisa ulimi olufanele • Uphendula ngokufanele • Qaphela izimiso zolimi engxoxweni yababili, isib. ukushintshana • Ukusebenzisa ngendlela izitho zomzimba	**Imibhalo yobuciko umdlalo (umdlalo onkundlanye)** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola) **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, uvumelwano nesigqi • Ingaphandle lenkondlo, olayini, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lokufengqa • umuzwa • Indikimba nomyalezo. **Ukufunda/ukubukela ukuze ufunde ngokuqondisisa (amasu)** • Ukufunda ngokushesha nangokuhambisa amehlo • Ukufunda ngokujulile • ukuqagela • Ukucabangela okuchazwa amagama angajwayelekile ngokusebenzisa indlela yokuhlasela amagama • Ukuqwashisa ngobumqoka bolimi	**Ukubhala ingxoxo ephakathi kwababili, ukulingisa umdlalo** • izidingo zesakhiwo, isitayela, iphuzu • Izithameli ezihlosiwe, inhloso nengqikithi • Ukukhetha amazwi • Ukufaneleka kokuthize okushiwoyo • Ukuveza okushoyo ngokukhululeka **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo ajwayelekile, izabizwana, izenzo, ongumnini **Ezingeni lemisho**: imisho elula, izitatimende, inkathi yamanje elula, inkathi edlule elula inhloko, isivumelwano senhloko **Incazelo yamagama**: omqondofana, omqondophika, izisho, izaga **Izimpawu zokuloba:** ikholoni, osokucaphuna, umbabazi, umbuzi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okulalela nokukhuluma.** **Ukulalela indaba emfushane/ inganekwane** **Ukulalela ngokuqondisisa** • Ukubona umqondo osemqoka nosekelayo endabeni emfishane. • Ukuthatha amanothi • Ukwabelana ngemibono ngezinto ezakwehlela uveze ukuzwisisa umqondo • Ukukhomba amaqhinga okunxenxa nokukhohlisa lapho kufanele • Ukuphendula imibuzo **Ingxoxo yamaqembu ukulalela inkondlo bese usho ekuchazayo** Baxoxa ngendatshana/inganekwane abayithole ezifundweni ezidlule. • Ukubona abalingiswa • Ukuxoxa ngengqikithi • Ukuxoxa ngemibono • Ukuveza ukuhlobana phakathi kwendaba nezehlakalo zempilo yakho.	**Imibhalo yobuciko: izinganekwane** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, imilolozelo nesigqi • Ingaphandle lenkondlo, olayini, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lokufengqa • umuzwa • Indikimba nomyalezo. **Ukufunda/ukubukela ukuze ufunde ngokuqondisisa (amasu)** • Ukufunda ngokushesha nangokuhambisa amehlo • Ukufunda ngokujulile • Ukucabangela okuchazwa amagama angajwayelekile ngokusebenzisa indlela yokuhlasela amagama	**Ukubhala incwadi** • Izidingo zesakhiwo, isitayela • Izithameli ezihlosiwe, inhloso nengqikithi • Ukuxhumana kwezigaba • Ukukhetha amagama **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula **Ukubhala incwadi/ukubukeza ulandela inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: ubunye nobuningi, izichasiso, izikhuliso **Ezingeni lemisho**: inkathi yamanje elula, inkathi edlule elula **Incazelo magama**: omabizwafane, omphimbohluka, iziphicaphicwano, izisho, izaga **Ulwazimagama olusetshenzisw**a **engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
9 & 10	**Amasu okulalela nokukhuluma.** **Ukulalela isifundo sokuqondisisa** • Chaza inqubo yokulalela • Ukuthatha amanothi • Ukuphendula imibuzo **Ingxoxo yamaqembu** • Baxoxa ngomqondo osendabeni emfishane • Ukuthatha isinqumo ngemibono babhekise embhalweni ukweseka leso sinqumo Xhumanisa indikimba nezinto ezakwehlela	**Imibhalo yobuciko: Izindaba ezimfishane** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, imilolozelo nesigqi • Ingaphandle lenkondlo, olayini, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lokufengqa • umuzwa • Indikimba nomyalezo. **Ukufunda/ukubukela ukuze ufunde ngokuqondisisa (amasu)** • ukufunda ngokushesha • ukuhambisa amehlo • ukufunda ngokuqaphilisisa • Iqiniso nombono • Ukucabangela okuchazwa amagama angajwayelekile ngokusebenzisa indlela yokuhlasela amagama	**Bhala i-eseyi echazayo** **Isigaba sezimiso zolimi:** • Umongo womusho wesigaba • Umqondo osemqoka nosekelayo • Ukuhleleka ngendlela kwezigaba • Isihlanganiso ukuxhumanisa • Ukusebenzisa izinhlobonhlobo zemisho, ubude, nokwakheka **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula **Yethula i-eseyi ezohlolwa**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: isiqalo, isijobelelo, isiqu, izenzo **Ezingeni lemisho**: umshwana oyinhloko, umshwana oncikile **Incazelo magama**: omqondofana **Izimpawu zokuloba nesipelingi:** Ukusebenzisa isichazamazwi, amaphethini esipelingi, imithetho yesipelingi, ukulungisa amaphutha **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

UKUHLOLA ITHEMU YOKU-1		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU- 1**
Ukuphinda axoxe indaba/uxoxa ngenkondlo/ inkulumompendulwano/ingxoxo yomkhandlu.	I-eseyi echazayo/elandayo Incwadi yobungani/ukubukeza/inkulumompendulwano	Isifundo sokuqondisisa nokusetshenziswa kolimi

IBANGA LESI- 7 ITHEMU YESI-2 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI**
1 & 2	**Amasu okulalela nokukhuluma.** **Ukulalela isifundo sokuqondisisa** • Chaza inqubo yokulalela • Ukuthatha amanothi • Ukuphendula imibuzo **Ukuxoxa indaba** • Izinhlobo zabalingiswa • Ukukhethwa kwamagama • Ukusebenzisa izitho zomzimba • Humusha umuzwa, iphimbo, umoya, ukulandelana kwezigameko, ukuphenduka kombhinqo nesiphetho	**Umbhalo wobuciko njengenoveli yentsha/umdlalo** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola **Ukufunda/ukubukela ukuze ufunde ngokuqondisisa (usebenzisa imibhalo noma izithombe njengamakhathuni)** • ukufunda ngokushesha • ukufunda ngokuhambisa amehlo • ukufunda ngokujulile • Iqiniso nombono • Ukucabangela okuchazwa amagama angajwayelekile ngokusebenzisa indlela yokuhlasela amagama • Ulimi oluchukuluza imizwa	**ukubhala: I-eseyi elandisayo** **Isigaba sezimiso zolimi:** • Umongo womusho wesigaba • umqondo osemqoka nosekelayo • ukuhleleka ngendlela kwezigaba • Isihlanganiso ukuxhumanisa • ukusebenzisa izinhlobonhlobo zemisho, ubude, nokwakheka **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo ambaxa, isilandiso kanye nomenziwa, ukusetshenziswa kwamabizo, izenzo, izichasiso: iziqhathaniso, izikhuliso **Ezingeni lemisho**: imisho elula, izitatimende, inkathi yamanje elula, inkathi edlule elula **Incazelo yamagama**: omqondofana, omqondophika, umqondo osobala, izifenqo, ulimi oluchukuluza imizwa **Izimpawu zokuloba**: ungqi, ukhefana, ikhoma, umbabazi, umbuzi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okulalela nokukhuluma.** **Ukulalela isifundo sokuqondisisa (indaba ebhaliwe/izindaba zamabonakude)** • Chaza inqubo yokulalela • Ukuthatha amanothi • Ukuphendula imibuzo **Izinhlobo ezahlukene zengxoxo:** **Inkulumompendulwano (ngezikhangiso)** • Khetha isihloko esifanele • Yethula impikiswano ehlelekile • Ukusetshenziswa kahle kwamagama okuxhumanisa Ukusetshenziswa ngendlela kolwazimagama kanye nezakhiwo zolimi • Sebenzisa amagama afanele, izakhiwo zolimi • Ukusebenzisa ulimi olukhohlisayo noluchukuluza imizwa • Landela inqubo	**Ukufunda/ukubukela ukuze ufunde ngokuqondisisa (amasu)** • ukufunda ngokushesha • ukuhambisa amehlo • ukufunda ngokuqaphalisisa • ukucabangela (abalingiswa, isizinda, umyalezo) • Ukucabangela okuchazwa amagama angajwayelekile ngokusebenzisa indlela yokuhlasela amagama • Ulimi olukhohlisayo • Ulimi oluhlelekile/olungahlelekile **Imibhalo yobuciko njengamanoveli** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola)	**Ukubhala umbhalo odlulisa umyalezo:** **Isikhangiso/iphosta** • Okudingekayo kwisakhiwo • Inhloso, iqembu elihlosiwe nengqikithi • Ukukhethwa kwamagama nokwakhiwa kwemisho • Izinto ezibonakalayo njenge-hlobo lwefonti nosayizi, izihloko, izimpawu, umbala) • Ulimi olukhohlisayo/olunxenxayo **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo qho, ubulili, ubuningi, ubunye, isichasiso: sokukhomba, esiyamile **Ezingeni lemisho**: inkulumo eqondile nengaqondile, imisho elula nengxube **Incazelo yamagama**: omqondofana, omqondophika, umqondo osobala, nencazelo engaqondiwe **Isipelingi nezimpawu zokuloba**: ikholoni, isemi kholoni, Ukusebenzisa isichazamazwi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okulalela nokukhuluma.** **Ingxoxo yamaqembu/ikilasi ngokunika imiyalelo noma ukulandela inqubo** • Khetha isihloko • Ukwabelana ngemibono • Ukushintshana balalelisise • Ukugcwalisa izikhala • ukusebenzisa ukucaphuna emuva ukugcina inkulumo iqhubeka **Inkulumo ehleliwe/engahleliwe** • Ukukhethwa kwamagama • Uksetshenziswa kwephimbo nesivinini • Ukusebenzisa izinkomba uma wethula inkulumo • Ukusebenzisa ngendlela izitho zomzimba	**Ukufunda umbhalo oyalelayo njengenqubo yokuyalela** • ukufunda ngokushesha • ukuhambisa amehlo • ukufunda ngokuqaphalisisa • ukucabangela (abalingiswa, isizinda, umyalezo) **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlolisisa **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, uvumelwano nesigqi • Ingaphandle lenkondlo, imigqa, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lokufengqa • umuzwa • indikimba nomyalezo	**Imibhalo emifishane edlulisa umyalezo: imiyalelo** • Okudingekayo kwisakhiwo, isitayela • Izethameli ezihlosiwe, inhloso nengqikithi • Ukuxhumana kwezigaba • Ukukhethwa kwamagama nokwakhiwa kwemisho **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo **ukubhala umyalelo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: Ondaweni – besikhathi, bendawo neminyakazo isichasiso: senani **Ezingeni lemisho**: Inkulumo ngqo nempambosi yokwenziwa **Incazelo yamagama**: izisho nezaga **Izimpawu zokuloba**: ikhonco, isimeli-nobumba **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okulalela nokukhuluma.** **Ukulingisa umdlalo** • ukuthatha indima oyinikiwe • Sebenzisa ulimi olufanele • Qaphela izimiso zolimi • Ukusebenzisa ngendlela izitho zomzimba **Umdlalo wokulingisa ophenyayo** • Ukwakha inibuzo ebhaliwe • Qaphela izimiso zolimi • Sebenzisa ulimi olufanele • Bika okutholile	**Ukufunda umbhalo wobuciko: njengomdlalo/inoveli** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlola	**Bhala ukubukezwa komdlalo** **Isigaba sezimiso zolimi:** • Umongo womusho wesigaba • umqondo osemqoka nosekelayo • ukuhleleka ngendlela kwezigaba • Isihlanganiso ukuxhumanisa • ukusebenzisa izinhlobonhlobo zemisho, ubude, nokwakheka **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: izenzo **Ezingeni lemisho**: impambosi yokwenziwa, inkathi yamanje eqhubekayo, inkulumo-ngqo nenkulumo-mbiko **Incazelo yamagama**: omqondofana, omqondophika, umqondo osobala, izifenqo **Izimpawu zokuloba:** ikholoni, osokucaphuna, umbuzi, ukhefane, ungqi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**
UKUHLOLA ITHEMU YESI-2				
9 & 10	**UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO**	**UMSEBENZI WESI-2: ISIVIVINYO SESI- 2**	**UMSEBENZI WESI-3**	
	Ukulalela isifundo sokuqondisisa/ inkulumompikiswana/ingxoxo/ inkulumo engalungiselelwe/ingxoxo yeqembu ngokunika imiyalelo.	imibhalo: imibuzo esuselwa esengqikithini	**Ukuhlolwa kwaphakathi nonyaka** Iphepha lesi- 2: isifundo sokuqondisisa, ukusetshenziswa kolimi nemibhalo yobuciko Iphepha lesi-: 3 Ukubhala: I-eseyi eyodwa nombhalo odlulisa umyalezo owodwa	

IBANGA LESI- 7 ITHEMU YESI-3 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI**
1 & 2	**Amasu okulalela nokukhuluma.** **Ukulalela isifundo sokuqondisisa gendlela yokugcwalisa ifomu/ iphepha elinamahlelo emibuzo** • ukuzilolongela inqubo yokulalela • ukuthatha amanothi • ukuphendula imibuzo **Izinhlobo ezihlukene zokuxhumana ngokukhuluma ngokusetshenziswa kwephepha elinamahlelo emibuzo noma ifomu** **Ingxoxo yesigungu, yomkhandlu** • ukukhetha isihloko • ukwabelana ngemibono • ukunikezana amathuba ulalelisisise • Ukugcwalisa izikhala • Amazwi okukhulunyelwa phezu kwawo	**Ukufunda umbhalo ngokubaluleka kwephepha elinamahlelo emibuzo nokuthi ligcwaliswa kanjani** • Ulwazi oludingekayo • Ukusetshenziswa kolimi • Isiginesha **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlolisisa **Ukufunda/ukubukela ukuze ufunde ngokuqondisisa** • ukufunda ngokushesha • ukufunda ngokuhambisa amehlo • ukufingqa • umfanekisomqondo • ukucabangela • okuchazwa amagama	**Imibhalo edlulisa umyalelo njengokugcwalisa iphepha elinamahlelo emibuzo, noma amafomu** • Ukulandela imiyalelo • Ukunikeza ulwazi olufanele ngokusheshayo • Ukusebenzisa ulimi olufanele **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo ajwayelekile, aqoqayo, isandiso sesimo nesikhathi, izichasiso **Ezingeni lemisho**: imishwana yebizo, ibizo imishwana; izigejana zamagama esichazayo nesikhanyisayo, imisho ngxube nemagatshagatsha **Incazelo yamagama**: omqondofana, omqondophika, omphimbohluka **Izimpawu zokuloba**: umbuzi; osonhlamvukazi; ikhonco, njll. Izifinyezo – ama-akhronimi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okulalela nokukhuluma.** **Ukulalela umdlalo (inkulumo mpendulwano/i-inthavyu)** • Hlanganisa iphepha elinamahlelo emibuzo • Qaphela izimiso zolimi • Sebenzisa ulimi olufanele • Thatha amanothi • Bika ngokutholile **Izinhlobo ezihlukene zokuxhumana ngokukhuluma** Ukulingisa umdlalo Ukuguqula uhlobo oluthile lombhalo lusiwa kolunye • Ukulingisa inkulumo-mpendulwano • Ukulingisa uveza okwenzeka emdlalweni • Izinhlobo zabalingiswa ezigqamile kanye nalokho okubelekelelayo	**Imibhalo yobuciko njengomdlalo wabantu abasha/umdlalo womsakazo** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlolisisa **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, uvumelwano nesigqi • Ingaphandle lenkondlo, imigqa, izitanza, isitayela/indlela okubhalwe ngayo • izifenqo • umuzwa • indikimba nomyalezo	**Imibhalo emide isib. inkulumo mpendulwano/i-inthavyu ebhaliwe** • Okudingekayo kwisakhiwo, isitayela • Izethemeli ezihlosiwe inhloso nengqikithi • Ukukhethwa kwamagama • Ukusetshenziswa kolimi olufanele **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizoqho, ubunye nobuningi isichasiso: esiqathanasiyo, izikhuliso **Ezingeni lemisho**: emagatshagatsha enemishwana encikile; inkulumo-ngqo nenkulumo-mbiko **Incazelo yamagama**: umsuka wamagama **Izimpawu zokuloba:** ikholoni, abacaphuni, ukhefane, ungqi, isimeli nobumba, umbuzi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okulalela nokukhuluma.** **izinhlobo ezihlukene zokuxhumana ngokukhuluma** ukulingisa: inqubo yomhlangano • indlela elungile yokuvula/isingeniso • ukusetshenziswa kwezwi isivinini nephimbo • Ukusetshenziswa kolimi • Ukusetshenziswa kwezitho zomzimba ngendlela efanele • Isiphetho esilungile **Ukulalela isifundo sokuqondisisa (umbhalo obhaliwe/ukwethulwa kwezindaba zikamabonakude**) • Ukuchaza inqubo yokulalela • Ukuthatha amanothi • Ukuphendula imibuzo	**Ukufunda umbhalo ngendlela yokubhala isaziso/i-agenda namaminithi** • Abadlala indima esemqoka • Ukusetshenziswa kolimi • isakhiwo • Inqubo yomhlangano/ukuqhutshwa komhlangano **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlolisisa **ukufunda/ukubukela ukuze uqondisise okubhaliwe/imibhalo ebonwayo/amagrafu** • Ukufunda ngokushesha ukha phezulu amaphuzu abalulekile • Ukuhambisa amehlo phezulu ukuthola amaphuzu esekelayo • ukucabangela • ukucabangela okuchazwa amagama angajwayelekile nemifanekiso • umqondo osemqoka nowesekelayo • umbono wakho	**Imibhalo emide edlulisa umyalezo isib. isaziso/i-agenda namaminithi** • khomba izethameli ezihlosiwe nenhloso yokubhala; • thatha isinqumo ngesitayela, inhloso nesakhiwo sombhalo; • ukukhethwa kwamagama nezakhiwo zolimi **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: isabizwana: soqobo, sokukhomba, sobumnini. **Ezingeni lemisho**: inkathi yamanje elula, inkathi edlule elula, inkulumo-ngqo nenkulumo-mbiko, impambosi yokwenziwa **Incazelo yamagama**: Izandiso zezenzo **Izimpawu zokuloba**: isimeli nobumba, osonhlamvukazi, ukhefane, ngqi; ikholoni **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okulalela nokukhuluma.** **Ukulalela nokuxoxa ngezindaba zamanje ezisemaphephandabeni nakumaphephabhuku/imagazini** • ukusetshenziswa kwezwi, isivinini nephimbo • ukusetshenziswa kolimi olukhohlisayo/oluchukuluza imizwa/olunxenxayo • ukusetshenziswa kwezinkomba • ukuqaphela izimiso zolimi • Ukusebenzisa izitho zomzimba ngendlela • Isingeniso esiheha ukunaka nesiphetho esiqinile • Inhloso, iqembu elihlosiwe nengqikithi **Ukufunda kuzwakale isiqeshana sephephandaba okulungiselelwe/okungalungiselelwe** • Ukusetshenziswa kwezwi, isivinini nephimbo • Ukuqaphela izimpawu zokuloba ukuze kuzwakale kahle • Ukusebenzisa ngendlela izitho zomzimba	**Ukufunda/ukubukela ukuze uthole ulwazi (sebenzisa umbhalo njenge athikhili yephephandaba/i-athikhili yemagazini/izinkulumo ezibhaliwe)** • Ukufunda ngokushesha ukha phezulu amaphuzu abalulekile • Ukuhambisa amehlo phezulu ukuthola amaphuzu esekelayo • ukucabangela • amaphuzu nemibono • umbono wombhali • ukucabangela okuchazwa amagama angajwayelekile nemifanekiso • ulimi oluhlelekile/olungahlelekile • incazelo eqondile/egudlayo • izifengqo **Ukubhala isivivinyo sesifundo sokuqondisisa**	**Imibhalo edlulisa umyalezo emide/emifishane: I-thikhili yephephandaba** • Okudingekayo kwisakhiwo, isitayela • Izethemeli ezihlosiwe inhloso nengqikithi • Ukukhethwa kwamagama nezakhiwo zolimi **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo **ukubhala i-athikhili yephephandaba**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo ezinto ezingabonakali, amabizoqobo, ondaweni izichasiso: iziqhathaniso, izikhuliso **ezingeni lemisho**: ukuhlela ngokulandelanisa, ukuhlela ngokubaluleka; incazelo yesigaba, ulimi olunxenxayo noluchukuluza imizwa, ukuchema nokucwasa, inkoleloze, izimo zenkulumo **Okuchazwa amagama**: omqondofana, omqondophika, umqondo osobala, izifenqo **Izimpawu zokuloba**: abacaphuni, umbabazi, ukhefane, ungqi, unobuza, njll. **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
9 & 10	**Amasu okulalela nokukhuluma.** **Ukulalela isifundo sokuqondisisa esisekelwe ekunikezeni izinkomba** • ukuzilolongela inqubo yokulalela • ukuthatha amanothi • ukubhala izimpendulo **Izinhlobo ezahlukene zokuxhumana ngokukhuluma isib. ukunika izinkombandlela/imiyalelo** • ukusebenzisa ulimi olufanele • imisho emifishane esebenzayo • imininingwane	**Imibhalo yobuciko njengenoveli yentsha/izindaba ezimfishane/ umdlalo/umdlalo womsakazo** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda** Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (phendula imibuzo, qhathanisa, ukuphikisana, hlolisisa **Ubunkondlo** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izimpawu zenkulumo, uvumelwano nesigqi • Ingaphandle lenkondlo, imigqa, izitanza, isitayela/indlela okubhalwe ngayo • ulimi lwezifengqo • umuzwa • indikimba nomyalezo	**Ukubhala i-eseyi elandisayo/ echasisayo** • Okudingekayo kwisakhiwo, isitayela • Izethemeli ezihlosiwe inhloso nengqikithi • Ukukhethwa kwamagama nezakhiwo zolimi **Ukubheka inqubo yokubhala** • ukuhlela • ukubhala uhlaka kokuqala • ukubuyekeza • ukulungisa amaphutha • ukufunda ngokuqaphelisisa nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo izabizwana – zoqobo, esincikile, izenzo, izichasiso, iziqhathaniso; izikhuliso **Ezingeni lemisho**: ukuhlolisisa isigaba, imisho elula, izitatimende, inkathi edlule elula, inkathi yamanje elula **Okuchazwa amagama**: omqondofana, omqondophika, umqondo osobala, izifenqo **Izimpawu zokuloba**: ungqi; ukhefane; ikholoni, isemi-kholoni **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO NEZIMISO ZOKUSETSHENZISWA KOLIMI
9 & 10		**Ukufunda nokubukela ukuze uqondisise isib.imibhalo ebhaliwe/ nebonwayo** • Ukufunda ngokushesha ukha phezulu amaphuzu abalulekile • Ukuhambisa amehlo phezulu ukuthola amaphuzu esekelayo • ukucabangela • amaphuzu nemibono • umbono wombhali • ukucabangela okuchazwa amagama angajwayelekile nemifanekiso • incazelo eqondile/egudlayo		

UKUHLOLA ITHEMU YESI-3		
UMSEBENZI WOKU- 1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: OKUBHALWAYO**	**UMSEBENZI WESI-3: UKUHLOLA KWESI-3**
Umdlalo wokulingisa/inqubo yomhlangano/ukufunda oku (nga)lungiselelwe/ukunika izinkomba/ingxoxo yesigungu/ umkhandlu.	I-eseyi echasisayo/elandisayo Uhlelo/i-agenda namaminithi	Isifundo sokuqondisisa nokusetshenziswa kolimi NOMA Umbhalo wobuciko

IBANGA- 7 ITHEMU- 4

OKUQUKETHWE

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO KANYE NEZIMISO ZOKUSETSHENZISWA KOLIMI
1 & 2	**Amasu okulalela nokukhuluma** **Inkulumo engalungiselwe** Ukwethula isikhulumi, amazwi okubonga/ukuxoxa indaba • Ukukhetha isihloko esifanele • Ukuhlela imininingwane evumelanayo • Ukubona ulwazimagama nezakhiwo zolimi • Isiqalo kanye nesiphetho esifanele • Izimpawu kanye nezimiso (isu nendlela yokukhuluma phambi kwabantu, isakhiwo) **Ukufunda kakhulu** • Sebenzisa isimo sephimbo, izwi, isivinini, • Ukuqikelela izimpawu zokuloba ngokufaneleyo • Ukusebenzisa izingxenye ezithile zomzimba	**Imibhalo yobuciko: imibhalo efundwayo enjenge: inoveli/izindaba ezimfishane/imidlalo** • Izimpawu ezisemqoka zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (Yethula umbhalo) • Ngesikhathi sokufunda (Izimpawu zombhalo) • Ngemumva kokufunda (phendula imibuzo, qhathanisa, hlukanisa, hlola) **Ukufunda ukuze ufunde ngokuqondisisa (usebenzisa imibhalo ebonakalayo kanye nebhaliwe)** • ukufunda ngokushesha ukuze uthole amaphuzu abalulekile • ukuhambisa amehlo uthole imininingwane esekelayo • ukuqagela • Ukucabangela okuchazwa amagama angajwayelekile nemifanekiso • Imibono ebalulekile neyesekayo • Iqiniso nemibono • Ukucabangela nesiphetho • Umbono wakho	**Imibhalo edlulisa umuyalezo omude/ omfishane isib: ukunika inkomba** • Okudingekayo esakhiweni, isitayela nombono • Izethameli ezihlosiwe, inhloso, okuqukethwe • Ukukhetha amagama nezakhiwo zolimi kolimi **Ukubheka inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha kanye nokwethula	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: amabizo amagatshagatsha; isiphawulo: iziqhathaniso, izikhuliso, ondaweni – abalula (igama elilodwa), axubile (amagama amabili), amagatshagatsha (amagama anathathu nangaphezulu) ondaweni **Ezingeni lomusho**: imisho elula, imisho engxube, emagatshagatsha, izigejana zamagama ezichazayo nezikhanyisayo **Incazelo magama:** omabizwafane; mqondofana, umqondo osobala, indikimba; izifenqo; izandiso; **Izimpawu zokuloba:** ukhefana-ngqi, osokucaphuna, ungqi, isimeli nobumba **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO KANYE NEZIMISO ZOKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okulalela nokukhuluma** **Ukulalela ngokuqondisisa (indaba ebhaliwe kanye nezethulo ze-TV**) • Chaza inqubo yokulalela • Thatha amanothi • Bhala izimpendulo **Izindlela ezihlukene zokuxhumana ngokukhuluma** **Inkulumo-mpikiswano/ ingxoxo yamaqembu: Xoxani ngokusebenzisa i-email/amaphosta imibhalo yansukuzonke/iziqeshana zokukhangisa** • Izimpawu kanye nezimiso • Ukuhlela, ukucwaninga, ukuhlanganisa ngesu elithize kanye nokwethula	**Ukufunda imibhalo enjenge diyari, i-email, /iziqeshana zokukhangisa** • Okudingekayo esakhiweni • Ukusetshenziswa kolimi • Izethameli ezihlosiwe **Inqubo yokufunda:** • Ukulungiselela ukufunda (Yethula umbhalo) • Ngesikhathi sokufunda (Izimpawu zombhalo) Ngemumva kokufunda (phendula imibuzo, qhathanisa, hlukanisa, hlola) **Ubunkondlo/inganekwane** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izingcezu zenkulumo/umfanekiso mqondo, imvumelwano siqalo imvumelwano sigcino • Ingaphandle lenkondlo, imigqa, izitanza, isitayela/indlela okubhalwe ngayo • Umqondo ocashile • Umuzwa • umyalezo nendikimba	**Imibhalo edlulisa umyalezo emide/emifishane isib. i-imeyili, amaphosta/okubhalwe kudayari/** amadayari] • Okudingekayo esakhiweni, isitayela nombono • Izethameli ezihlosiwe, inhloso, okuqukethwe • Ukukhetha amagama, incazelo esobala • Ukwakheka komusho, ubude nohlobo lomusho **Ukubheka inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha kanye nokwethula **Yenza okukodwa kwaloku okungenhla**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: isabizwana – sokubuza, sokukhomba, amabizoqoqa, izenzo, izichasiso: iziqhathaniso, izikhuliso Isiqalo, isiqu; umsuka **Ezingeni lomusho:** inkulumo-ngqo; ukubuza imibuzo, isivumelwano senhloko/sikamenzi; izitatimende ezifingqiwe; imibuzombumbulu **Incazelo yamagama**: aphikisanayo; umqondo osobala; izifenqo; indikimba **Izimpawu zokuloba**: abacaphuni; umbuzi, ukhefana, umbabazi, ubukhulu bamagama **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO KANYE NEZIMISO ZOKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okulalela nokukhuluma** **Ukulalela ngokuqondisisa** • Chaza inqubo yokulalela • Thatha amanothi • Phendula imibuzo **Inkulumo elungiselelwe** • Sebenzisa izwi, isimo sephimbo, isivinini • Ukusebenzisa ulimi olukhohlisayo noluchukuluza imizwa/olunxenxayo • Ukusebenzisa izinkomba • Ukuqaphela izimiso zolimi • Ukusebenzisa izitho zomzimba ngendlela efanele • Isingeniso esihehayo nesiphetho esifanele • Inhloso, iqembu elihlosiwe nengqikithi	**Imibhalo yobuciko: imibhalo efundwayo enjenge: inoveli izindaba ezimfishane/imidlalo/inganekwane** • Izimpawu eziqavile zemibhalo: njengomlingiswa, izinhlobo zabalingiswa, isakhiwo, udweshu, indaba ngamafuphi, isizinda, umlandi, indikimba **Ubunkondlo: izinkondlo ezinqunyiwe** • Izimpawu eziqavile zenkondlo • Ingaphakathi lenkondlo, izingcezu zenkulumo, umfanekisomqondo, isiqalo, isigqi, • ingaphandle lenkondlo imigqa, izitanza, isitayela/indlelwa okubhalwe ngayo, • okuchazwa izifenqo • umoya wenkondlo • indikimba kanye nomyalezo Ukuhluza inkondlo: • imigqa, amagama, isitanza, izimpawu zokuloba isitayela nendlela okubhalwe ngayo • Umqondo: osobala nocashile	**Ukubuyekeza nokulungiselela izivivinyo ama-eseyi** **Izigaba zokulungiselela:** • Okudingekayo esakhiweni, isitayela nombono • Izethameli ezihlosiwe nokuqukethwe • Ukukhetha amagama **Ukubheka inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha kanye nokwethula	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama**: insiza- senzo; izichasiso: iziqhathaniso; izikhuliso **Ezingeni lemisho**: ukuchema, inkoleloze, ukucwasa, izitatimende ezichukuluza imizwa nezikhohlisayo; imibuzombumbulu **Incazelo yamagama**: mqondofana, mqondophika, indikimba **Izimpawu zokuloba: u**ngqi, ukhefane, umbabazi, umbuzi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZAKHIWO KANYE NEZIMISO ZOKUSETSHENZISWA KOLIMI
7 & 8	**Ukubuyekeza nokulungiselela izivivinyo: Ukukhuluma** • Ingxoxo elungiselelwe/inkulumo mpikiswano/inhlolokhono/ingxoxo • Ukufunda okulungiselelwe • Ukufunda okungalungiselelwe **Ukulalela** • Ukulalela ngokuqondisisa	**Ukubuyekeza nokulungiselela izivivinyo: Ukufunda** • Ukufunda okulungiselelwe • Ukufunda ngokuqondisisa • Ukufingqa • Imibhalo yobuciko - Inoveli/indaba imfishane/ izinganekwane - Imidlalo/isifundo sefilimu - Inkondlo	**Ukubuyekeza nokulungiselela izivivinyo: Ukubhala** **Imibhalo edlulisa umyalezo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama: Amabizoqoqa; izabizwana; iziqu.** **Ezingeni lemisho**: imisho elula, engxube nemagatshagatsha; izitatimende; umenzi, isenzo, inhloko izivumelwano zezenzo, ukubuza imibuzo, ukuphika; imisho edidayo **Incazelo yamagama:** mqondofana, mqondophika, umqondo osobala, indikimba **Izimpawu zokuloba** **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**
UKUHLOLA OKUHLELEKILE KOKUPHELA KONYAKA ITHEMU YESI-4				
9 & 10	**UMSEBENZI WOKU- 1: OKUKHULUNYWAYO NOKULALELWAYO**		**UMSEBENZI WESI-2: ISIVIVINYO SOKUPHELA KONYAKA**	
	Ukufunda kuzwakale/Inkulumo mpikiswano/ingxoxo yeqembu/inkulumo engalungiselelwe.		Iphepha -1: Okukhulunywayo Iphepha- 2: Isifundo sokuqondisisa, ulimi nemibhalo yobuciko (amahora-2) Iphepha- 3: Imibhalo (Ihora -1)	

IBANGA LESI - 8 ITHEMU YOKU-1 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZIMISO NEZAKHIWO ZOLIMI**
1 & 2	**Amasu okulalela nokukhuluma:** **Ingxoxo yeqembu-**ukwakha okusabulwembu; ukukhetha imiqondo efanelekile; ukulandelanisa imiqondo esemqoka **Ukulalela ngokuqondisisa** • ukubhala imiqondo ebalulekile neyesekelyo ngokwenza amanothi, • ukwabelana ngemibono nolwazi ukukhombisa ukuqonda ulwazi • ukubona amasu okunxenxa/olimi olukhohlisayo • ukuphendula imibuzo	**Umbhalo wobuciko ofana nendaba emfishane yobusha** • Ingxoxo mayelana nezimpawu zombhalo ezifana nabalingiswa, izinhlobo zabalingiswa, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda** **Amasu okulungiselela ukufunda** Yethula kubafundi • **Izimpawu zombhalo** – izihloko, izihlokwana, izithombe, imidwebo, • **Izingxenye zencwadi** – ikhasi lesihloko, amathebula okuqukethwe, izahluko, igilosari indeksi, i-aphendiksi, njll. **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola	**Ukubhala i-iseyi: elandayo/ ejeqezayo** • Ukukhetha amagama, • Izwi lomuntu kanye nohlobo • Incazelo ecacile • Iphimbo • Umqondo obalulekile, nowesekelayo • Umbhalo osabulwembu ukuhlela umqondo ngendlela elandelanayo • Ukwethula i-iseyi ngenhloso yokuhlola **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala i-iseyi ngokulandela inqubo yokubhala uma kubhalwa**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama:** Izandiso zesenzo nezendawo **Ezingeni lomusho:** isivumelwano senhloko eyisenzo; isakhiwo somusho; ibinzana lamagama kanye nemishwana eyingxenye yenkulumo **Incazelo yamagama**: omqondofana, omqondophika, okuqonde ngqo, ukufengqa **Izimpawu zokuloba:** ungqi; ukhefana; umbuzi; abacaphuni; isibabazi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
3 & 4	**Amasu okulalela nokukhuluma:** **Ukulalela inkulumo elungiselelwe kamongameli/yelungu lomphakathi elenza umthelelela othile** • ukuxoxa ngezimpawu zenkulumo elungiselelwe • ukubona nokuchaza Ukusetshenziswa kolimi • ukubona nokuxoxa ngezimpawu ezisenkulumweni **Inkulumo elungiselelwe** • ukukhetha isihloko esifanelekile • ukuhlela ulwazi ngokulandelana • ukubona ulwazimagama okuyilo kanye nezakhiwo zolimi • ukulungiselela isethulo esinohlonze kanye nesiphetho • ukuzilungiselela • ukwethula	**Ukufunda inkulumo** • Ukuhlaziya nokuxoxa ngezimpawu ezingumongo • Ukuhlaziya ukusetshenziswa kolimi • Ukubona nokuxoxa ngolimi oluchukuluza imizwa nolukhohlisayo • Ukuhlaziya isethulo nesiphetho **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Amasu okufunda:** Ukufunda okulawulwayo, Ukufunda kwamaqembu, Ukufunda ngokuzimela **Ukufunda/ukubukela okubhalwayo/ imibhalo ebonakalayo/yokuqondisisa** • Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • Ukufunda ngokuqaphelisisa • Inhloso kanye neqembu eliqondwe ngqo • Ukunikeza incazelo ngokuzicabangela ukwakha isiphetho • Ukubona ulimi olukhohlisayo • Umthelelela wokukhetha kanye nokweqeka kwencazelo yombhalo • Lusetshenziswe kanjani ulimi nezithombe kanye nesakhiwo namagugu • Umthelela wokusetshenziswa kohlobo oluthile lombhalo kanye nobukhulu bawo, izihlokwana kanye nesithombe esisencazelweni	**Ukubhala inkulumo** **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • ukwakha uhlaka • Ukubukeza • ukulungisa amaphutha • ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala inkulumo:** • Ukuchaza okudingeka kutholakale embhalweni ukubhala i-iseyi echazayo • Ukuchaza izethameli okuqondiswe kuzo • Ukuqoka nendlela ethile yokubhala, inhloso kanye nokuhleleka • Ukusebenzisa amagama afanele • Ukwendlalela ukuqhubeka, novuthondaba • Isiphetho	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama:** Amabizongxube izingasenzo, izenzo eziphundulekile, , izinciphiso, izandiso, izenzo Ondaweni, isiphawulo: ukuqhathanisa, izikhuliso **Ezingeni lomusho:** ibinzana lezenzo; imishwana yezenzo; imisho eyizihloko; ibinzana lamabizo; ibizo, isigejana samagama esichazayo nesikhanyisayo; izihlanganiso; okuchukuluza imizwa kanye nolimi olukhohlisayo **Incazelo yamagama**: omqondofana, omqondophika, okuqonde ngqo, ukufengqa **Izimpawu zokuloba:** isibabazi; umbuzi; ukhefana; ungqi Izifinyezo – ama-akhronimi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
5 & 6	**Amasu okulalela nokukhuluma:** **Ingxoxo yeqembu ngokubonakalayo, okulalelwayo kubekubonakala/ nombhalo oxubile** • Ukusebenzisa ulwazi oluwumsuka • Ukuqagela inhloso yombhalo • Ukubheka incazelo • Ukuqonda umbhalo • Ukuthatha amanothi • Ukuqonda umyalezo **Ukulalela ngokuqondisisa (umsindo kuphela)** • ukubhala imiqondo ebalulekile neyesekelayo ngokwenza amanothi, uhla, ukufingqa, ukubeka ngamanye amagama nokuphinda kuphinda usho **Ukwakha kabusha izigameko:** • ukuvumelana nohlangothi oluthile lwenkulumo/incazelo ebonakalayo • ukulingisa okwenzakele ezigamekweni njll.	**Umbhalo wobuciko onjenge noveli/ izindaba ezimfishane/idrama** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, izinhlobo zabalingiswa, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano • isigqi isakhiwo sangaphandle senkondlo, imigqa, izitanza, indlela okubhalwe ngayo • incazelo engaqondile loko okushiwoyo • umuzwa • indikimba nomyalezo	**Umbhalo wokudlulisa umyalezo** Incwadi (Eyobungani/incwadi ehloniphekile) • Izimpawu zombhalo • Ukusetshenziswa kolimi • Uhla kanye nendlela ethile yokubhala • Isethulo nesiphetho **Ukubhala incwadi encike kokuvuselelwe okubonile** **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama:** izandiso zesenzo, isikhathi; izenzo, isiphawulo: ukuqhathanisa, izikhuliso **Ezingeni lomusho**: isakhiwo somusho; isigejana samagama esichazayo nesikhanyisayo; ukuphika; isitatimende **Incazelo yamagama**: omqondofana, omqondophika, okuqonde ngqo, ukufengqa **Izimpawu zokuloba:** ungqi, ukhefana **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
5 & 6		**NOMA** **Ukufunda/ukubukela ukuze uqondisise (amasu)** • Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • Ukufunda ngokuqaphelisisa • Ukunikeza incazelo ngokuzicabangela ukwakha isiphetho • Ukubona ulimi olukhohlisayo • Umthelelela wokukhetha kanye nokweqeka kwencazelo yombhalo • Ukunikeza incazelo yamagama ngokuzicabangela kusetshenziswa amakhono okuhlakaza amagama • Okuyiqiniso nokungumbono		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
7 & 8	**Amasu okulalela nokukhuluma:** **Inkulumo engalungiselelwe esembhalweni wephephandaba noma wephephabhuku** • ukuhlela ulwazi ngokulandelana • ukubona ulwazimagama okuyilo kanye nezakhiwo zolimi • ukwenza okuthile mayelana nombhalo • isethulo esinohlonze kanye nesiphetho **Ingxoxo yesigungu/ingxoxo yeqembu esetshenziselwa embhalweni wephephandaba noma wephephabhuku** • izimpawu zombhalo • izimiso nezakhiwo zombhalo • Ukukhethwa kwamagama • Indlela yokubiza amagama	**Ukufunda isiqeshana sephephandaba - noma esiqeshini esicashunwe ephephabhukwini** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, izinhlobo zabalingiswa, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Indlela okubhalwe ngayo • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo	**Umbhalo wokudlulisa umyalezo** Umbiko/isiqeshana sephephabhuku • Izimpawu zombhalo • Ukusetshenziswa kolimi • Uhla kanye nendlela ethile yokubhala • Isethulo nesiphetho **Ukubhala umbiko/esiqeshini esicashunwe ephephabhukwini kubhekiswe ezinweni zokubona** **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • ukwakha uhlaka • Ukubukeza • ukulungisa amaphutha • ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama:** /izenzukuthi/ izibabazo **Ezingeni lomusho:** imisho eqondile; inkathi yamanje; inkathi esanda kudlula; izichasiso kanye izandiso; ukuchema; ukuthatha ngokwahlulela; inkolelo engaguquki **Incazelo yamagama**: izaga; umongo; okuqonde ngqo; izinciphiso; incazelo eqondile **Izimpawu zokuloba:** ukhefana; ungqi; abacaphuni; izibabazi; ikhongco; njll **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
9 & 10	**Amasu okulalela nokukhuluma:** **Okukhulunywayo: inhlolokhono/ ukugcwalisa umbiko ngokubuziwe/ ingxoxo yeqembu** • Isihloko socwaningo • Ukuhlela izinto ngokulandelana – kwesekelwa ngezibonelo. • ukubona nokukhetha ulwazimagama okuyilo, ulimi kanye nezimiso zalo • ukulungiselela isethulo esinohlonze kanye nesiphetho **Ukulalela ngokuqondisisa** • Ukuqopha umqondo obalulekile, nowesekelayo ngokwakha amanothi, • ukwabelana ngemibono nolwazi ukukhombisa ukuqonda ulwazi • ukubona amasu okunxenxa/ulimi olukhohlisayo • ukuphendula imibuzo	**Ukufunda umbiko wocwaningo** • Izimpawu ezibalulekile zombiko • Ukuhleleka • Ukusetshenziswa kolimi **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Izindlela zesenzo • Indikimba nomyalezo	**Umbhalo wokudlulisa umyalezo isib. umbiko wocwaningo** • Inhloso, iqembu elisophiwe kanye nesakhiwo • Izakhiwo zezigaba • Izihlanganiso ezenza ukuxhumana okufanele • Sebenzisa izinhlobonhlobo zemisho ezehlukene, ngobude nangezakhiwo • Incwadi ehloniphekile nendlela ethile yokubhala **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Bhala umbiko ngocwaningo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Ezingeni lamagama:** Izinhlobo zezenzo nezinsizasenzo **Ezingeni lomusho:** isitatimende; isakhiwo somusho; ukwethulakanye past izinkathi; ukuchema; ukuthatha ngokwahlulela kanye inkolelo engaguquki; **Incazelo yamagama**: amamgama amqondofana, amagama amqondophika, umongo; izinciphiso; incazelo esobala **Izimpawu zokuloba** **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

UKUHLOLA KWETHEMU YOKU-1		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU-1**
Ingxoxo yeqembu – imibhalo ebonwayo/ukulalela isifundo sokuqondisisa/ inkulumo engalungiselelwe/ingxoxo yeqembu/inhlolokhono.	Umbiko wephephandaba/isiqeshana Indaba elandisayo/ejeqeza emuva	Ulimi nokuqondisisa

IBANGA LESI - 8 ITHEMU YESI-2 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZIMISO NEZAKHIWO ZOLIMI**
1 & 2	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa**: • Ukulalela imiyalelo/izinkomba • Ukuthatha amanothi • Ukuphendula imibuzo Izinhlobo ezehlukene zokuxhumana okukhulunywayo isib. ukwethulwa kwezindaba ezingalungiselelwe/ inkulumo **Ukunikeza izinkomba:** • Izimpawu zombhalo • Ulimi nezimiso • Inkulumo ngokunyakazisa amalunga omzimba	**Ukufunda umbhalo womyalelo onezithombe, isib. amabalazwe, izinto ezikhombisa okuthile, kanye nezikali** • Isakhiwo • Ukusetshenziswa kolimi • Izimpawu **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • indlela okubhalwe ngayo • incazelo engaqondile loko okushiwoyo • umuzwa • indikimba nomyalezo **Ukufunda/Ukubukela imibhalo ebonakalayo/esazithombe** • Ukufunda ngokudlulisa amehlo • Ukufunda ngokuqaphelisisa • Ukwenza umqondo osobala ngokuzicabangela • Bhala ngokufingqa (sebenzisa umbhalo osabulwembu)	**Umbhalo wokudlulisa umyalezo isib. Izinkomba/Imiyalelo** • Uhlaka olushaya emhloleni • Ukuhlela okuqukethwe (umbhalo osabulwembu) • Umqondo obalulekile, nowesekelayo • Izimiso zesigaba • Ukuqhubeka ngendlela kwezigaba ukuqinisekisa ukuxhumana • Izihlanganiso ukuze kube nokuxhumana okufanele • Izimiso zolimi **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala umbhalo womyalelo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Isiphawulo: ukuqhathanisa, izikhuliso; amabizomvama kanye namabizo qho; izihlanganiso **Ezingeni lomusho:** imisho eyizihloko; isitatimende; izinkathi; izitatimende eziwumongo kanye nezisekelayo; imisho elula kanye nemisho embaxa **Incazelo yamagama**: amagama amqondofana; amagama amqondophika; umongo; **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama: ungqi, ukhefana, njll **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
3 & 4	**Amasu okulalela nokukhuluma:** **Ingxoxo yesigungu/ingxoxo yomkhandlu:** • Ukuveza iqhaza • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, indlela kanye nohla **Inkulumompikiswano** • Ukuveza iqhaza • Ukufunda izimiso zombhalo • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, indlela kanye nendlela yokubiza amagama	**Umbhalo wobuciko oqoshiwe onjengomabonakude/umsakazo/ ukulingisa ingxoxo yesigungu** • Izimpawu ezibalulekile zombhalo • Ukusetshenziswa kolimi • Isakhiwo • Ababambe iqhaza **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • indlela okubhalwe ngayo • incazelo engaqondile loko okushiwoyo • izindlela zesenzo • indikimba nomyalezo	**Ukubhala inkulumompendulwano** **Izakhiwo zezigaba** • Isakhiwo • Ukwethulwa kwemisho • Umqondo obalulekile, nowesekelayo • Ukuhleleka nokuxhumana • Ukukhetha amagama kanye nezimpawu zokuloba nezimiso zolimi **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala inkulumompendulwano**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Izenzo **Ezingeni lomusho:** inkathi yamanje; inkathi esanda kudlula; ulimi oluchukuluza imizwa kanye nolukhohlisayo sebenzisa; isakhiwo somusho; ukuphika; indlela yokubuza **Incazelo yamagama**: okuqonde ngqo; omqondofana; omqondophika; omabizwafane; ophimbohluka; **Izimpawu zokuloba nopelomagama**: imithetho yopelomagama kanye nezimiso **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
3 & 4		**Ukufunda/ukubukela ukuze uqondisise (sebenzisa okubhalwayo kanye/noma imibhalo ebonakalayo/ esazithombe efana namakhathuni/ imidweshu)** • Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • Ukufunda ngokudlulisa amehlo • Ukufunda ngokuqaphelisisa • Ukwenza umqondo osobala ngokuzicabangela (abalingiswa, isizinda, umyalezo) • Ukunikeza incazelo yamagama angajwayelekile ngokuzicabangela ngokusebenzisa amakhono okuhlakaza • Ulimi oluchukuluza imizwa		
5 & 6	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa** • Inqubo yokulalela • Ukwenza okulindelekile uma kubhalwa **Inhlolokhono** • Ukufundisa izimpawu nezimiso • Ukwenza uhlelo nocwaningo • Ukukhetha uhlobo, uhla nolwazimagama • Ukunikezelana ithuba • Amasu okunxenxa	**Imibhalo yobuciko enjengomdlalo/ umdlalo** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola	**Umbhalo wokudlulisa umyalezo isib. Okubhalwayo inhlolokhono** • Uhlaka olushaya emhloleni kanye nezimpawu • Ukuhlela okuqukethwe (umbhalo osabulwembu) • Umqondo obalulekile, nowesekelayo • Izimiso zesigaba • Ukuqhubeka ngendlela kwezigaba ukuqinisekisa ukuxhumana • Izihlanganiso ukuze kube nokuxhumana okufanele • Izimiso zolimi	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** izandiso zendawo kanye nezokuvamile **Ezingeni lomusho:** uhla olufanele lwamagama; izindlela zokubuza; inhlonipho; isakhiwo semisho; izindlela zesenzo; izwi **Incazelo yamagama**: incazelo ecashile kanye nencazelo esobala; umongo; uteku **Izimpawu zokuloba nopelomagama**: izifinyezo; imibuzi; izibabazi; ungqi; ukhefana **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
5 & 6		**Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza, indlela okubhalwe ngayo • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Ukufunda isifundo sokuqondisisa: Inhlolokhono** • ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • ukufunda ngokuqaphelisisa • Ukuqagela • Ukuzakhela incazelo ngokuzicabangela incazelo yamagama angajwayelekile nezithombe ngokusebenzisa isu lokuhlakaza amagama • okungamaqiniso kanye nemibono • ukubona iphuzu lombhali • incazelo eqondiwe	**Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala inhlolokhono**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** izandiso zendawo kanye nezokuvamile **Ezingeni lomusho:** uhla olufanele lwamagama; izindlela zokubuza; inhlonipho; isakhiwo semisho; izindlela zesenzo; izwi **Incazelo yamagama**: incazelo ecashile kanye nencazelo esobala; umongo; uteku **Izimpawu zokuloba nopelomagama**: izifinyezo; imibuzi; izibabazi; ungqi; ukhefana **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
7 & 8	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa (imbhalo yokungamaqiniso isib. iziqeshana zephephandaba)** • Ukulalelela ukuqondisisa • Ukuthatha amanothi • Ukuphendula imibuzo **Ingxoxo yeqembu**: • Ukuveza iqhaza • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, indlela kanye nendlela yokubiza amagama	**Umbhalo wobuciko njenjendaba emfishane** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Indlela okubhalwe ngayo • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Amasu okufunda ngokuqondisisa** • Inhloso kanye neqembu eliqondwe ngqo • Ukunikeza incazelo ngokuzicabangela • Ukunikeza umbono • Ukwahlukanisa phakathi kokuyiko kanye nemibono • Inkulumo eqonde ngqo neqondwe incazelo	**Ukubhala ubuyekeze indaba/inoveli** • Isakhiwo sombhalo • Izimpawu kanye nezimiso • Ukukhethwa kwamagama • Indlela yokubiza amagama • Izethameli • Iphimbo **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Iziqalo nezijobelelo **Ezingeni lomusho:** isakhiwo somusho; izinhlobo zemisho; izinkathi; isitatimende; ukuhlanekezela; izaga **Incazelo yamagama**: omqondofana, omqondophika; ophimbohluka; **Izimpawu zokuloba nopelomagama**: izifinyezo **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
UKUHLOLA KWETHEMU YESI-2				
9 & 10	**UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO**	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SAMAPHAKATHI NONYAKA**	
	Ukulalela ngokuqondisisa /ukunika izinkomba/isigungu/ingxoxo yomkhandlu/inkulumo mpikiswano.	Inhlolokhono/ umbhalo oyalelayo/ ukubuyekeza indaba	Iphepha loku- 1: Okukhulunywayo Iphepha lesi- 2: Ukuqondisisa, Ukusetshenziswa kolimi nemibhalo yobuciko Iphepha lesi-3: Ukubhala	

IBANGA LESI - 8 ITHEMU YESI-3 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZIMISO NEZAKHIWO ZOLIMI**
1 & 2	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa (ukusebenzisa benzisa inkulumompendulwano eqoshiwe)** • Ukulalela inkulumompendulwano • Ukuthatha amanothi - Ulimi namandla - Iphimbo - Umuzwa - Isethulo nesiphetho • Ukuphendula imibuzo **Ingxoxo yeqembu/ inkulumompendulwano:** • Ukuveza iqhaza • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, nendlela yokubiza amagama • Ukwethula	**Imibhalo yobuciko enjengomdlalo** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** Amasu okulungiselela ukufunda • **Izimpawu zombhalo** – izihloko, izihlokwana, izithombe, imidwebo, • **Izingxenye zencwadi** – ikhasi lesihloko, amathebula okuqukethwe, izahluko, igilosari, i-indeksi, i-aphendiksi, njll. **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Amasu okufunda ngokuqondisisa** • Inhloso kanye neqembu eliqondwe ngqo • Ukunikeza incazelo ngokuzicabangela • Ukunikeza umbono • Ukwahlukanisa phakathi kokuyiko kanye nemibono • Inkulumo eqonde ngqo neqondwe incazelo	**Umbhalo wokudlulisa umyalezo isib. inkulumompendulwano/ ukubuyekeza** **Izimiso zesigaba** Uhlaka olushaya emhloleni • Inhloso kanye neqembu eliqondwe ngqo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Isiphawulo: ukuqhathanisa, izikhuliso; amabizomvama kanye namabizo qho **Ezingeni lomusho**: inkathi yamanje; izindlela zokubuza; isitatimende; inkulumo-ngqo nenkulumo mbiko; inkathi esanda kudlula **Incazelo yamagama**: omqondophika; omqondofana; umongo; okuqonde ngqo **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama: ungqi, ukhefana; abacaphuni **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
3 & 4	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa**: • Ukulalela incwadi eya ephepheni • Ukuthatha amanothi - Ukusetshenziswa kolimi - Uhla - Izimiso • Ukwabelana ngamanothi **Ingxoxo yeqembu** • Ukuhlobanisa nokwenzeka empilweni yakho • Ukusebenzisa ulwazi olutholakala embhalweni ukuphendula imibuzo • Ukuxoxa ngenhlalo, ngenkulumo nangokubaluleka kwesiko okutholakala embhalweni • Ukubamba iqhaza engxoxweni yeqembu - Ukunikezelana ithuba - Ukunamathela esihlokweni - Ukubuza imibuzo	**Ukufunda isiqeshana esisephephandabeni -/esiqeshini esisephephabhukwini esimayelana nezinto ezenzekayo/nezenhlalo** • Isakhiwo • Izimpawu zombhalo • Ukusetshenziswa kolimi • Iphimbo • Iukulandelanisa **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **NOMA** **Umdlalo onomlingiswa oyedwa** Sebenzisa okungenani • isifundo sokuqondisisa esithathelwe encwadini yokufunda • umbhalo owodwa - Ukuchaza uhlaka, ukuvezwa komlingiswa, udweshu kanye ukuvezwa kwedrama - Ukubonakala kwezindikimba, umuzwa kanye nephimbo	**Umbhalo wokudlulisa umyalezo: incwadi eya ephepheni** **Izimiso zesigaba** • Uhlaka olushaya emhloleni • Inhloso • Ukusemqoka kanye nokwesekela iqembu eliqondwe ngqo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala incwadi eya ephepheni**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Izandiso zesenzo, izandiso zendawo **Ezingeni lomusho**: imisho eqondile; imisho embaxa ; isakhiwo somusho; okuchukuluza imizwa kanye nokukhohlisayo Ukusetshenziswa kolimi; okuyiqiniso nokungumbono; ukuchema, ukuthatha ngokwahlulela kanye nenkolelo engaguquki. **Incazelo yamagama**: omqondofana; ophimbohluka **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama; ukhefana; ungqi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
5 & 6	**Amasu okulalela nokukhuluma:** **Inkulumo engalungiselelwe** • Amakhono okukhuluma esidlangalaleni • Ukulungiselela, ukucwaninga, nokuhlela • Ukwethula: iphimbo, ukulungisa iphimbo, ukuphinyiswa kwamagama, indlela yokubuka abantu, ukunyakaza komzimba, izinsiza ezingadinge kuchazwa • Ukusetshenziswa kolimi: ulwazimagama • Uhlobo nohla **Inkulumo elungiselelwe** • Ukuzilungiselela amakhono angenhla • Ukuveza ngenkulumo yomunye • Ukulalela inkulumo eyethulwa ilungu lopmphakathi eliqavile • Ukuveza ngenkulumo	**Umbhalo wobuciko ofana inoveli yentsha/indaba emfishane/idrama** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Ukufunda/ukubukela ukuze uqondisise (sebenzisa okubhalwayo kanye/noma imibhalo ebonakalayo/esazithombe efana namakhathuni/imidweshu)** • Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • Ukufunda ngokudlulisa amehlo • Ukufunda ngokuqaphelisisa • Ukwenza umqondo osobala ngokuzicabangela (abalingiswa, isizinda, umyalezo) • Ukunikeza incazelo yamagama angajwayelekile ngokuzicabangela ngokusebenzisa benzisa amakhono okuhlakaza • Ulimi oluchukuluza imizwa	**Umbhalo wokudlulisa umyalezo: incwadi ehloniphekile/Incwadi yobungani** • Uhlaka olushaya emhloleni • Inhloso • Umqondo obalulekile, nowesekelayo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala incwadi**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Izichasiso; izandiso; izifinyezo; umsuka, iziqalo nezijobelelo **Ezingeni lomusho:** imisho eqondile; imisho embaxa ; inkathi edlule esaqhubeka; inkathi ezayo eqhubekayo; isakhiwo somusho; ulimi oluchukuluza imizwa kanye nolukhohlisayo Ukusetshenziswa kolimi; okuyiqiniso nokungumbono; ukuchema, ukuthatha ngokwahlulela kanye nenkolelo engaguquki. **Izimpawu zokuloba nopelomagama**: imithetho yopelomagama kanye nezimiso **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
7 & 8	**Amasu okulalela nokukhuluma:** **Ukulalelela ulwazi** • Ukulalela umbhalo onika ulwazi • Ukulalela isethulo, Ukusetshenziswa kolimi, imvumelwano nokulungiswa kwephimbo • Ukulalela ukhondolo lwendaba • Ukuxoxa nomlingani • Ukuxoxa indaba • Ukukhetha indaba • Ukwenza uhlelo nocwaningo • Ukukhetha uhlobo, uhla nolwazimagama • Ukwethula indaba	**Umbhalo wobuciko ofana nezindaba ezimfushane kanye nenoveli** • Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Ukufunda isifundo sokuqondisisa: (umbhalo othathelwe encwadini yombhalo eqokiwe)** • Ukufunda ngokudlulisa amehlo, ukufunda ngokuqikelela amaphuzu athile, ukufunda ngokwakha imifanekiso • Ukufunda ngokuqaphelisisa • Ukunikeza incazelo ngokuzicabangela • Ukunikeza incazelo yamagama • Ukubona iphuzu lombhali • Okuyiqiniso nokungumbono • Incazelo eqondiwe	**Ukubhala umbhalo wobuciko: indaba emfishane** • Uhlaka olushaya emhloleni • Inhloso • Umqondo obalulekile, nowesekelayo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukuziqambela indaba ngokulandela inqubo echaziwe** Indaba ezehlula zonke 'eshicilelwe '/ esifundiwe ekilasini	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Amabizomvama kanye namabizoqho ondaweni nezenzo **Ezingeni lomusho**: izinkathi; imisho; izaga kanye izisho; isichasiso kanye nondaweni **Incazelo yamagama**: omqondofana; omqondophika; ophimbohluka; **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama; izimpawu zokuloba ezisebenza emagameni ayizifinyezo **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
9 & 10	**Amasu okulalela nokukhuluma:** **Ukulalela umbhalo ofundwe kwezwakala othathelwe endabeni emfishane** • Kudlalwe umbhalo oqoshiwe • Amakhono afanele okufunda aphawuliwe kubafundi • Ukusetshenziswa kwezimpawu zokuloba embhalweni ofundiwe • Ukuvula nokuvala **Ukufunda kuzwakale okulungiselelwe** • Ukukhetha umbhalo ozofundwa kuzwakale • ukusebenzisa amakhono okufunda afana nephimbo, ukuzwakala, isigqi, ukulungisa izwi, ukubiza kahle amagama, ukugeleza • Ukuzilungiselela • Ukufunda umbhalo	**Ukufunda umbhalo wobuciko nezindaba ezimfushane kanye nenoveli** • Izimpawu ezibalulekile ezitholakala embhalweni: onjenge, isendulelo, isikhathi, umxoxi, **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo	**Ukubhala i-iseyi: Indaba edaza inkani/indaba echazayo essay** • Ukukhetha amagama, • Izwi lomuntu kanye nohlobo • Incazelo ecacile • Iphimbo • Umqondo obalulekile, nowesekelayo • ukubhala i-iseyi ngokulandela inqubo yokubhala okubhalwayo • Ukwethula umbhalo we-iseyi ngenhloso yokuhlola **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala i-iseyi ngokulandela inqubo yokubhala okubhalwayo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Amabizoqho namabizombaxa, ondaweni kanye nezenzo **Ezingeni lomusho:** isigaba esethulayo; isigaba esichazayo, isigaba esiphethayo; isakhiwo semisho; izinhlobo zemisho **Incazelo yamagama**: omqondofana, omqondophika; ophimbohluka; **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama; izimpawu ezinhlobonhlobo zokuloba **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
9 & 10		**Ukufunda/ukubukela ukuze uqondisise (sebenzisa okubhalwayo kanye/noma imibhalo ebonakalayo/ esazithombe efana namakhathuni/ imidweshu)** • Ukufunda ngokudlulisa amehlo ukhetha amaphuzu abalulekile • Ukufunda ngokudlulisa amehlo • Ukufunda ngokuqaphelisisa • Ukwenza umqondo osobala ngokuzicabangela (abalingiswa, isizinda; umyalezo) • Ukunikeza incazelo yamagama angajwayelekile ngokuzicabangela ngoksebenzisa amakhono okuhlakaza amagama • Ulimi oluchukuluza imizwa		

UKUHLOLA KWETHEMU YESI-3		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU-1**
Inkulumo mpendulwano/Ukufunda okungalungiselelwe/ ukuxoxa indaba/ukufunda okulungiselelwe.	I-eseyi echazayo/indaba edazayo Incwadi yobungani/inkulumompendulwano	Ukuqondisisa kanye noksebenzisa tshenziswa kolimi

IBANGA LESI - 8 ITHEMU YESI-4 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**IZIMISO NEZAKHIWO ZOLIMI**
1 & 2	**Amasu okulalela nokukhuluma:** **Ukulalela ngokuqondisisa (njengokulalela okubhaliwe/ nombhalo olalelwayo nobonakalayo)** • ukubona imqondo ebalulekile nesekelayo • ukubhala amanothi • ukwabelana ngemibono nolwazi ukukhombisa ukuqonda ulwazi • ukubona amasu okunxenxa/amasu okuphoqa isimo uma kukhona • ukuphendula imibuzo **Ingxoxo: Ingxoxo encike ephephandabeni/esiqeshini esicashunwe ephephabhukwini** • Ukuveza iqhaza • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, indlela kanye nohla	**Ukufunda isiqeshana esisephephandabeni/esiqeshini esicashunwe ephephabhukwini** • Ukuhleleka • Ukusetshenziswa kolimi • Izimpawu zombhalo • Iukulandelanisa **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Indlela okubhalwe ngayo • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo	**Umbhalo omude wokudlulisa umyalezo isib. isiqeshana esisephephandabeni/esiqeshini esicashunwe ephephabhukwini** • Uhlaka olushaya emhloleni • Inhloso • Umqondo obalulekile, nowesekelayo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala isiqeshana esisephephandabeni/isiqeshana sephephabhuku**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Ubunye nobuningi; ubulili; izinciphiso **Umsebenzi osezingeni lemisho**: Inkulumo ngqo nenkulumo mbiko; izindlela zokubuza; okuyiqiniso nokungumbono; isakhiwo somusho; imisho; okuyindida; izwi **Incazelo yamagama**: omqondofana; omqondophika; inhlonipho; ophimbohluka; incazelo eqonde ngqo kanye nencazelo engaqondile loko okushiwoyo **Izimpawu zokuloba nopelomagama**: abacaphuni; amaphethini opelomagama **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
1 & 2		**Ukufunda/Ukubuka okunikeza ulwazi** (okubhalwayo/imibhalo ebonakalayo/ esazithombe/imibhalo exubile) • Ukufunda ngokuqaphelisisa • Ukunikeza incazelo ngokuzicabangela • Ukuqagela • Imifanekisomqondo • Incazelo yamagama • Okuyiqiniso nokungumbono **Ukubhala ngokufingqa**		
3 & 4	**Amasu okulalela nokukhuluma: inkulumompikiswano** • Ukuveza iqhaza • Ukufunda izimiso zombhalo • Izikhulumi zinikezelana ithuba • Ukuchaza imibono ukuze kufikwe esivumelelwaneni • Ukusebenzisa ulimi olufanele, indlela kanye nohla • ukuzilungiselela **Ingxoxo yeqembu**: • ukuveza iqhaza • izikhulumi zinikezelana ithuba • ukuchaza imibono ukuze kufikwe esivumelelwaneni • ukusebenzisa ulimi olufanele, indlela kanye nohla	**Umbhalo wobuciko ofana/inoveli/ indaba emfishane/umdlalo** • **Izimpawu ezibalulekile ezitholakala embhalweni: ezifana nabalingiswa, umnyakazo, inkulumompendulwano, uhlaka, udweshu, isendulelo, isizinda, umxoxi, indikimba** **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola	**Ukubhala umbhalo wokudlulisa umyalezo: ukubhala idayari** • Uhlaka olushaya emhloleni • Inhloso • Umqondo obalulekile, nowesekelayo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** Isabizwana soqobo nesesichasiso Izindlela zesenzo - Indlela eyamile Indlela ephoqayo Indlela yamandla Indlela yesimo **Umsebenzi osezingeni lemisho**: Izinkathi; izinhlobo zemisho; inkulumo; izwi; isakhiwo somusho; inkulumo ngqo nenkulumo mbiko; izindlela zokubuza; okuyiqiniso nokungumbono; okuyindida; izwi **Incazelo yamagama**: incazelo eqonde ngqo kanye encazelo engaqondile loko okushiwoyo **Izimpawu zokuloba nopelomagama**: amaphethini opelomagama; izimpawu zokuloba **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
3 & 4		**Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • Isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • Incazelo engaqondile loko okushiwoyo • Umuzwa • Indikimba nomyalezo **Ukufunda isifundo sokuqondisisa: (umbhalo othathelwe encwadini yokufunda)** • Ukufunda ngokudlulisa amehlo, ukufunda ngokuqikelela amaphuzu athile, ukufunda ngokwakha imifanekisomqondo • Ukufunda ngokuqaphelisisa • Ukunikeza incazelo ngokuzicabangela • Ukunikeza incazelo yamagama • Ukubona iphuzu lombhali • Okuyiqiniso nokungumbono • Incazelo eqondiwe **Bhala isigaba noma ukufingqa okwenziwe ngamaphuzu**	**Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala kudayari**	

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
5 & 6	**Amasu okulalela nokukhuluma ukulalela umbhalo ofundwa kuzwakale** • Kudlalwe umbhalo oqoshiwe • Amakhono okufunda afanele avezwa obala kubafundi • Ukusetshenziswa kwezimpawu zokuloba embhalweni ofundiwe • Ukuvula nokuvala **Inkulumompendulwano encike embhalweni ofundwa kuzwakale** • Ukwenza isinqumo ngesihloko • Ukubukeza izimiso • Izigameko eziyinkomba yokhondolo endabeni ezenza inkulumo-mpendulwano iqhubeke • Okwenziwa ababambe iqhaza • Ukuvula nokuvala • ukuzilungiselela • ukwethula	**Umbhalo wobuciko ofana nomdlalo** **Inqubo yokufunda:** • Ukulungiselela ukufunda (ukwethula umbhalo) • Ngesikhathi kufundwa (izimpawu zombhalo) • Emumva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuphikisana, ukuhlola **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • isakhiwo sangaphakathi senkondlo, izifenqo/izithombemagama, imvumelwano, isigqi • isakhiwo sangaphandle senkondlo, imigqa, amagama, indimana/istanza • incazelo engaqondile loko okushiwoyo/eyisifenqo • Umuzwa • indikimba nomyalezo **Ukufunda isifundo sokuqondisisa: isib. (inkulumo-mpendulwano)** • Inhloso, iqembu okubhekiswe kulo nesimo • Ukuchaza indikimba/umyalezo • Ukwenza umqondo osobala ngokuzicabangela • Ukunikeza umbono • Inkulumo eqonde ngqo neqondwe incazelo • Isimo senhlalolo nokwenzekayo okuthinta amasiko ombhalo nombhali	**Umbhalo wokudlulisa umyalezo isib. umbiko ngokwezehlakalo** • Uhlaka olushaya emhloleni • Inhloso • Ukuchema nokuthatha uhlangothi ngokwahlulela • Ukukhohlisa • Inkolelo engaguquki • Umqondo obalulekile, nowesekelayo • Ukulandelana ngendlela efanele kwemisho • Ukusebenzisa izihlanganiso ukuxhumanisa umusho ngendlela efanele • Ukusebenzisa imisho ehlukene, ngobude nangokwakheka **Ukubheka inqubo yokubhala** • Ukulungiselela ukubhala • Ukwakha uhlaka • Ukubukeza • Ukulungisa amaphutha • Ukufunda ngenhloso yokulungisa amaphutha nokwethula umbhalo **Ukubhala umbiko ngezinto ezenzekile kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** ubunye nobuningi **Umsebenzi osezingeni lemisho**: Inqubo; ukuqophisana/ukuphikisana Isigaba esichazayo; izigaba zokwethula nezokuvala; imisho; inkulumo; izwi ukuchema nokuthatha uhlangothi ngokwahlulela **Incazelo yamagama**: amagama asho izinto ezifanafanayo, amagama asho izinto eziphikisanayo **Izimpawu zokuloba nopelomagama**: abacaphuni; amaphethini opelomagama; izimpawu eziyiziphumuzi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	IZIMISO NEZAKHIWO ZOLIMI
7 & 8	**Ukulungiselela isivivinyo Ukukhuluma:** • inkulumo elungiselelwe/ inkulumompikiswano/inhlolokhono/ ingxoxo • ukufunda okulungiselelwe • ukufunda okungalungiselelwe **Ukulalela** • Ukulalela ngokuqondisisa	**Ukulungiselela isivivinyo ukukhuluma:** **Ukufunda** • Ukufunda isifundo sokuqondisisa • Ukufingqa • Imibhalo: yobuciko - Inoveli/izindaba ezimfishane/ izinganekwane - Umdlalo/isifundo sefilimu - Izinkondlo	**Ukulungiselela isivivinyo ukukhuluma:** **Ukubhala:** • Ama-iseyi • Imibhalo emide edlulisa umyalezo • Imibhalo emifishane edlulisa umyalezo	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi osezingeni lamagama:** ukubukeza **Umsebenzi osezingeni lemisho**: ukubukeza **Incazelo yamagama**: ukubukeza **Izimpawu zokuloba nopelomagama**: ukubukeza **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**
IMISEBENZI YOKUHLOLA OKUHLELEKILE NEYOKUPHELA KONYAKA YETHEMU YESI-4				
9 & 10	**UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO**		**UMSEBENZI WESI-2: ISIVIVINYO SOKUPHELA KONYAKA**	
	Inkulumo mpikiswano/ingxoxo/ingxoxo yamaqembu/inkulumompendulwano.		Iphepha loku- 1: Okukhulunywayo Iphepha lesi- 2: Ukuqondisisa, ulimi kanye nemibhalo yobuciko (amahora ama-2) Iphepha lesi- 3: Ukubhala (ihora)	

IBANGA LESI-9 ITHEMU YOKU-1 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**UKUSETSHENZISWA KOLIMI**
1 & 2	**Amasu okukhuluma kanye nokulalela** **Ingxoxo yeqembu**: **Ingxoxo**: Kulalelwa/kubukelwa isikhangiso bese kuxoxwa ngaso kulandelwa lezi zihlokwana: • Iphimbo • Isivinini • Ulimi oluchukuluza imizwa/ olukhohlisayo • Ifonti • Ukukhombisa ngomzimba **Isifundo sokuqondisisa: Isikhangiso** • Ukuqopha imibono-ngqangi kwenziwa amanothi • Ukwabelana ngemibono nesipiliyoni kuphindwe kukhonjiswe ukuqonda amagama asetshenziswayo • Ukutomula ulimi olunxenxayo/ oluvumisayo • Ukuphendula imibuzo	**Ukufunda/ukubukela ngenhloso yokuqondisisa (imibhalo ebukwayo afana nezikhangiso/amaphosta/ amakhathuni/imidweshu amafilimu)** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukuzitholela (abalingiswa, isizinda; umlayezo) • Ukufuna izincazelo zamagama angejwayelekile kusetshenziswa isu lokuhlasela amagama • Ulimi oluchukuluza imizwa • Ukukhombisa ngomzimba • Ukusetshenziswa kwezimpawu zokuloba kanye nefonti • Ukulungiselela ukufunda • ngenkathi kufundwa (izimpawu zombhalo) • Emuva kokufunda (kuphendulwa imibuzo, ukuqhathanisa, ukuhlola) **Imibhalo yobuciko: Inoveli/izindaba ezimfushane/imidlalo** • Ukulungiselela ukufunda (yethula umbhalo wobuciko) - Kubhekwa izimpawu zohlobo lombhalo wobuciko ezifana nesihloko, izihlokwana, imifanekiso nezithombe, ubukhulu nobuncane befonti, uhlobo lwefonti. - Kubhekwa izingxenye zencwadi ezifana nengaphandle lencwadi, ikhasi elinesihloko sencwadi, izahluko; iglosari • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, ukuhlolisisa)	**Imibhalo edlulisa imiyalezo:** **Izikhangiso/amaphosta** • Isakhiwo sombhalo • Inhloso yombhalo • Izimpawu zombhalo • Ukusetshenziswa kolimi • Irejista **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha • Ukwethula **Kubhalwa isikhangiso/iphosta**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** • Isipelingi kanye nezinhlobo zesipelingi • Izifinyezo **Umsebenzi ezingeni lemisho:** • Ukwakhiwa kwemisho • Amabizo • Izabizwana • Izichasiso • Izivumelwano • Imisho eqondile **Ulwazimagama esimweni olusetshenziswe kuso** **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
1 & 2		**Amasu okufunda** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu uqaphela okuthile • Ukufunda ngokuqaphelisisa • Ukufingqa • Ukuzakhela isithombe esithile ukhombisa ngomdwebo nangokunye • Ukucabangela izincazelo zamagama angejwayelekile ngokusebenzisa amasu okufuna izincazelo zamagama kanye nesiphetho		
3 & 4	**Amasu okukhuluma nokulalela** **Ukulalela umbhalo ofundwayo** • Akukhonjwe kuphinde kuphawulwe ngalokhu: - Ukusetshenziswa kwezwi - Ukusetshenziswa kwephimbo nesivinini - Ukusetshenziswa kweziphumuzi - Ukuqala kanye nokuphetha • Kuxoxa ngezimpawu ezibalwe ngenhla **Ukufunda kuzwakale/uphimisele okulungiselelwe** • Sebenzisa amakhono okukhuluma afana nephimbo, ukwehla nokwenyuka kwezwi, isivinini, ukukhishwa kwezwi, ukuphimisa amagama, ukufunda kugeleze • Abafundi bakhetha imibhalo abazozifundela wona maqede bawethule ekilasini	**Imibhalo yobuciko: Inoveli/izindaba ezimfushane/imidlalo** • Ingxoxo emayelana nezimpawu ezisemqoka zombhalo ezifana nabalingiswa, ukwehlukaniswa kwabalingiswa, isakhiwo, udweshu, isizinda, umxoxi; indikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo/qagela izigameko) - Indaba ngamafuphi/isizinda - Imibono eyehlukene ngesizinda • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo/zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, ukuhlolisisa)	**Ukubhala incwadi (yobungani) yokuncoma usizo oluthile/ yeseluleko esithile** • Isakhiwo sencwadi • Inhloso • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo)	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** • Isipelingi kanye nezinhlobo zesipelingi • Izifinyezo; ama-akhronimi • Iziqalo, iziqu, izijobelelo **Umsebenzi ezingeni lemisho**: • Amabizo, izabizwana; izichasiso • Izimpawu zokuloba • Izinkathi zesenzo, inkulumo-ngqo nenkulumo ewumbiko, ukwakhiwa kwemisho; izivumelwano **Ukuhlolisisa indlela ulimi olusetshenziswa ngayo**: Izisho, zaga; inhlonipho **Ulwazimagama esimweni olusetshenziswe kuso** **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
3 & 4		**Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi: izifengqo, imifanekisomqondo, imvumelwano, • Isakhiwo sangaphandle: amagama, imigqa, izitanza • Isitayela • Incazelo ecashile • Umoya • Indikimba kanye nomlayezo **Ukufunda/ukubukela okubonakalayo/imbhalo enhlobonhlobo** **Amasu okufunda** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu uqaphela okuthile • Ukukhombisa ngomzimba • Ukucabangela izincazelo zamagama angejwayelekile ngokusebenzisa amasu okufuna izincazelo zamagama - ukuchaza - ukuqagela	**Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa incwadi (yobungani) yokuncoma usizo oluthile/ yeseluleko esithile**	

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okukhuluma nokulalela** **Ukulalela ingxoxo ocingweni/ inkulumo-mpendulwano ephakathi komuntu omele inkampani ethile kanye nomthengi mayelana nengxabano ngesivumelwano esithile esephuliwe** • Iphimbo • Ukusetshenziswa kolimi • Irejista • Izimiso **Ukulingisa ingxabano ephakathi komuntu omele inkampani ethile kanye nomthengi mayelana nengxabano ngesivumelwano esithile esephuliwe** • Ukusetshenziswa kolimi • Iphimbo • Ukukhombisa ngomzimba • Ukwethula ubufakazi **Ukwethulwa**	**Ukufunda incwadi yesivumelwano phakathi komdayisi kanye nomthengi** • Isakhiwo sencwadi • Ukusetshenziswa kolimi • Isivumelwano uqobo • Ukubaluleka kokusayina • Isixazululo uma kuqubuka ingxabano **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo **Amasu okufunda/okubukela incwadi yesivumelwano yesifundo sokuqondisisa** **Amasu okufunda** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu uqaphela okuthile • Ukukhombisa ngomzimba • Isivumelwano uqobo, isibonelo, umbhalo, ingxabano kanye nesikhathi esizothathwa yisivumelwano • Ukuzitholela izincazelo zamagama angejwayelekile kusetshenziswa amasu okuzitholela izincazelo zamagama.	**Imibhalo edlulisa imiyalezo: ukubhala umbiko ngokutholakele ngengxabano phakathi komdayisi kanye nomthengi** • Isakhiwo sombiko • Inhloso • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa umbiko kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** izihlanganiso **Umsebenzi ezingeni lemisho**: Ukwakhiwa kwemisho, izinhlobo zemisho, inkulumo-ngqo kanye nenkulumo ewumbiko, ukubuza imibuzo, imisho lapho omenzi beyizinhloko zemisho kanye nemisho lapho omenziwa beyizinhloko zemisho **Izincazelo:** Izisho kanye nezaga **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi, izifinyezo; ama-akhronimi **Ulwazimagama:** Ulimi olusetshenziswa emqulwini yomthetho neziphezelo. **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okukhuluma nokulalela** **Ukufundela ukuqondisisa (Inkulumo-mpendulwano)** • Ukulalela inkulumo-mpendulwano • Qaphela lokhu: - Ulimi kanye namandla - Iphimbo - Umoya - Isingeniso kanye nesiphetho • Ukuphendula imibuzo **Okukhulunywayo: Inkulumo engalungiselwe** Khetha isihloko esifanele • Hlela ulwazi luhleleke kahle • Khetha ulwazimagama kanye nohlelo lolimi • Khetha isingeniso esihle kanye nesiphetho (esihle) • Uma kunesidingo, sebenzisa izinsiza ezibukwayo kanye nalezo ezilalelwa ziphinde zibukwe	**Umbhalo wobuciko ofana nezindaba ezimfusahane, inoveli** • Izimpawu ezigqamile zombhalo wobuciko: abalingiswa, okwenziwa ngabalingiswa, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni, isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo	**Ukubhala i-eseyi: elandisayo/ echazayo/eningayo (ecabangisisayo)** • Ukukhethwa kwamagama • Izwi kanye nesitayela • Ukuchaza kuzwakale • Iphimbo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukubhala umbhalo osabulembu ukuze kuhleke kahle imibono/ amaphuzu • Ukwethula i-eseyi izohlolwa **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha • Ukwethula **Kubhalwa i-eseyi kulandelwa inqubo yokubhala okubhalwayo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izenzo **Umsebenzi ezingeni lemisho**: Inkulumo-ngqo kanye nenkulumo ewumbiko **Izincazelo**: Izisho kanye nezaga **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipeling; ama-akhronimi. **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
7 & 8		**Isifundo sokuqondisisa: (umbhalo ocashunwe embhalweni wobuciko ofundwa kulesi sigaba)** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufundela ukuqondisisa • Ukuzitholela (abalingiswa, isizinda; umlayezo) • izincazelo zamagama • Umbono wombhali. • Iqiniso kanye nombono. • Incazelo eqondiwe.		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
9 & 10	**Amasu okukhuluma nokulalela** **Kulalelwa umbiko wephephandaba** • Isakhiwo • Izimpawu • Ukusetshenziswa kolimi • Iphimbo • Irejista • Isingeniso kanye nesiphetho **Kuxoxwa ngalokho okutholakele** **Ukwethula umbiko (okukhulunywayo)** • Uksetshenziswa kolimi • Irejista • Iphimbo • Ukukhombisa ngomzimba • Isingeniso kanye nesiphetho	**Ukufunda amaphephandaba/umbiko wephephabhuku** **Amasu okufunda** • Ukufunda ngokuqaphelisisa • izimpawu zombhalo, isib. Isakhiwo, abalingiswa, isizinda, kanye nombono womlandi. • Ukuzitholela izincazelo zamagama angejwayelekile kusetshenziswa amasu okuzitholela izincazelo zamagama • Incazelo okuyiyona kanye neqondiwe. **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Imibhalo emade edlulisa imiyalezo**: Umbiko/i-inthavyu • Izidingo zombhalo kanye nohlobo lombhalo • Isakhiwo, isitayela; umbono wombhali • Abafundi abaqondiwe, inhloso kanye nokuqukethwe • Ukukhethwa kwamagama • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) • Imithetho yokubhala izigaba **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa umbiko kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izindlela zesenzo - Indlela encikayo (encikile) Indlela ephoqayo Indlela yamandla Indlela eqondisayo Indlela yesimo **Umsebenzi ezingeni lemisho**: Imisho eqondile, imisho embaxa; imisho emagatshagatsha, izinkathi nesenzo; imisho lapho omenzi beyizinhloko zemisho kanye nemisho lapho omenziwa beyizinhloko zemisho **Izincazelo**: Izisho kanye nezaga, izincazelo ezisobala, izincazelo ezigudliselayo, ifanamsindo; ukwenzasamuntu **Izimpawu zokuloba kanye nesipelingi**: Amaphethini esipelingi, osokucaphuna, apholostofi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
9 & 10		**Ukufunda/ukubukela ukuze uqondisise (sebenzisa) amaphephandaba/umbiko wephephabhuku** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukuzitholela (abalingiswa, isizinda; umlayezo) • Ukuzitholela izincazelo zamagama angejwayelekile kusetshenziswa amasu okuzitholela izincazelo zamagama. • Ulimi oluchukuluza imizwa. • Ukuphendula imibuzo.		

UKUHLOLA ITHEMU YOKU-1		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SOKU-1**
Ukufunda okulungiselelwe/ingxoxo	I-eseyi/elandisayo Incwadi yobungani/ukubuyekeza/inkulumo-mpendulwano	Isifundo sokuqondisisa kanye nokusetshenziswa kolimi

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
IBANGA LESI-9 ITHEMU YESI-2 **OKUQUKETHWE**				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**UKUSETSHENZISWA KOLIMI**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
1 & 2	**Ukulalelela ukuqondisisa** **Ukulalela indaba** • Bona umqondo owumongo kanye naleyo eyesekelayo • Ukusetshenziswa kolimi • Irejista • Ukubuza imibuzo **Ingxoxo yesigungu/ingxoxo yeqembu: usiko** • Veza iqhaza lababambe iqhaza • Izikhulumi zikhuluma zidedelane • Chaza imibono yalabo ababambe iqhaza bese kufinyelelwa esivumelwaneni • Sebenzisa ulimi olufanele, isitayela kanye nerejista • Yethula	**Umbhalo wobuciko ofana nomdlalo/izindaba ezimfusahane inganekwane/inoveli** **Amasu okufunda** • Ukufunda ngokuqaphelisisa. • Izimpawu ezigqamile zombhalo wobuciko: isakhiwo, abalingiswa, isizinda kanye nombono womlandi. • Ukuzitholela izincazelo zamagama angejwayelekile kusetshenziswa amasu okuzitholela izincazelo zamagama • Ukusetshenziswa kolimi kanye nesitayela. **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Imibhalo edlulisa imiyalezo: ukugcwalisa idayari, umthethosisekelo/inqubomgomo** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha • Ukwethula **Kubhalwa (kugcwaliswa) idayari/ umthethosisekelo/Inqubomgomo kusetshenziswa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Isiqu, iziqalo, izijobelelo kanye nezabizwana **Umsebenzi ezingeni lemisho:** Izinhlobo zemisho, Inkulumo-ngqo, inkulumo ewumbiko, izwi kanye nezinkathi zesenzo **Izincazelo zamagama:** Izisho kanye nezaga, inkulumo enencazelo eqondile kanye nenkulumo enencazelo ecashile **Izimpawu zokuloba kanye nesipelingi**: Osokucaphuna, amaphethini esipelingi kanye nezifinyezo **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
1 & 2		**Ukufunda/ukubukela umbhalo ukuze uthole kutholakale ulwazi: Incwadi yefa kanye nesitatimende** • Ukufunda ngokuqaphelisisa kanye nokubukisisa. • Inhloso yombhalo. • Ukusetshenziswa kolimi. • Abalingiswa kanye nesithombe. • Ulwazi ngokuqhubekayo kanye newili. • Umlayezo kanye nendikimba • Ukufingqa umbhalo **Ukufingqa** • Isakhiwo • Ukusetshenziswa kolimi • Isakhiwo		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okukhuluma nokulalelal** **Ukulalelala ukuqondisisa: Ibhayografi/ukulingisa inkulumo ekuqoshiwe** • Chaza amasu enqubo yokulalela • Phendula imibuzo ngokuyibhala phansi **Ukufunda okungalungiselelwe** • Ukusetshenziswa kwezwi, iphimbo kanye nesivinini • Izimpawu zokuloba • Ukukhombisa ngomzimba • Ukuxhumana nezethameli	**Ukufunda umbhalo wobuciko, isib. Umdlalo/izindaba ezimfushane/ inganekwane** • Izimpawu zombhalo wobuciko • Ukukhombisa ukukhula kwesakhiwo kanye nodweshu, ukuvezwa kwabalingiswa, uguquko endabeni, isizinda, iqhaza lomlandi, indikimba kanye isiphetho. **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Izinkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Ukubhala: Ukubuyekeza umbhalo (umbhalo engalungiselelwe efundiwe) ebhaliwe** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa isibuyekezo/umbhalo obhaliwe kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izenzo, iziqu, iziqalo kanye nejobelelo **Umsebenzi ezingeni lemisho:** Imisho emagatshagatsha, inkulumo-ngqo kanye nekulumo ewumbiko **Izincazelo zamagama:** Izisho nezaga **Izimpawu zokuloba kanye nesipelingi**: Osokucaphuna, izinhlobo zesipelingi kanye nezifinyezo **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
3 & 4		**Ukufunda/ukubukela imibhalo isib. neziqeshana zephephandaba/ ama-athikhili ephephabhuku ngenhloso yokuthola ulwazi kanye nokuqondisisa** **Amasu okufundela ukuqondisisa indatshana ecashunwe encwadini** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufundela ukuqondisisa • Inhloso kanye nabafundi abaqondiwe • Ukuzitholela izincazelo kanye nesiphetho • Iqiniso kanye nombono • Ukunikeza/ukuvezwa umbono wakho • Ukuzitholela izincazelo zamagama angejwayelekile • Ukukhomba ulimi oluchukuluza imizwa **Ukufingqa umbhalo**		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okukhuluma nokulalela** **Ukulalela umbhalo ofana ne-inthavyu/inkulumo/ukuxoxa indaba ukuze iqondisiswe** • Ukubhala amanothi ngesikhathi ulalele • Ukulalela ngokuhlolisisa **Ingxoxo yeqembu/ingxoxo yesigungu** • Ukubamba ingxoxo emayelana nombhalo olaleliwe • Ukunikezelana amathuba lapho kukhulunywa • Ababambe iqhaza • Izimiso	**Ukufunda umbhalo wobuciko ofana nomdlalo/izindaba ezimfushane/ inganekwane** • Izimpawu zombhalo wobuciko • Ukukhombisa ukukhula kwesakhiwo kanye nodweshu, ukuvezwa kwabalingiswa, uguquko endabeni, okuqhubeka endabeni, isizinda, iqhaza lomlandi, indikimba kanye nesiphetho. **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Ukubhala imibhalo edlulisa imiyalezo: i-ajenda kanya namaminithi omhlangano** • Ukukhethwa kwamagama • Izwi kanye nesitayela • Ukuchaza kuzwakale • Iphimbo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukubhala umbhalo osabulembu ukuze kuhleke kahle imibono/ amaphuzu • Ukwethula indaba ukuze imakwe uthisha **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa isimemo somhlangano, i-ajenda namaminithi omhlangano kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Iziqu, iziqalo, izijobelelo kanye izichasiso **Umsebenzi ezingeni lemisho:** Incazelo yesigaba, isigaba esiyisingeniso, isigaba esiyisiphetho, izinkathi zesenzo, izakhiwo zemisho kanye nezinhlobo zemisho **Izincazelo zamagama:** Izisho nezaga **Izimpawu zokuloba kanye nesipelingi**: amaphethini esipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
5 & 6		**Ukufunda/ukubukelela ukuqondisisa (Sebenzisa okubhaliwe kanye noma imibhalo ebukelwayo efana namakhathuni/izithombe zamafilimu)** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufundela ukuqondisisa • Ukuzitholela izincazelo (abalingiswa, isizinda kanye nendikimba) • Ukuzitholela izincazelo zamagama angajwayelekila kusetshenziswa amakhono okuhlakaza amagama • Ukukhomba ulimi oluchukuluza imizwa **Ukubukeza isakhiwo sokufingqa**		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okukhuluma nokulalela** **Ukulalela isikhangiso esiqoshiwe/ isikhangiso somsakazo** • Ukusetshenziswa kolimi • Iphimbo • Isivinini • Izimiso • Ukubhala amanothi **Ukwethula okukhulunywayo: ukuhlaziya isikhangiso** • Chaza izinkomba ezifana nefonti, ubukhulu bombhalo kanye nezithombe • Chaza ukusetshenziswa kolimi olukhohlisayo • Chaza ukuthi ukweqiwa kolwazi oluthile, ukufinyeza kanye nokuthi ulimi lusetshenziswa kanjani ukukhohlisa labo abalalele	**Ukufunda/ukubukela imibhalo efana nezikhangiso/amakhathuni/amagrafu** Sebenzisa izindlela zokufunda/ zokubukelela ukuthola ulwazi kanye nokuqondisisa. • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufundela ukuqondisisa • Inhloso kanye nabafundi abaqondiwe • Ukuzitholela izincazelo kanye nesiphetho • Ukukhomba ulimi olukhohlisayo • Umphumela wokukhetha kanye nokweqa encazelweni yegama • Ukuthola ukuthi ulimi kanye nemifanekisomqondo kuzilolonga kanjani izinkolelo kanye nezindlela abantu abacabanga ngazo. • Umphumela wokusetshenziswa kwezinhlobo ezehlukene zefonti, izihlokwana kanye nemibhalo emincane echaza okuthile encazelweni **Ukufingqa:** Ukubukeza **Umbhalo wobuciko:** Ukubukeza	**Umbhalo omfushane odlulisa umyalezo: ukubuyekeza isikhangiso** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula- **Kubhalwa isibuyekezo sesikhangiso**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Amabizo (abonakalayo nangabonakaliyo) kanye nezabizwana **Umsebenzi ezingeni lemisho:** Izinkathi zesenzo, izigaba, izivumelwano, izakhiwo zemisho, imisho lapho omenzi beyizinhloko zemisho kanye nemisho lapho omenziwa beyizinhloko zemisho, inkulumo-ngqo kanye nenkulumo ewumbiko **Izincazelo zamagama:** Omabizwafane kanye nophimbohluka **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi kanye nezifinyezo **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

	UKUHLOLA KWETHEMU YESI-2		
	UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: IZIVIVINYO ZAPHAKATHI NONYAKA**
9 & 10	Ukufunda okungalungiselelwe/inkundla/ingxoxo yeqembu	Ukubuyekeza/umbhalo/uhlelo lwengxoxo/isimemo/i-ajenda yomhlangano/namaminithi/izaziso	Iphepha 1: Okukhulunywayo nokulalelwayo Iphepha 2: Isifundo sokuqondisisa, ukusetshenziswa kolimi (Amahora ama-2) Iphepha 3: Ukubhala (Ihora) Iphepha 4: Inganekwane (Ihora)

IBANGA LESI-9 ITHEMU YESI-3 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUBHALA NOKWETHULA**	**UKUSETSHENZISWA KOLIMI**
1 & 2	**Inkulumo-mpendulwano/ingxoxo yokwenza isivumelwano** Ukulalela ingxoxo yokwenza isivumelwano phakathi kwabantu ababili (inkulumo-mpendulwano) • Isakhiwo kanye nokuthuthukiswa kwemiqondo (kwemibono) • Ukusebenzisa amakhono engxoxo yokwenza isivumelwano ukuze kufinyelelwe esivumelwaneni **Ingxoxo ebhekiswe ekuqondeni incwadi yefa kanye nesitatimende** • Ukusetshenziswa kolimi • Ukukhohlisa • Ukunikezelana ngethuba lokukhuluma • Ukuvula kanye nokuvala • Isinqumo	**Ukufunda incwadi yefa efingqiwe kanye nesitatimende** • Ababambe iqhaza • Usuku • Oyigcinile/ehlelile kuye • Umnikazi • Ulimi ebhalwe ngalo • Indlela eyokhishwa ngayo **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula umbhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Umbhalo odlulisa umyalezo: Ukubhala i-wili/isitatimende** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa i-wili/isitatimende**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Amabizo abonakalayo nangabonakaliyo kanye nezichasiso **Umsebenzi ezingeni lemisho:** Inkulumo-ngqo nenkulumo ewumbiko, izinkathi zesenzo, izinhlobo zemisho, izinhlobo zezigaba, imisho lapho omezi beba yiznhloko zemisho kanye nemisho lapho omenziwa beba yizinhloko zemisho, amabinzana kanye nemishwana **Izincazelo zamagama:** Omabizwafane kanye nophimbohluka **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
1 & 2		**Ukufundela ukuqondisisa kanye namasu okufunda: imibhalo ebukelwayo - amakhathuni** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukuqagula • Ukuzitholela izincazelo zamagama angejwayelekile kanye nemifanekisomqondo • Ukubuyekeza ngenhloso yokuqondisisa • Umphumela wokukhetha kanye nokweqa encazelweni yegama • Umphumela wenqubo yokusebenzisa ukufengqa kanye nemibuzombumbulu • Umphumela wokusebenzisa isu lezinto ezibonakalayo		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
3 & 4	**Amasu okukhuluma nokulalela** **Ukulalela i-inthavyu** • Ukuchaza iqhaza lalabo ababambe iqhaza • Ukusetshenziswa kolimi • Ulimi kanye namandla **Ukuxoxa nge- CV njengenye yezidingo zokufuna umsebenzi/ ukwemukelwa** • Ulwazi • Ukufaneleka/ukuqondana • Abantu abangaphawula ngomuntu (ofuna umsebenzi) • Ukuxhumana kwe-CV kanye nencwadi ehambisana nayo	**Ukufunda umbhalo wobuciko ofana nenoveli/izindaba ezimfushane** • Ukubheka ngokukhethekile izimpawu zombhalo wobuciko • Ukukhombisa ukukhula kwesakhiwo kanye nodweshu, ukuvezwa kwabalingiswa, uguquko endabeni, okuqhubeka endabeni, isizinda, iqhaza lomlandi, indikimba kanye nesiphetho. **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Imibhalo edlulisa imiyalezo: i-CV kanye nencwadi ehambisana nayo** • Izidingo zesakhiwo kanye nesitayela • Abafundi abaqondiwe, inhloso kanye nokuqukethwe • Ukukhethwa kwamagama, ukufengqa, uphawu, umbala; indawo • Izakhiwo zemisho, ubude nezinhlobo • Ukubukeka kwayo **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha ukwethula **Kubhalwa i-CV kanye nencwadi ehambisana nayo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izichasiso **Umsebenzi ezingeni lemisho:** Inkulumo-ngqo nenkulumo ewumbiko, izinkathi zesenzo, izinhlobo zemisho, izinhlobo zezigaba, imisho lapho omenzi beba yizinhlokoo zemisho kanye nemisho lapho omenziwa beba yizinhloko zemisho, amabinzana kanye nemishwana **Izincazelo zamagama:** Omabizwafane kanye nophimbohluka **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
3 & 4		**Amasu okufundela ukuqondisisa** (Sebenzisa imibhalo eabhaliwe kanye nebukelwayo) • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukuqagula • Ukuzitholela izincazelo zamagama angejwayelekile kanye nemifanekiso • Umphumela wokukhetha kanye nokweqa encazelweni yegama • Umphumela wesu lokusebenzisa ulimi olunezincazelo ezicashile kanye nemibuzombumbulu • Umphumela wesu lokusebenzisa izinto ezibonakalayo		
5 & 6	**Amasu okukhuluma nokulalela** **Ukulalela inkulumo-mpikiswano emsakazweni/kuthelevishini** • Ababambe iqhaza • Ukusetshenziswa kwezwi • Isivinini • Ukwethula isiphakamiso kanye nokusisekela/nokusivikela • Ukwethula amaphuzu aphikisayo • Isinqumo • Ukubhala amanothi • Ukuxoxa kanye nokwabelana ngamanothi	**Ukufunda umbhalo wobuciko ofana nenoveli/izindaba ezimfushane/ inganekwane (inganeko-zilwane, umzekeliso, inganeko-zilwane, insumo kanye nensumansumane)** • Izimpawu zombhalo wobuciko: isakhiwo, abalingiswa, isizinda, udweshu, uphawu, ukubaluleka kwemisindo, imifanekisomqondo **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo/qagela izigameko) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe)	**Ukubhala indaba: elandisayo/ echazayo/eningayo (ecabangisisayo)** • Ukukhethwa kwamagama • Izwi kanye nesitayela • Ukuchaza kuzwakale • Iphimbo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukubhala umbhalo osabulembu ukuze kuhleke kahle imibono/ amaphuzu • Ukwethula indaba ukuze imakwe uthisha	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izihlanganiso kanye nezenzo **Umsebenzi ezingeni lemisho:** Inkulumo-ngqo nenkulumo ewumbiko, izinkathi zesenzo, izinhlobo zemisho, imisho lapho omenzi beba yizinhloko zemisho kanye nemisho lapho omenziwa beba yizinhloko zemisho kanye nezinhlobo zezigaba **Izincazelo zamagama:** Incazelo esobala, incazelo ecashile, ifanamsindo (ifanangwaqa nefanangwaqa), inhlonipho, ifuzamsindo kanye noteku **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
5 & 6	**Ukubamba iqhaza kunkulumo-mpikiswano** • Ukuxoxisana ngezimiso • Ukusetshenziswa kolimi • Ukwethula isiphakamiso kanye nokusisekela/ nokusivikela • Ukwethula amaphuzu aphikisayo • Ababambe iqhaza • Isinqumo	**Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo. **Ukufunda/ukubukelela ukuqondisisa** (Imibhalo ebhaliwe kanye nebukelwayo) **Amasu** • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola amaphuzu asekelayo • Ukufunda ngokuquphelisisa • Ukuqagula • Ukuzitholela izincazelo zamagama angejwayelekile kanye nemifanekisomqondo • Imibono ewumongo kanye neyesekelayo • Umphumela wokukhetha kanye nokweqa encazelweni yegama • Umphumela wokusebenzisa izifenqo nezakhiwo zenkulum o ecashile • Ukucabangela umbhali kanye nesiphetho **Ukufingqa umbhalo**	**Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa indaba kulandelwa inqubo yokubhala**	

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
7 & 8	**Amasu okukhuluma nokulalela** **Ukulalela inkulumo eyethulwa yilunga lomphakathi elihloniphekile** • Ukusetshenziswa kolimi • Echemayo nebandlululayo • Izinkolelo ezingaguquki • Iphimbo • Ulimi kanye namandla • Ukuphendula imibuzo **Inkulumo elungiselelwe** Abafundi benza ucwaningo noma uphenyo njengomsebenzi wokuzilungiselela. • Izimiso zokwethula inkulumo • Ukukhombisa ngomzimba • Isingeniso kanye nesiphetho • Ukusetshenziswa kolimi	**Umbhalo wobuciko ofana nezindaba ezimfushane kanye nenoveli** • Izimpawu zombhalo wobuciko: abalingiswa, okwenzekayo, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Umbhalo odlulisa umyalezo: ikhadi lesimemo** • Izidingo zesakhiwo kanye nesitayela • Abafundi abaqondiwe, inhloso kanye nokuqukethwe • Ukukhethwa kwamagama, ukufengqa; ukuchaza okucacile • Izinhlobo zemisho (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa ikhadi lesimemo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** izichasiso **Umsebenzi ezingeni lemisho:** Isigaba esichazayo Isigaba umuntu asibhala ngendlela ethandwa nguyena Isigaba esehlukanisayo **Izincazelo zamagama:** Igama elilodwa elimele amaningi **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
7 & 8		**Ukufunda/ukubukela/ukuqondisisa** (Imibhalo ebhaliwe kanye nebukelwayo) • Ukufunda ngokushesha ukha phezulu • Ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukuqagula • Ukuzitholela izincazelo zamagama angejwayelekile kanye nemifanekiso • Imibono ewumongo kanye neyesekelayo • umbono ongowakho • Ukufingqa • Umphumela wokukhetha kanye nokweqa encazelweni yegama • Umphumela wesu lokusebenzisa ulimi olunezincazelo ezicashile kanye nemibuzombumbulu • Umphumela wesu lokusebenzisa izinto ezibonakalayo • Ukucabangela umbhali kanye nesiphetho		

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
9 & 10	**Amasu okukhuluma nokulalela** **Ukuxoxa indaba** • Qaphela lokhu: amakhono okukhuluma, iphimbo, ukuphimisa kahle amagama, isivinini, indlela yokubiza amagama, ukubheka izethameli, indlela yokuma kanye nokusebenzisa izitho zomzimba • Izimiso kanye nezimpawu zendaba **Inkulumo-mpendulwano: ukulingisa inkulumo-mpendulwano** • Ukusetshenziswa kolimi • Ukunikezelana amathuba lapho kukhulunywa • Ukukhombisa ngmzimba • Izimpawu zombhalo	**Ukufunda umbhalo wobuciko ofana nomdlalo** • Izimpawu zombhalo wobuciko: abalingiswa, okwenzekayo, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Umbhalo odlulisa umyalezo; inkulumo-mpendulwano** • Ukukhethwa kwamagama • Izwi kanye nesitayela • Ukuchaza kucace • Iphimbo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukubhala umbhalo osabulembu ukuze kuhleke kahle imibono/ amaphuzu • Ukwethula indaba ukuze imakwe uthisha **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa i-ajenda namaminithi kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izenzo, ukubuza imibuzo kanye nesabizwana sokukhomba **Umsebenzi ezingeni lemisho:** Inqubo, ukulandelana kwezinto ngokubaluleka kwazo kanye nesigaba esisongayo **Izincazelo zamagama:** Igama elilodwa elimela amaningi **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUBHALA NOKWETHULA	UKUSETSHENZISWA KOLIMI
9 & 10		**Isifundo sokuqondisisa (umbhalo ocashunwe embhalweni wobuciko ofundwayo)** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukuzitholela okuqondiwe • Izincazelo zamagama • Umbono wombhali • Iqiniso kanye nombono • Incazelo eqondiwe		

UKUHLOLA KWETHEMU YESI-3		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SESIBILI**
Inkulumo elungiselelwe/umdlalo wokulingisa/inkulumo mpendulwano/ingxoxo ye-CV/incwadi yefa/isitatimende.	Indaba echazayo/elandisayo/ejeqezayo/edaza inkani I-CV kanye nencwadi ehambisana nayo	Isifundo sokuqondisisa kanye nokusetshenziswa kolimi

IBANGA LESI-9 ITHEMU YESI-4 OKUQUKETHWE				
AMASONTO	**UKULALELA NOKUKHULUMA**	**UKUFUNDA NOKUBUKELA**	**UKUFUNDA NOKUBUKELA**	**UKUSETSHENZISWA KOLIMI**
1 & 2	**Ukulalelela ukuqondisisa** • Phawula ngokuhlaziyisisa imibhalo ehlukahlukene • Ukulalela ngenhloso yokuthola/ yokuzuza ulwazi oluthile • Ukulalela kanye nokuthokozela imizekeliso kanye nezihloko • Ukuphendula imibuzo **Inqubo yomhlangano** • Ababambe iqhaza • Izimiso zomhlangano • Ukunikezana amathuba okukhuluma • Ukusetshanziswa kolimi • Indlela yokuphikisana emhlanganweni • Isingeniso kanye nesiphetho	**Umbhalo wobuciko ofana nezindaba ezimfushane kanye nenoveli** • Izimpawu zombhalo wobuciko: abalingiswa, okwenzekayo, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Umbhalo omude odlulisa umyalezo: incwadi yokucela isikhala** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa incwadi yokufaka isikhalazo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izenzo **Umsebenzi ezingeni lemisho:** Inkulumo-ngqo nenkulumo ewumbiko, imisho lapho omenzi beba yizinhloko zemisho kanye nemisho lapho omenziwa beba yizinhloko zemisho **Izincazelo zamagama:** Amagama angacacile, amagama asetshenziswa ngokweqile, ukuphindaphinda, ulimi olukhulunywa ikakhulukazi yintsha, yasemalokishini kanye nolimi oluqondwa kuphela yilabo abalusebenzisayo **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi. **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUFUNDA NOKUBUKELA	UKUSETSHENZISWA KOLIMI
1 & 2		**Isifundo sokuqondisisa (umbhalo ocashunwe embhalweni wobuciko ofundwayo)** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukucabangela • Izincazelo zamagama • Umbono wombhali • Iqiniso kanye nombono • Incazelo eqondiwe		
3 & 4	**Amasu okukhuluma nokulalela** **Ukulalelela ukuqondisisa (Akusetshenzisiswe inkulumo-mpendulwano eqoshiwe)** • Ukulalela inkulumo-mpendulwano • Ukubhala amanothi - Ulimi kanye namandla - Iphimbo - Umoya - Isingeniso kanye nesiphetho • Ukuphendula imibuzo **Ingxoxo yesigungu/ingxoxo yeqembu** • Ababambe iqhaza • Izimiso zengxoxo yesigungu • Ukunikezana amathuba okukhuluma • Ukusetshenziswa kolimi • Indlela yokuphikisana engxoxweni • Isingeniso kanye nesiphetho Iqembu lixoxa ngezihloko ezisematheni	**Umbhalo wobuciko ofana nezindaba ezimfushane kanye nenoveli** • Izimpawu zombhalo wobuciko: abalingiswa, okwenzekayo, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe)	**Umbhalo edlulisa umyalezo: i-imeyili** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo)	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Amabizoqho kanye namabizongxube **Umsebenzi ezingeni lemisho:** Inqubo, ukulandelana kwezinto ngokubaluleka kwazo kanye nesigaba esisongayo **Izincazelo zamagama:** Izinkolelo ezingaguquki, ukubandlulula kanye nolimi oluchukuluza imizwa **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUFUNDA NOKUBUKELA	UKUSETSHENZISWA KOLIMI
3 & 4		**Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo. **Isifundo sokuqondisisa (umbhalo ocashunwe embhalweni wobuciko ofundwayo)** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola ulwazi oluthile • Ukufunda ngokuqaphelisisa • Ukucabangela • Izincazelo zamagama • Umbono wombhali • Iqiniso kanye nombono • Incazelo eqondiwe	**Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa i-imeyili kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Izimpawu zokuloba kanye nesipelingi**: Izinhlobo zesipelingi kanye izifinyezi ezi-4: 1. Izifinyezo ezejwayelekile • Mnumzane - Mnu. • Isibonelo - isib. 2. I-akhronimi I-Acquired • Immuno Deficiency Syndrome - AIDS 3. Izifinyezo ezisebenzisa uhlamvu lokuqala lwegama ngalinye • Thulani Amos Nene - T.A.N • African National Congress - ANC 4. Izifinyezo ezisuselwa emagameni ngokuthatha ingxenye ethile egameni ngalinye • Thandiwe – Thandi • Bongumusa - Musa **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUFUNDA NOKUBUKELA	UKUSETSHENZISWA KOLIMI
5 & 6	**Amasu okukhuluma nokulalela** **Ababambe iqhaza baveza isimo esithile** • Isimo sivezwe ngokucacile • Ababambe iqhaza behlukaniswa kahle • Ulimi kumele luhambisane nesimo esivezwayo • Ukulingisa kuvezwa into ethile esimweni ezithile **ngxoxo** • Khetha izimo kanye nezihloko ezifanelekile • Izimiso zokukhuluma • Ulimi kanye namandla • Ababambe iqhaza	**Umbhalo wobuciko ofana nezindaba ezimfushane kanye nenoveli** • Izimpawu zombhalo wobuciko: abalingiswa, okwenzekayo, inkulumo-mpendulwano, isakhiwo, udweshu, okwenzeka endabeni isizinda, umlandi kanye nendikimba **Inqubo yokufunda** • Ukulungiselela ukufunda (yethula uhlobo lombhalo) • Ngesikhathi kufundwa (phawula ngezimpawu zombhalo) • Ngemumva kokufunda (akuphendulwe imibuzo, kuqhathaniswe, kwehlukaniswe, kuhlaziywe) **Ubunkondlo** • Izimpawu ezibalulekile zenkondlo • Isakhiwo sangaphakathi senkondlo: izifengqo, imifanekisomqondo, imvumelwano nesigqi • Isakhiwo sangaphandle senkondlo: imigqa, amagama nezigaba/izitanza • Isitayela sombhali • Ukufengqa • Umoya wenkondlo • Indikimba kanye nomyalezo.	**Umbhalo odlulisa umyalezo: umlando kamufi/ukugcwalisa idayari/ikhadi lesimemo** • Isakhiwo sombhalo • Inhloso yombhalo • Amaphuzu awumongo kanye namaphuzu asekelayo • Ukusetshenziswa kolimi • Irejista • Ukuhleleka kahle kwemisho • Ukusetshenziswa kwezihlanganiso ukuqinisekisa ukuxhumana kahle kwemisho • Ukusetshenziswa kwezinhlobo zemisho ezehlukene (ubude nezakhiwo) **Gxila kulokhu okulandelayo:** **Inqubo yokubhala** • Ukuhlela • Ukubhala izinhlaka zokuqala • Ukubuyekeza • Ukufunda ngokuqaphelisisa ukuze ucacise • Ukulungisa amaphutha, ukwethula **Kubhalwa umlando kamufi/idayari/ ikhadi lesimemo kulandelwa inqubo yokubhala**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** Izenzo kanye namabizo **Umsebenzi ezingeni lemisho:** Ukuchaza: imbangela nomthelela **Izincazelo zamagama:** Ukuguquka encazelweni, ukusebenzisa ulimi ngezinhloso ezithile; igama elilodwa elimele amaningi **Izimpawu zokuloba kanye nesipelingi**: Amaphethini zesipelingi **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**

AMASONTO	UKULALELA NOKUKHULUMA	UKUFUNDA NOKUBUKELA	UKUFUNDA NOKUBUKELA	UKUSETSHENZISWA KOLIMI
5 & 6		**Ukufundela ukuqondisisa (umbhalo ocashunwe embhalweni wobuciko enikiziwe)** • Ukufunda ngokushesha ukha phezulu, ukufunda ngokukha phezulu ngenhloso yokuthola umfanekisomqondo • Ukufunda ngokuqaphelisisa • Ukucabangela • Izincazelo zamagama • Umbono wombhali • Iqiniso kanye nombono • Incazelo eqondiwe **Ukubhala iphuzu noma isigaba (ipharagrafu)**		
7 & 8	**Amasu okulalela nokukhuluma** **Kuyabukezwa**	**Ukufunda nokubukela:** **Kuyabukezwa: izimpawu ezisemqoka zemibhalo yobuciko, izimpawu nezimiso zokusetshenziswa kolimi**	**Ukubhala:** **Kuyabukezwa: ukubhalwa kwemibhalo** **Inqubo yokubhala imibhalo**	**Ukugcizelelwa kwezakhiwo nezimiso zolimi zenziwe emasontweni edlule** **Umsebenzi ezingeni lamagama:** **Kuyabukezwa** **Umsebenzi ezingeni lemisho**: **Kuyabukezwa** **Izincazelo zamagama**: Igama elilodwa elimele amagama amaningi **Izimpawu zokuloba kanye nesipelingi**: Amaphathini zesipelingi. **Ulwazimagama olusetshenziswa engqikithini** **Umsebenzi wokwengeza othathelwe emsebenzini wabafundi obhalwayo**
IMISEBENZI YOKUHLOLA OKUHLELEKILE NEYOKUPHELA KONYAKA YETHEMU YESI-4				
	UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO		**UMSEBENZI WESI-2: UKUHLOLA KOKUPHELA KONYAKA**	
9 & 10	Inkulumo-mpikiswano/i-inhlolokhono/ingxoxo/inkulumo elungiselelwe/inkulumo engalungiselewe. Inkundla/ingxoxo yomkhandlu/ukulalela isifundo sokuqondisisa/inqubo yomhlangano.		Iphepha 1: Okukhulunywayo Iphepha 2: Isifundo sokuqondisisa; Ukusetshenziswa kolimi (Amahora ama-2) Iphepha 3: Ukubhala (ihora) Iphepha 4: Inganekwane (Ihora)	

ISIGABA SESI-4: UKUHLOLA ULIMI LOKWENGEZA LOKUQALA

4.1 ISINGENISO

Ukuhlola inqubo ehleliwe eqhubekayo yokuhlonza, yokuqoqa, nokuhumusha ulwazi lokuthi abafundi basebenze kanjani.Kufaka izigaba ezine: ukwakha nokuqoqa ubufakazi bomphumela, ukulinganisa ngenhloso yokuhlola ubufakazi, ukubhala okutholakele kanye nokusetshenziswa kolwazi ukuqonda nokukwazi ukusiza ukuthuthuka komfundi ukuze kwenziwe ngcono inqubo yokufunda nokufundisa.

Ukuhlola kumele kwenzeke ngazo zombili lezindlela, okuhlelekile (ukuhlola ukuze kufundwe) nokungahlelekile (ukuhlola kokufunda). Kukho kokubili lokhu kuhlola kubalulekile ukuthi abafundi baziswe njalo indlela abenze ngayo ekuhlolweni kwabo ukuze kukhule ubungcweti ekufundeni.

Ukuhlola izilimi kuyinto eqhubekayo, kweseka ukukhula nokuthuthuka kwabafundi.kuyingxenye esemqoka yokufundisa nokufunda inikeza indlela okufundiswe nokufundwe ngayo.kumele kuhlanganiswe ekufundiseni nasekufundeni kunokuthi kusetshenziswe njengento ezimele.Ukuhlola okuhlanganisiwe kwezinhlaka ezihlukene zolimi kumele kwenziwe.Isibonelo, singaqala ngokufunda isiqephu bese senza isifundo sokuqondisisa.Kungenziwa imibuzo ngolwazi lolimi ethathelwe endabeni efundiwe.Emumva kokufunda abafundi kumele baphendule umbhalo/indaba, isibonelo, ngokubhala incwadi ngezinto eziphakanyisiwe embhalweni/endabeni noma babhale izimpendulo abaziqambele zona ngokuqukethwe umbhalo/indaba.Ukusonga lomsebenzi, kungenziwa ingxoxo ngesihloko ngale ndlela kungenziwa wonke amakhono olimi emsebenzini owodwa ogelezayo, ohlanganisiwe.

Ukuhlola amakhono olimi ahlukene akufanele kubukwe njengomsebenzi ozimele kodwa njengomsebenzi owodwa ohlanganisiwe.Irubriki yokuhlola kumele ihlangabezane namakhono olimi ahlukene kumsebenzi ohlolwayo.

Amakhono okulalela abafundi, ikhono lokukhuluma, ukukwazi ukuphendula imibuzo, ukuhlanganyela engxoxweni kanye namakhono okubhala kumele abhekwe nsukuzonke lapho kunesidingo.

Kubalulekile futhi ukuthi ukuqonda kwabafundi abakufundayo kuhlolwe hhayi nje ukukwazi ukubona nokuhlukanisa amagama.Ukuhlolwa kokufunda kufanele kwenziwe njalo kungabi ukuhlola okwenziwa kanye. Ukuhlola kokufunda okuhlelekile kumele kugxile ekufundeni kuzwakele nasemisebenzini esiza uthisha ukuthola ukuthi umfundi uqonda kangakanani, isibonelo, ukuphinda axoxe indaba noma aphendule imibuzo.

Ukuhlolwa komsebenzi obhaliwe kuzogxila kuqala kwikhono lomfundi lokudlulisa ukuqonda, nokubheka ukuthi babhale ngokuyikho, isibonelo. ukusetshenziswa kwezakhiwo zolimi ngokufanele, ukupela kanye nezimpawu zokubhala.Konke ukuhlola kumele kuqonde ukuthi ukufundwa kolimi kuyinto eqhubekayo abafundi ngeke bakhiphe isiqephu somsebenzi oyikho/oqondile ngesihlandla sokuqala.Ngakho ke izigaba ezihlukene zenqubo yokubhala kumele zihlolwe.

Uma kwenziwa umsebenzi ohlelekile, kuzogxilwa kwikhono elithize, isibonelo Ukulalela nokukhuluma, Ukufunda noma Ukubhala.ngoba ukufundwa kolimi kuyinqubo ehlanganisiwe, kuzosetshenziswa ngaphezu kwekhono elilodwa. Izakhiwo zolimi kumele zihlolwe engqikithini.uthisha kumele aqinisekise ukuthi ukuhlola akwenziwa ngemisebenzi ebhalwayo kuphela, kepha nangemisebenzi eyenziwayo nangokukhuluma.Kubalulekile ukuhlola lokho abafundi abakuqondayo kungabi abakufake ekhanda nje, ngakho ke hlola amakhono engqikithini, isib. Abafundi bangawapela wonke amagama ngokuyikho uma kuhlolwa ngoLwesihlanu, kepha bayakwazi yini ukuwasebenzisa lawomagama ngokuyikho uma bebhala izindaba zabo noma indaba?

Ukufundisa nokuhlola izilimi kumele kubhekelele ukufakwa kwabo bonke abafundi, kumele kutholwe amasu okusiza bonke abafundi ukufinyelela noma ukukhipha imibhalo yolimi. Uhlelo lokuhlola livumela ukuhlola okuqoqayo, okungaba ukubhala isivivinyo ekupheleni kwethemu ngayinye. Umsebenzi ohlolwayo kumele kube umsebenzi owenziwe kuleyothemu.Umsebenzi ohlolwayo kumele ube semazingeni okuqonda ahlukene ukuqinisekisa ukuba semthethweni kwawo.

4.2 UKUHLOLA OKUNGAHLELEKILE NOMA KWANSUKUZONKE

Ukuhlolela ukufunda kunenjongo yokuqoqa ulwazi lokuphumelela kwabafundi olungasetshenziswa ekwenzeni ngcono ukufunda kwabo.

Ukuhlola okungahlelekile kuwukubheka nsukuzonke inqubekelaphambili yabafundi. Lokhu kwenzeka ngokuthi, kubhekwe, kukhulunywe, ukubonakalisa ngokuxoxisana kukathisha nomfundi, Ukuxhumana kwasekilasini okungahlelekile, njll. Ukuhlola okungahlelekile kwenziwa kube lula ngangokuba uthisha uyakwazi ukumisa abafundi maphakathi nesifundo abheke abafundi noma axoxe nabo ngenqubekelaphambili yokufunda. Ukuhlola amakhono olimi kwenziwa ngokubheka, imisebenzi ebhalwayo, imisebenzi ekhulunywayo neyenziwayo, izivivinyo ezibhalwayo, ukufunda kakhulu uphimisela nezinye izindlela zokuhlola.Ukuhlola okungahlelekile kumele kusetshenziselwe ukubonisa abafundi indlela abenze ngayo nokwazisa indlela ukufundisa okumele kuhlelwe ngayo, kodwa akuphoqelekile ukuba kubhalwe phansi.Kumele kungahlukaniswa nemisebenzi yokufunda eyenzeka ekilasini futhi ungasebenzisa imisebenzi yakho eminingi yokufunda ukuhlola ukwenza/ukusebenza kwabafundi okungahlelekile. Ngezinye izikhathi ungafuna ukwenza uhlobo oluthize lwemisebenzi yokuhlola ukugqugquzela abafundi ukuthi bafunde, njengemibhalo yesipelingi.Abafundi noma uthisha bangawumaka lomsebenzi wokuhlola.

Kuphakanyiswa ukuthi uthisha usebenzise amaviki amabili okuqala ethemu ukwenza ukuhlola okuyisisekelo kubafundi. Uthisha Kufanele asebenzise imisebenzi enikeziwe yamaviki okuqala ethemu kuhlelo lokufundisa ukwenza lokhu kuhlola.

Ukuzihlola nokuhlolana kontanga kwenza abafundi bazimbandakanye ekuhloleni. Lokhu kubalulekile ngoba kwenza abafundi bafunde babuye bazibheke ukusebenza kwabo. Imiphumela yokuhlola okungahlelekile kwansukuzonke ayibhalwa phansi ngokuhlelekile ngaphandle uma uthisha ezithandela yena. Kepha othisha bangathanda ukugcina amarekhodi okubhaliwe ngenqubekela phambili yomfundi ngamunye ngokwezinhlaka ezihlukene zesifundo ukusiza ukuhlela nokuqinisekisa ukuthi umfundi ngamunye uyathuthuka kumakhono adingekayo kanye nokuqonda. Imiphumela etholakala ekuhlolweni okungahlelekile kwansukuzonke akumele isetshenziselwe ukubheka ukuthi umfundi uyadlulela yini ebangeni elilandelayo nenhloso yokukhipha izitifiketi.

4.3 UKUHLOLA OKUHLELEKILE

Yonke imisebenzi yokuhlola eyenza uhlelo lokuhlola okuhlelekile ngonyaka ithathwa njengokuhlola okuhlelekile. Imisebenzi yokuhlola okuhlelekile imakwa othisha babhale phansi ukuze kubonakale ukuthi umfundi uyaqhubekela yini ebangeni elilandelayo.Yonke imisebenzi yokuhlola okuhlelekile kumele imodareyithwe ukuqinisekisa ukuba sezingeni nokugcinwa kwemigomo efanele.

Ukuhlola okuhlelekile kunikeza uthisha amasu okubheka nokuhlola inqubekela phambili yabafundi ebangeni nasesifundweni esithile. Izibonelo zokuhlola okhlelekile kufaka izivivinyo, ukuhlola, imisebenzi eyenziwayo, amaprojethi, okwethulwa ngokukhuluma, ukubonisa, ukutshengisa, (njengokuphinda uxoxe indaba, ukuqondanisa), okwenziwayo (njengokulingisa), inkulumo elotshiwe, ukuhlanganyela emisebenzini ekhulunywayo (njengengxoxo yababili, izingxoxo) imisebenzi ebhalwayo (njengokuqedela iphepha lokusebenzela, ukubhala isigaba noma ezinye izinhlobo zemibhalo) njll.

Inhloso yokwenza Uhlelo lokuHlola ukuqinisekisa ukuba neqiniso, ukuthembeka, ukulunga nokwanela kokuhlola ngokuhola okucacile ezinhlotsheni zemisebenzi kanye nephesenti elabelwe ikhono ngalinye lolimi elisemsebenzini. Kuphinde kwethule lokho ukuhlola okugxile kuko, isib.indlela okufanele wethulwe ngayo imisebenzi.

Kumsebenzi wokuhlola okuhlelekile, sebenzisa uhla lwezimpendulo, irubriki, ichecklist kanye nerating scale namanye amathuluzi afanele okuhlola ukubheka, ukuhlola nokubhala amazinga abafundi okuqonda kanye namakhono. Khetha ithuluzi lokuhlola elifanele leyonhlobo yomsebenzi.Isibonelo, irubrikhi iyona efanele kunohla lwezimpendulo kwisiqephu sombhalo wokuziqambela.uhla lwezimpendulo ilona olufanele isivivinyo sesipelingi noma umsebenzi wesi-fundo sokuqondisisa.

4.3.1 Izidingo zokuhlola okuhlelekile zolimi lwasekhaya

Imisebenzi yokuhlola okuhlelekile kumele ihlole uhlu lwezinhlaka zamakhono olimi ukuze izinhlaka esisemqoka zihlolwe ngokuqhubeka kwethemu kanye nonyaka.othisha kufanele baqiniseke ukuthi lezi zinhlaka zihloliwe ngokungahlelekile abafundi baziswa ngendlela abasebenze ngayo ngaphambi kokuthi zihlolwe ngokuhlelekile.

Konke ukuhlola emaBangeni aphakeme kwenziwa isikole, ngokohlelo lwangaphakathi lwesikole.

Uhlelo lokuhlola okuhlelekile kwamaBanga 7- 9 kuhlanganisa imisebenzi yokuhlola okuhlelekile eyishumi nanye (11), okwenza u- 100%.ukuhlola okwenziwa isikole u- 40% kanti okokuphela konyaka u-60%

Ukuhlola okwenziwa isikole (40%)

Amabanga aphakeme anemisebenzi yokuhlola okuhlelekile eyishumi (10) ehlelwe ngalendlela elandelayo:

- IBanga lesi- 7 – imisebenzi yokukhulunywayo emi-4, imisebenzi ebhalwayo emi-2, izivivinyo ezi-3 nokuhlola kwaphakathi nonyaka (June) oku-1.
- IBanga lesi - 8 – imisebenzi yokukhulunywayo emi-4, imisebenzi ebhalwayo emi-3, izivivinyo ezi-2 nokuhlola kwaphakathi nonyaka (June) oku-1.
- IBanga lesi - 9 – imisebenzi yokukhulunywayo emi-4, imisebenzi ebhalwayo emi-3, izivivinyo ezi-2 nokuhlola kwaphakathi nonyaka (June) oku-1.

Izivivinyo zokuphela konyaka (60%)

Isivivinyo sokuphela konyaka siqukethe imisebenzi ekhulunywayo nebhalwayo.umsebenzi okhulunywayo, okuliphepha loku-1 u-20.8%.iphesenti kufanele livele kulemisebenzi emine ekhulunywayo eyenziwe onyakeni. imisebenzi ebhalwayo, okufanele yenziwe ngaphansi kwezimo eziqhashelwe, kufaka aphepha ama- (2) nama- (3) ngokulandelana kwiBanga lesi – 7 nelesi- 8 kanye neBanga lesi-9.

AmaBanga lesi-7 nelesi- 8

- Iphepha lesi - 2 – isifundo sokuqondisisa, ulimi engqikithini kanye nezimpendulo emibhalweni yobuciko
- Iphepha lesi - 3 – okubhalwayo (imibhalo yobuciko, i-Eseyi nemibhalo edlulisa umyalezo)

IBanga lesi - 9

- Iphepha lesi - 2 – isifundo sokuqondisisa kanye nolimi engqikithini
- Iphepha lesi - 3 – okubhalwayo (imibhalo yobuciko, i-Eseyi nemibhalo edlulisa umyalezo)
- Iphepha lesi - 4 – izimpendulo emibhalweni yobuciko

4.3.2 Izinhlobo zemisebenzi ngethemu

Izinhlobo zokuhlola ezisetshenzisiwe kumele zibe sezingeni elifanele ngokweminyaka nangokokukhula. Isimo salemisebenzi kumele siphathe okuqukethwe isifundo, kubuye kufake izinhlobonhlobo zemisebenzi ezakhelwe ukufeza injongo yesifundo.kumelwe isekelwe kulwazi namakhono enziwe ngaleyo themu.Sebenzisa uhla lokufundisa lwethemu lebanga ngalinye ukukhetha izinhlobo zemisebenzi kanye namakhono adingekayo kwingxenye ngayinye yonsebenzi wokuhlola ohlelekile.Isibonelo, uma uhlela isiqephu sokubhala ngokuziqambela ebangeni lesi-7, ithemu yoku-1 ufuna abafundi babhale inkondlo, ungalindela ukuthi 'babhale imisho elinganayo evumelanayo'kumele kube yilokho okufundisile.Uma uhlela umbhalo wolwazi ngethemu yokuqala, kuyofanele babhale besebenzisa uhlaka olufanele.Ngokufanayo ekulaleleni nasekukhulumeni, angekhe ucele abafundi ukuthi banike ingxoxo emfishane ebangeni lesi- 7, kuthemu yoku-1, ngoba lokho kufundiswa kamuva.

Ukuhlola okuhlelekile kumele Kubhekelele amazinga abafundi okuhlakanipha ahlukahlukene njengoba kubonisiwe lapha ngezansi. Kungasetshenziswa izinhlobo ezahlukene zemibuzo njengaleyo efuna impendulo eyodwa (multiple choices), imibuzo evalekile (cloze), eqhathanisayo kanye naleyo eqondile.

Ithebula loku-1

AMAZING OKUSEBENZISA UMQONDO	UMSEBENZI	IPHESENTI LOMSEBENZI
Umqondo osobala (izinga loku- 1) **Ukulungisa kabusha (izinga lesi-2)**	Imibuzo eqondene nokutholakala kolwazi olusobala olutholakala embhalweni • Gagula izinto/abantu/izindawo/ingxenye yokuphelele. • Yethula amaqiniso/izizathu/amaphuzu/imibono • bona izizathu/abantu/imbangela … • nika uhla lwamaphuzu/amaqiniso/amagama/izizathu … • chaza indawo/abantu/umlingiswa... • yamanisa isigameko/isigcawu/ulwazi olutholakala ngokukhula nokwenzeka kwezinto … Imibuzo edinga ukuhlaziya, ukuhlelwa kwemiqondo noma ukuhlelwa kolwazi olubekwe ngokusobala olutholakala emibhalweni. • finqa amaphuzu asemqoka/imibono/okwenziwayo/okungenziwa/hlanganisa ndawonye okufanayo... • Hlanganisa izinto ezifanayo • nikeza okufanayo/okungumehluko… • nikeza ngokusamfanekiso…	**Amazinga eloku- 1 nelesi - 2: 40%**
ukucabangela (izinga lesi-3)	Imibuzo edinga umhlolwa akwazi ukubhekisisa ulwazi olwethulwe emibhalweni labekwa ngokusobala ngokusebenzisa ulwazingqangi lwakhe. • Chaza umbonongqangi … • Qhathanisa imibono/indlela okubukwa ngayo izinto/izenzeko … • •Iyini inhloso yombhali (noma umlingiswa) okuhlosiwe/indlela abuka ngayo izinto/isizathu … • Chaza imbangela/umthelela we… • Ngabe isenzo/ukuphawula/indlela abuka ngayo (njll) kuvezani ngomxoxi/ umbhali/umlingisi … • Ngabe isifaniso/isingathekiso/imifanekisomqondo kunamthelela muni ekuqondeni kwakho • ucabanga ukuthi uzoba yini umphumela/umthelela njll wesenzo/isimo …	**Izinga lesi-3: 40%**

AMAZING OKUSEBENZISA UMQONDO	UMSEBENZI	IPHESENTI LOMSEBENZI
Ukuhlolisisa (izinga lesi-4)	Le mibuzo imayelana nezinqumo ezithinta ubugugu nokunohlonze. Lokhu kufaka izinqumo mayelana nokuqinisekisa ubukhona bento, iqiniso nombono, nokukholeka, ukukwazi ukucabanga nokuqonda, ukuphikisana, kanye nezinto ezifana nokuthandeka, nokwamukeleka kwezinqumo nezenzo nokwaziswayo emphakathini: • Ucabanga ukuthi lokhu okwenzekile kuyakholeka/kungenzeka? • Ingabe impikiswano yombhali inobuqiniso/ukucabanga nokuhluzeka/ nomnqamula juqu … • xoxa/phawula ngokuhlolisisa ngezezo/inhloso/indlela okubonwa ngayo izinto/ iziphakamiso/isiqondiso … • Uyavumelana nombono/isitatimende/okubonile/ukuhumusha..? • Ngokwakho ukubona, ngabe umbhali/umlandi/umlingiswa ufanele yini ukubeka umbono/ukuphakamisa lokhu? (sekela impendulo yakho/nikeza isizathu sempendulo yakho). • Ngabe ukuziphatha/ukwenza izinto ngendlela enza ngayo umlingiswa ifanele yini/kwamukelekile kuwena? Nikeza isizathu sempendulo yakho. • Ngabe izenzo zomlingiswa/indlela enza ngayo izinto/isisusa kumveza kanjani ngokwesimo esamukelekile ngokwamagugu? • Xoxa ngokucophelela/phawula ngokwezinqumo zamagugu ezitholakala embhalweni.	**Amazinga ele-4 nele-5: 20%**
ukuncoma (izinga lesi- 5)	Le mibuzo ihlose ukuhlola umthelela wokomqondo nokokuncoma Umbhalo kohlolwayo. Kugxilwa kakhulu endleleni aphendula ngayo ebheka ukuphakama komoya ngokuqukethwe, ukukhonjwa kwabalingiswa noma izehlakalo nendlela aphendula ngayo ekusetshenzisweni kolimi ngumbhali (njengokukhethwa kwamagama nemifanekisomqondo) • Xoxa ngempendulo yakho uyibhekise embhalweni/isehlakalo/isimo/udweshu/ ungqingetshe. • Uyazwelana nomlingiswa? Yikuphi ongakwenza uma ungahle ubhekane nalesi simo? • Phawula ngolimi olusetshenziswa ngumbhali. • Xoxa ngokuphumelela kwesitayela sombhali/isingeniso/isiphetho/ imifanekisomqondo/ukusetshenziswa kwamasu obunkondlo/amasu emibhalo.	

4.4 UHLELO LOKUHLOLA

Uhlelo lokuhlola lwakhelwe ukusabalalisa imisebenzi ehlelekile kuzona zonke izifundo esikoleni ngokwethemu.Uhlelo lokuhlola kumelwe ludwetshwe isikole lukhombise izinsuku okuzokwenziwa ngazo umsebenzi.

Izidingo zezifundo

Izidingo ezifanele ukufeza imisebenzi zinikwe ngokwamaphesenti. Lapho uhlelo lubonisa amaphesenti angamashumi amabili (20) ekhono lolimi, kusho ukuthi amamaki alelo khono lolimi anikeziwe ekugcineni kufanele kube ngamaphesenti angamashumi amabili (20) esamba samamaki hayi amamaki angamashumi amabili (20). Izikole kazinqunyelwe amamaki athile abekelwe ikhono lolimi inkani nje uma ukukalwa kwalelo nalelo khono kuhlonishwa emsebenzini ngamunye ngendlela yamaphesenti anikiwe ohlelweni lokuhlola. Ake senze isibonelo ngebanga lesi- 8, lapha isivivinyo solwazi lolimi singahlelelwa amamaki angamashumi amahlanu (50) noma ngaphezulu, inkani nje uma isikalo sokugcina singadluli isikalo esivezwe ohlelweni lokuhlola.

Lelithebula elilandelayo linika izidingo zokuhlola okuhlelekile oLimini Lwasekhaya:

Amathebula ohlelo lokuhlola okuhlelekile

IBANGA LESI- 7

<table>
<tr><th colspan="3">IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YOKU-1</th></tr>
<tr><th>UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO</th><th>UMSEBENZI WESI-2: UKUBHALA</th><th>UMSEBENZI WESI-3: UKUHLOLA KOKU-1</th></tr>
<tr><td>Ukuphinda axoxe indaba/uxoxa ngenkondlo/inkulumompendulwano/eyeqembu/ingxoxo yomkhandlu.</td><td>I-eseyi echazayo/elandayo
Incwadi yobungani/ukubukeza/inkulumompendulwano</td><td>Isifundo sokuqondisisa nokusetshenziswa kolimi</td></tr>
<tr><th colspan="3">IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-2</th></tr>
<tr><th>UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO</th><th>UMSEBENZI WESI-2: UKUBHALA</th><th>UMSEBENZI WESI-3:</th></tr>
<tr><td>Ukulalela isifundo sokuqondisisa/ingxoxo/inkulumo engalungiselelwe/ingxoxo yeqembu ngokunika imiyalelo.</td><td>imibhalo yobuciko: imibuzo esengqikithini</td><td>Ukuhlolwa kwaphakathi nonyaka
Iphepha lesi- 2: isifundo sokuqondisisa, ukusetshenziswa kolimi nemibhalo yobuciko
Iphepha lesi-: 3 Ukubhala: I-eseyi eyodwa nombhalo odlulisa umyalezo owodwa</td></tr>
<tr><th colspan="3">IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-3</th></tr>
<tr><th>UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO</th><th>UMSEBENZI WESI-2: UKUBHALA</th><th>UMSEBENZI WESI-3: ISIVIVINYO SESI - 3</th></tr>
<tr><td>Umdlalo wokulingisa/inqubo yomhlangano/ukufunda okungalungiselelwe/ukunika izinkomba/ingxoxo yesigungu/umkhandlu.</td><td>I-eseyi echasisayo/elandisayo
Uhlelo/i-agenda namaminithi</td><td>Isifundo sokuqondisisa nokusetshenziswa kolimi
NOMA
Umbhalo wobuciko</td></tr>
</table>

<table>
<tr><th colspan="2">IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-4</th></tr>
<tr><th>UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO</th><th>UMSEBENZI WESI- – 2: ISIVIVINYO SOKUPHELA KONYAKA</th></tr>
<tr><td>Ukufunda kuzwakale/Inkulumo mpikiswano/ingxoxo yeqembu/inkulumo enga/elungiselelwe</td><td>Iphepha -1: Okukhulunywayo
Iphepha- 2: Isifundo sokuqondisisa, ulimi nemibhalo yobuciko (amahora-2)
Iphepha- 3: Imibhalo (Ihora -1)</td></tr>
</table>

IBANGA LESI - 8

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YOKU-1		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU-1**
Ingxoxo yeqembu – imibhalo ebonwayo/ukulalela isifundo sokuqondisisa/ inkulumo engalungiselelwe/ingxoxo yeqembu/ inhlolokhono.	umbiko wephephandaba/isiqeshana Indaba elandisayo/ejeqeza emuva	Ulimi nokuqondisisa

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-2		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SAMAPHAKATHI NONYAKA**
Ukulalela ngokuqondisisa/ukunika izinkomba/isigungu/ingxoxo yomkhandlu/inkulumo mpikiswano.	Inhlolokhono/umyalelo umbhalo/ ukubuyekeza indaba	Iphepha loku- 1: Okukhulunywayo Iphepha lesi- 2: Ukuqondisisa, Ukusetshenziswa kolimi kanye imibhalo yobuciko Iphepha lesi- 3: Ukubhala

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-3		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU-1**
Inkulumo mpendulwano/Inkulumo enga/ elungiselelwe/ukuxoxa indaba/ukufunda okulungiselelwe.	Indaba echazayo/indaba edazayo Incwadi yobungani/ inkulumompendulwano	Ukuqondisisa kanye nokutshenziswa kolimi

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-4	
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-3: ISIVIVINYO SOKUPHELA KONYAKA**
Inkulumo mpikiswano/ingxoxo/ingxoxo yamaqembu/ inkulumompendulwano.	Iphepha loku- 1: Okukhulunywayo Iphepha lesi- 2: Ukuqondisisa, ulimi kanye nemibhalo yobuciko (amahora ama-2) Iphepha lesi- 3: Ukubhala (ihora)

IBANGA LESI - 9

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YOKU-1		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: UKUHLOLA KOKU-1**
Ukufunda okulungiselelwe/ingxoxo	Indaba echazayo/elandisayo Incwadi yobungani/ukubuyekeza/ inkulumo-mpendulwano	Isifundo sokuqondisisa kanye nokusetshenziswa kolimi
IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-2		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SAMAPHAKATHI NONYAKA**
Ukufunda okungalungiselelwe/inkundla/ ingxoxo yeqembu.	Ukubuyekeza/umbhalo/uhlelo lwengxoxo/isaziso/i-ajenda yomhlangano namaminithi	Iphepha 1: Okukhulunywayo Iphepha 2: Isifundo sokuqondisisa, ukusetshenziswa kolimi (Amahora ama-2) Iphepha 3: Ukubhala (Ihora) Iphepha 4: Inganekwane (Ihora)
IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-3		
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-2: UKUBHALA**	**UMSEBENZI WESI-3: ISIVIVINYO SESIBILI**
Inkulumo elungiselelwe/umdlalo wokulingisa/inkulumo mpendulwano/ ingxoxo ye-CV/incwadi yefa/ ithestamente.	Indaba echazayo/elandisayo/eveza amaqiniso/edaza inkani I-CV kanye nencwadi ehambisana nayo	Isifundo sokuqondisisa kanye nokusetshenziswa kolimi

IMISEBENZI YOKUHLOLA OKUHLELEKILE ITHEMU YESI-4	
UMSEBENZI WOKU-1: OKUKHULUNYWAYO NOKULALELWAYO	**UMSEBENZI WESI-3: ISIVIVINYO SOKUPHELA KONYAKA**
Inkulumo-mpikiswano/i-inthavyu/ingxoxo/inkulumo elungiselelwe/inkulumo enga/elungiselewe/iqembu. Inkundla/umkhandlu/ukulalela isifundo sokuqondisisa/inqubo yomhlangano	Iphepha 1: Okukhulunywayo Iphepha 2: Isifundo sokuqondisisa, ukusetshenziswa kolimi (Amahora ama-2) Iphepha 3: Ukubhala (Ihora) Iphepha 4: Inganekwane (Ihora)

Imisebenzi yokuhlola okuhlelekile ngokwamaBanga

Ithebula loku- 1: ibanga lesi- **7**

<table>
<tr><th colspan="3">UKUHLOLA OKUHLELEKILE</th></tr>
<tr><th>MAPHAKATHI NONYAKA</th><th colspan="2">ISIVIVINYO SOKUPHELA KONYAKA</th></tr>
<tr><td>40%</td><td colspan="2">60%</td></tr>
<tr><th>Ukuhlola kwesikole (SBA)</th><th colspan="2">Amaphepha esivivinyo sokuphela konyaka</th></tr>
<tr><td>40%</td><td>39.2%</td><td>20.8%</td></tr>
<tr><td>Imisebenzi yokuhlola eyi-10
• Imisebenzi yokukhulunywayo emi-4
• Imisebenzi ebhalwayo emi - 2
• Izivivinyo ezi -3
• Isivivinyo esi -1 examination (maphakathi nonyaka)</td><td>Izivivinyo ezibhalwayo
Iphepha lesi - 2: isifundo sokuqondisisa, ukusetshenziswa kolimi nobuciko bomlomo
Iphepha lesi - 3: ukubhala</td><td>Imisebenzi yokuhlola okukhulunywayo:
Iphepha loku - 1
Ukulalela
Ukukhuluma
Ukufunda
Imisebenzi ekhulunywayo eyenziwe enyakeni yenza ukuhlola kokuphela konyaka.</td></tr>
</table>

Ithebula lesi - 2: iBanga lesi - **8**

<table>
<tr><th colspan="3">UKUHLOLA OKUHLELEKILE</th></tr>
<tr><th>MAPHAKATHI NONYAKA</th><th colspan="2">ISIVIVINYO SOKUPHELA KONYAKA</th></tr>
<tr><td>40%</td><td colspan="2">60%</td></tr>
<tr><th>Ukuhlola kwesikole (SBA)</th><th colspan="2">Amaphepha esivivinyo sokuphela konyaka</th></tr>
<tr><td>40%</td><td>39.2%</td><td>20.8%</td></tr>
<tr><td>Imisebenzi yokuhlola eyi-10
• Imisebenzi yokukhulunywayo emi-4
• Imisebenzi ebhalwayo emi - 3
• Izivivinyo ezi -2
• Isivivinyo esi -1 examination (maphakathi nonyaka)</td><td>Izivivinyo ezibhalwayo
Iphepha lesi - 2: isifundo sokuqondisisa, ukusetshenziswa kolimi nobuciko bomlomo
Iphepha lesi - 3: ukubhala</td><td>Imisebenzi yokuhlola okukhulunywayo:
Iphepha loku - 1
Ukulalela
Ukukhuluma
Ukufunda
Imisebenzi ekhulunywayo eyenziwe enyakeni yenza ukuhlola kokuphela konyaka.</td></tr>
</table>

Ithebula lesi - 3: iBanga - 9

<table>
<tr><th colspan="3">UKUHLOLA OKUHLELEKILE</th></tr>
<tr><th>MAPHAKATHI NONYAKA</th><th colspan="2">ISIVIVINYO SOKUPHELA KONYAKA</th></tr>
<tr><td>40%</td><td colspan="2">60%</td></tr>
<tr><td>Ukuhlola kwesikole (SBA)</td><td colspan="2">Amaphepha esivivinyo sokuphela konyaka</td></tr>
<tr><td>40%</td><td>39.2%</td><td>20.8%</td></tr>
<tr><td>Imisebenzi yokuhlola eyi-10
• Imisebenzi yokukhulunywayo emi-4
• Imisebenzi ebhalwayo emi - 3
• Izivivinyo ezi -2
• Isivivinyo esi -1 (maphakathi nonyaka)</td><td>Izivivinyo ezibhalwayo
Iphepha lesi - 2: isifundo sokuqondisisa, ukusetshenziswa kolimi
Iphepha lesi - 3: ukubhala
Iphepha lesi-4: inganekwane</td><td>Imisebenzi yokuhlola okukhulunywayo:
Iphepha loku - 1
Ukulalela
Ukukhuluma
Ukufunda
Imisebenzi ekhulunywayo eyenziwe enyakeni yenza ukuhlola kokuphela konyaka.</td></tr>
</table>

Isimo samaphepha esivivinyo – amaBanga 7-9

<table>
<tr><th colspan="6">ISIMO SAMAPHEPHA ESIVIVINYO (ISIVIVINYO SAMAPHAKATHI NOKUPHELA KONYAKA)</th></tr>
<tr><th>IBANGA LESI -7</th><th>%</th><th>IBANGA LESI - 8</th><th>%</th><th>IBANGA LESI - 9</th><th>%</th></tr>
<tr><td>Iphepha loku- 1: Okukhulunywayo nokulalelwayo:
Ukufunda kuzwakale, ukulalela nokukhuluma</td><td>30</td><td>Iphepha loku- 1: Okukhulunywayo nokulalelwayo:
Ukufunda kuzwakale, ukulalela nokukhuluma</td><td>30</td><td>Iphepha loku- 1: Okukhulunywayo nokulalelwayo:
Ukufunda kuzwakale, ukulalela nokukhuluma</td><td>30</td></tr>
<tr><td>Iphepha lesi - 2: okubhalwayo
Ukufunda isifundo sokuqondisisa (15)
Ulimi olususelwe engqikithini (15)
ukuphendula umbhalo wobuciko (10)</td><td>40</td><td>Iphepha lesi - 2: okubhalwayo
Ukufunda isifundo sokuqondisisa (15)
Ulimi engqikithini (15)
ukuphendula umbhalo wobuciko (10)</td><td>40</td><td>Iphepha lesi - 2: okubhalwayo
Ukufunda isifundo sokuqondisisa (10)
Ulimi engqikithini (15)
ukufingqa (amamaki ayi -10 aguqulwe aba ngamaphesenti ama - 5%)</td><td>30</td></tr>
<tr><td>Iphepha lesi - 3: okubhalwayo
ukubhala – i-eseyi (20) nemibhalo edlulisa umyalezo (10)</td><td>30</td><td>Iphepha lesi - 3: okubhalwayo
ukubhala – i-eseyi (20) nemibhalo edlulisa umyalezo (10)</td><td>30</td><td>Iphepha lesi - 3: okubhalwayo
ukubhala – i-eseyi (20) nemibhalo edlulisa umyalezo (10)</td><td>30</td></tr>
<tr><td colspan="4"></td><td>Iphepha lesi - 4: ukuphendula umbhalo wobuciko (10)
• Ubunkondlo
• izinganekwane
• indaba emfishane
• inoveli
• umdlalo
• (amamaki angama -20 ngayinye kulezinhlobo zombhalo aguqulwe aba ngamaphesenti ayi -10%)</td><td>10</td></tr>
</table>

Izinhlobo zokulalela ezisetshenzisiwe kumele zibe sezingeni elifanele ngokweminyaka nangokukhula. Isimo salemisebenzi kumele siphathe okuqukethwe isifundo, kubuye kufake izinhlobonhlobo zemisebenzi eyakhelwe ukufeza injongo yesifundo.

Ukuhlola okuhlelekile kumele kubhekelele amazinga abafundi okuhlakanipha okuhlukene njengoba kukhonjisiwe lapha ngezansi:

4.5 UKUREKHODA NOKUBIKA

Ukurekhoda kuyinqubo lapho uthisha egcina khona indlela abafundi abesebenze ngayo emisebenzini abebehlolwa kuyo. Iveza ukuphumelela kwabafundi ekuzuzeni ulwazi njengalokhu kubekiwe e*Sitatimendeni Senqubomgomo Yohlelo lokuFunda Nokuhlola*. Amarekhodi okusebenza kwabafundi kumele anikeze ubufakazi bokukhula komqondo wabafundi ebangeni nokuveza ukuthi sebekulungele ukukhushulelwa ebangeni elilandelayo. Amarekhodi okusebenza kwabafundi kumele abuye asetshenziswe ukuqinisekisa inqubekela-phambili eseyenziwe uthisha kanye nabafundi enqubweni yokufunda nokufundisa

Ukubika kuyinqubo yokwazisa ngokusebenza kwabafundi kubazali, esikoleni kanye nabanye abambandakanyekayo kwezemfundo. Ukusebenza kwabafundi kungabikwa ngezindlela eziningi ezahlukene. Lokhu kumbandakanya amariphoti, umhlangano wabazali, izinsuku zokuzobona imisebenzi yabafundi esikoleni, ukuxoxisana kukathisha nomzali, ukushaya izingcingo, ukubhalelana izincwadi, inyuziletha yekilasi noma yesikole, njll. Othisha bawo wonke amabanga babika besebenzisa uhlelo lwamaphesenti ngokwezifundo zabo emaBangeni R – 12. Amazinga okuphumelela anhlobonhlobo kanye namaphesenti ahambisana nawo atshengisiwe kuleli thebula elingezansi:

AMAKHODI AMAPHESENTI OKUREKHODA NOKUBIKA

AMAKHODI	INCAZELO MAKHONO	AMAPHESENTI
7	Impumelelo ngamalengiso	80 – 100
6	Impumelelo eseqophelweni eliphezulu kakhulu	70 – 79
5	Impumelelo eseqopheleni eliphezulu	60 – 69
4	Impumelelo ngokwanelisayo	50 – 59
3	Impumelelo ngokufanele	40 – 49
2	Impumelelo ngokuyingxenye	30 – 39
1	Impumeleo ngokungenele	0 – 29

Othisha bazorekhoda uqobo lwamamaki maqondana nemisebenzi, ngokusebenzisa iphepha lokurekhoda nokubika amaphesenti amamaki esifundweni ngasinye eripotini lomfundi.

4.6 UKUMODAREYTHA IMISEBENZI YOKUHLOLA

Ukumodareytha kuyinqubo eqinisekisa ukuthi imisebenzi yokuhlola ilungile, inobuqiniso, ithembekile. Ukumodareyitha kumele kwenziwe esikoleni, kusiyingi, nakusifundazwe. Ukumodareytha ezingeni likazwelonke kungenziwa kuzifundazwe, kwiziyingi nezikole ezikhethiwe.Izindlela zokumodareyitha ngokugcwele nangokufanele kumele zenziwe ukukhulisa izinga lokwethembeka ekuhlolweni kwazo zonke izifundo.

4.6.1 Ukuhlola okuhlelekile (SBA)

- Ukuhlola nezivivinyo zamabanga elesi -7 nelesi – 8 zimodareythwa esikoleni ngaphakathi. Abeluleki bezifundo kumele bamodareythe eminye yalemisebenzi uma bevakashele izikole ukuqinisekisa izinga elifanele lemisebenzi nokumodareythwa kwasesikoleni.

- Ukuhlola nezivivinyo zebanga lesi – 9 kumele zimodareythwe ezingeni lesiyingi nesifundazwe. Lenqubo izophathwa umnyango wezemfundo wesifundazwe.

- Abeluleki bezifundo kumele bamodareythe isampula yamaphepha okuhlola nezivivinyo ngaphambi kokubhalwa ngabafundi ukuqinisekisa izinga elifanele nokubonisa othisha indlela yokusetha lemisebenzi.

4.6.2 Imisebenzi yokuhlola ekhulunywayo nelalelwayo

- **Amabanga 7 - 9**: umsebenzi ngamunye wokukhulunywayo ozosetshenziswa njengengxenye yohlelo lokuhlola kufanele ufakwe kwinhloko yesifundo umodareythwe ngaphambi kokuthi abafundi bawuzame umsebenzi.othisha kufanele bahlole imisebenzi yokuhlola ekhulunywayo.

- Umeluleki wesifundo noma umhloli wesifundazwe okhethiwe kumele amodareythe isampula lemisebenzi yokuhlola ekhulunywayo ngenkathi evakashele esikoleni ukuqinisekisa izinga lomsebenzi nokumodareythwa kwasesikoleni.

- Umhloli othunywe umnyango wezemfundo eyisisekelo angamodareytha isampula lemisebenzi yokuhlola okukhulunywayo kwebanga lesi – 9.

4.7 OKUJWAYELEKILE

Lo mqulu kumele ufundwe umbandakanywa nale miqulu elandelayo:

4.7.1 *National policy pertaining to the programme and promotion requirements of the National Curriculum Statement Grades R – 12*; kanye ne-

4.7.2 The policy document, *National Protocol for Assessment Grades R – 12.*

IZINCAZELO ZAMAGAMA

I - akhronimi/igamamfingqwa - igama eliphimisekayo elakhiwa ngokusebenzisa uhlamvu/izinhlamvu zokuqala zalelo gama noma lowo mushwana (e.g. uTHAFUZWE).

ULimi lokwEngeza (bheka **noLimi LwaseKhaya) -** ulimi olufundwayo kwengezwa kolwasekhaya lomfundi.

Ubuliminingi obengezayo - nxa umuntu efunda ulimi (noma izilimi) ukwengeza olimini lwakhe lwasekhaya. Lolu limi aluthathi isikhundla solimi lwasekhaya kodwa lufundwa kanye nalo. Ohlelweni lokufunda ubuliminingi obengeziwe, ULimi LwaseKhaya liyaqiniswa lugcinwe, ngenkathi olunye ulimi olufundwayo luthathwa njengolimi olwengezwayo nje (isib. Zonke izilimi ezengeziwe, kumbandakanya uLimi lokuFunda nokuFundisa, zifundiswa zihambisana noLimi lwasEkhaya, kodwa azithathi isikhundla salo.

Amagama asho okufanayo - (Njengoba eqhathaniswa nalawo asho okuphikisanayo), amagama amqondofana.

I - anekhdothi - lokhu yindatshana ngesehlakalo esake senzeka empilweni yokhulumayo, exoxwa kuphela ngenhloso yokucacisa okuthile noma - ke ukujabulisa, ukuhlekisa noma ukuqgamisa umlingiswa othile.

Amagama aphikisanayo - yigama eliphikisa elinye kulolo limi (isib. khala - hleka) ukufaneleka - ulimi lusuke lufanelekile uma lusetshenziswe ngendlela ehambisana nesimo

Ukuhlola - indlela ehlelekile neqhubekayo yokuthola ulwazi ngamakhono omfundi okwenzeka ngezindlela ezehlukene.

Umsebenzi wokuhlola – umsebenzi osetshenziselwa ukuhlola abafundi onenani elithize lemisetshenzana noma izingxenye

Isihloko esichaza indaba - lesi yisihloko noma ukuveza esinanyekwe ngenhla noma ngezansi kwe - athikili, kwesithombe njll.

Ifanankamisa - 1. lisho ukuphinda (ngokuvamile), umsindo wonkamisa abafanayo emagameni amabili noma ngaphezulu (Isib. Yashoshol oza intinginono ewumcondo).

Izethameli - (1). Umfundi, umlaleli, umbukeli oqondiwe umbhalo othize, lapho kwenziwa uhlaka lwesiqeshana esilotshwayo izikhulumi/abalobi kumele bacabange ngenhloso nezethameli lapho bekhetha uhlobo lokubhalwayo. (2) empeleni izethameli yilabo bantu abeze ukuzobukela umdlalo noma umculo.

Imibhalo eyiqiniso - imibhalo ekwaziyo ukuhambisana nempilo ephilwayo, nokwenzeka kwezinto. (Isib. amaphephabhuku, ama - athikili, amaphephandaba, okuqoshiwe emsakazweni nakumabonakude, izikhangiso, amalebuli emikhiqizo, amabhrosha okuvakasha, amafomu akwahulumeni, izibonelo zezincwadi zangempela).

Ukuchema - (1) Umkhuba wokuthanda into noma umbono ngaphezu komunye, lokho bese kuholela ekuthini umuntu angabe esakwazi ukuthatha isahlulelo esifanele.

Isihloko esichaza indaba - lesi yisihloko noma ukuveza esinanyekwe ngenhla noma ngezansi kwe - athikili, kwesithombe njll.

Isisusa - (bheka **nomphumela) -** yilokho okudala udweshu nesimo.

Ukucacisa - ukwenza ukuthi umqondo wetheksthi uzwakale kofundayo.

Umushwana - isibonelo “indoda eyayigqoke ihembe elibomvu yabaleka” Umushwana oyinhloko - “indoda yabaleka”. Amagama athi “ eyayigqoke ihembe elibomvu”, umushwana okhonzile. Awukwazi ukuzimela wodwa nanxa sikhona isenzo kuwona. Imishwana ekhonzile iqala ngesihlanganiso (uma kuwumushwana okhonzile omele isizathu). Eminye imishwana ekhonzile iqala ngezivumelwano zesichasiso; isib. (**e**.) “**e**yayigqoke… ” (u “ **e** ” isiv. sesibaluli). Isihlanganiso sihlanganisa umushwana nomusho, siphinde sihlanganise imisho emibili ephelele.

Uvuthondaba –ingxenye ejabulisayo, ephumelelayo noma esemqoka yendaba.lengxenye esemqoka ayichazi isiphetho.

Imibuzo evalekile – imibuzo edinga impendulo eqondile. Isibonelo, ‘Uyalithanda itiye?’ Impendulo kumele kube ‘yebo’ noma ‘cha’. ‘Uneminyaka emingakhi?’ Impendulo kumele kube, isib. ‘Ishumi’.

Ukuzwakala - (1) ikhono lokwazi ukuqonda nokweneka ngohlelo izindaba, yikho okwenza ubudlelwano obuhlanganisa kahle imibono ukuze isigaba sinikeze umqondo ozwakalayo nobumbene. (2) Kungabuye kusho ukuba nolwazi olwenele lohlelo, ukuze kwedluliswe kahle umlayezo, noma - ke isakhiwo esihle somusho. Uma uhlelo luxovekile, umusho awuzwakali kahle.

Ukulandelana - ukuhlanganiswa kwemisho noma izigaba ngezihlanganiso, izabizwana nokuphindaphinda.

Fanisa (bheka no - qhathanisa) - ukubheka lokho okwenza ukuthi izinto zifane.

Udweshu - ukungqubuzana noma ukwehluka kwemibono yabalingiswa endabeni kanye nezimo zabo; udweshu emibhalweni lungabangwa nawukungqubuzana kwezifiso noma lokho umuntu akwazisayo noma akukhonzile.

Isihlanganiso - igama elisetshenziswa ukuhlanganisa imisho (Isib. UNoxolo ungumdlali ovelele esikoleni futhi uzimisele nasezifundweni zakhe).

Amaklishe - amagama asetshenziswa ngokweqile, afakwe nje noma kungasafanele (Isib. Izingane uma zikhuluma ziyathanda ukuphindaphinda la magama: “Kusho ukuthi.., “ nalapho kungasadingekile).

Izimo - ngaso sonke isikhathi, imibhalo ibhalwa isetshenziswe ezimweni ezithile, isimo simbandakanya indawo eyendlalekile kanye neqoqekile, kuhambisana nezimo zasekuhlaleni, isikompilo kanye nezepolitiki, isimo singabuye sisho lokhu okuza kuqala noma ngemuva kwegama noma kombhalo.

Izinkomba kwindikimba –ukusetshenziswa kwamagama azungeze igama elingaziwa ukuthola okushiwo igama. lelisu lokufunda lingafundisa ngokuhlanganyela nolwazimagama.

Ukufanisa (bheka **nokuqhathanisa**) - ukubheka indlela izinto ezehluke ngayo.

Izimiso - imithetho nemikhuba eyamukelekile olimini. Ezinye izimiso ziyasiza ukwedlulisa umlayezo (isib. imithetho yohlelo, izimpawu zokukhuluma, uhlobo oluthile lokubhala izinhlamvu nosonhlamvukazi.); ezinye zisiza ekwethuleni okuphethwe (isib. okuqukethwe, isimo sombhalo, izihloko, izenezezelo, amashadi, izihloko ezichaza indaba, izinhlu, izithombe nezinamba, ezinye izimiso zikhombisa amaphethini olimi asaphenduka umthetho okumele ulandelwe (isib. ukubingelela nokunye).

Ukuhlola okuqhubekayo - ukuhlola imisebenzi yabafundi okwenziwa kusukela unyaka uqala uze uyophela.

Ukuqwashisa ngobumqoka bolimi - ngokuhlolisisa ukuthi umqondo wakhiwa kanjani, ukukhumbula amandla obudlelwano obukhona phakathi kwezilimi, kwenza umfundi aqine angavumi ukukhohliseka, futhi asebenzise ulimi ngokuqaphela.

Inkulumo - mpikiswano - lapha amaqembu amabili ayaqophisana. Bonke bahlose ukuheha abehlulelayo kanye nezethameli ukuthi icala labo yilo elizwakala kangcono kunalelo lelinye iqembu.

Incazelo eqondile (bheka **negudliselayo**) – incazelo eqondile yegama.

Igama elisuselwe kwelinye - leli yigama elisuselwe kwelinye, noma emsukeni; ngokwejwayelekile lakhiwa ngokuphongoza nangokujobelela izakhi

Ulimi lwesifunda/lwesigodi - ulimi olusetshenziswa ngumphakathi othile, luyehluka kwezinye izinhlobo zalo lona lolo limi ngokwamagama, isakhiwo nokuphinyiswa kwamagama.

Isakhiwo esisusa usinga - (1) indlela elandela izwi nezwi okubhalwa ngayo imidlalo. (2) ukuhleleka kwesakhiwo izigcawu nezinkundla, abadlali kanye nezimpawu zolimi emdlalweni.

Ukwakha isiphetho – ukusebenzisa umkhondo obhaliwe noma obukwayo ukuthola lokho okungagagulwanga embhalweni.

Ukulungisa amaphutha - inqubo yokuphindaphinda ubhala uhlaka lombhalo, kuhlangene nokulungisa uhlelo kanye nokusetshenziswa kolimi, izimpawu zokubhala, ukulungisa upelomagana, ubuye ubheke nokubhala imibono ngendlela ezwakalayo nesakhiwo silandelane kahle.

Umphumela (bheka **isisusa**) - umphumela wesehlakalo noma isimo.

Ulimi oluthinta imizwa - ulimi oluvusa imizwa kolalele/kofundayo.

Umlayezo osobala (uma uqhathaniswa **nocashile**) - umlayezo oqondile nosobala.

Hluza: nikeza uvo lwakho, thatha isinqumo, yakha imibono ngokufundile.

Izifengqo (njengoba kuqhathaniswa nolimi olubheka ukulandelana nje kwamagama) - amagama noma imishwana esetshenziswa ngendlela engabeki izinto obala (isib. isifaniso, isenzasamuntu, isingathekiso njalonjalo).

Ukugeleza - leli yigama elathathelwa ekugelezeni komfula elisho ukunamathelana nokulandelana okunikeza ulimi ubunjalo balo ngokwemvelo, ukusetshenziswa nokuhunyushwa kwalo kalula.

Inkundla - iqembu lingakhuluma noma liqophisane nelinye lakwesinye isikole, noma ekilasini, ngokwehlukanisa abafundi ngamaqembu amane, kube yilowo nalowo akhulume ngengxenye ethile yesihloko. Owahlulelayo usezobheka ukuthi yiliphi eliphuma phambili.

Izinhlobo zemibhalo - imbhalo yehlukaniswa ngezinhlobo zawo; kungaba inoveli, umdlalo, izinkondlo, incwadi yomsebenzi noma incwadi yobungani

Ukukhuluma ngezitho zomzimba - kulapho okhulumayo esesebenzisa ubuso noma isitho esithile somzimba ukucacisa lokho akushoyo (isib. anganqekuzisa ikhanda ekhombisa ukuvumelana nokushiwoyo).

Umbhalomdwebo - umbhalo owethulwe ngemidwebo (ukudweba noma ukubumba okuthile).

Ukufunda okuholwayo – umhlangano weqembu wokufunda lapho bonke abafundi besezingeni elifanayo uthisha ngokufunda ukufunda ukuze kuye ngokukhula ukuzimela abafunda.

Ukubhala okuholwayo –kufaka umuntu oyedwa noma amaqembu amancane abafundi bebhala izinhlobo ezihlukene zemibhalo emuva kwesifundo esifishane esenziwe nguthisha ngezinhlaka zokubhala njenge: simo, izimpawu zokukhanyisa, ukusetshenziswa kolimi noma upelomagana

Imibuzo esezingeni eliphezulu – imibuzo edinga ukuthi umfundi ahlanganise ulwazi oluvela ezingxenyeni ezihlukene zombhalo (sbi. Ukuhlela umqondo), ukucabangela (isib. Ukuthola lokho okungagagulwanga), ukuhlolisisa okwenzekile (sib. Nika umbono) kanye/noma ukuncoma umbhalo (isib. Shono ukuthi ukuthandile noma awukuthandanga nokuthi kungani)

ULimi LwaseKhaya (bheka **noLimi lokuQala lokwEngeza**) - ulimi olufundwa yingane ngokulingisa ekhaya, ulimi esicabanga ngalo.

Omabizwafane – amagama abizwa, apelwe ngendlela efanayo kodwa achaza okuhlukene (isib. inyanga')

Umfanekiso –isithombe noma okumele into ethile

Umfanekiso - mqondo - amagama, imishwana nemisho eyakha izithombe engqondweni; isib. Isifaniso, isingathekiso, nesenzasamuntu.

Okushiwoyo (uma kuqhathaniswa **nokucacisiwe**) yilokho okuqondiwe etheksthini kodwa kube kungabekiwe kwagqama.

Okusobala (**uma kuqhathaniswa nokufihlekile**) - ukubeka inkulumo ngendlela elula neqondile kusetshenziswa amagama njengoba enjalo.

Uhlanganisa – lo umthetho wemfundo othi umuntu unelungelo lokufunda. Okuncane okudingekayo kubafundi bonke kucacisiwe ukuze labo abanezidingo ezingavamile, izidingo ngokwemizwa nangokomzimba balungiselelwe.

Izinga lokufunda ngokuzimela – izinga lapho umfundi engafunda umbhalo ngama-95% ngokuyikho (isib. Kungabi namaphutha angaphezu kwelilodwa emagameni angama-20 afundiwe).

Ukucabangela - ukusebenzisa umkhondo obhaliwe noma obukwayo ukuthola lokho okungagagulwanga embhalweni.

Ukuhlongoza - ukuqala ukwenza into (isib. ukuqala ingxoxo)

Ukuxoxisana kwababili **-** umsebenzi wokuqoqa ulwazi noma ingxoxo yabantu yobuso nobuso ngenhloso ethile.

Ubuviyoviyo - (1) (ukusho ngephimbo lokucula) - iphethini lephimbo lenkulumo elibonisa izakhiwo zohlelo njengemisho nemishwana. (2) Lokhu kuphinda kusize ukwehlukanisa phakathi kwesitatimende nombuzo, kuveze nemizwa nesimo sokhulumayo.

Izindlela ezahlukene zokusetshenziswa kolimi - lokhu kwenzeka uma kukuncane kakhulu okuzuziwe olimini maqondana nolwazimagama, ukwakhekha nokuphinyiswa kwawo, lokhu - ke kuyehluka ngokwezindawo lapho ulimi lukhulunywa khona.

Amalitheresi - izinhlobo ezehlukene zemibhalo (isib. ehlolisisayo, ebukwayo, amagrafu).

Ukwazi ukufunda nokubhala - ikhono lokwazi ukufunda nokubhala nokusebenzisa ulwazi ezimweni nangezinhloso ezehlukene, nokubhalela izinhloso ezehlukene. Ukwazi ukuguqula Imibhalo ebhalwe ngamagama angejwayelekile kube ajwayelekile, ukuze umuntu oqonde ngendawo aphila kuyo.

Incazelo eqondile (bheka **negudliselayo) -** incazelo yegama ngokulandelana kwamazwi

Imibuzo eszingeni eliphansi – imibuzo efuna umfundi akhumbule imininingwane, isib.obani abalingiswa abasemqoka endabeni? Ubani igama lomlingiswa osemqoka ?

Ulimi olukhohlisayo - ulimi olunamandla lokuthi umuntu akholwe futhi ebe engaboni ukuthi uyakhohliswa, isib. Inkulumo yezepolitiki, inkulumo yokuthengisa, isikhangiso njll.

Ulimi lwemibhalo - ulimi olusetshenziswa lapho kukhulunywa ngemibhalo kumbandakanya amagama afana nesimo, isitayela, isakhiwo nenkulumompendulwano.

Amasu obuciko bokukhuluma - amasu afana nokusebenzisa ikhefu, ukuphindaphinda okusetshenziswa isikhulumi sibeke inkulumo ngendlela ezwakalayo nevumisayo. Amanye amasu kungaba akhohlisayo, ukuze umuntu avumelame nawe.

Imibhalo esebenzisa izinhlobo eziningi zokuxhumana - izinhlobo zezilinganiso okungaba ezibhaliwe, ezibonwayo, imisindo amavidiyo njll.

Ifuzamsindo - lapha kusetshenziswa igama elimsindo walo ufana nomsindo lowo uchazwayo. Lilingisa umsindo owenziwa yinto ethile ephilayo noma engaphili. Lowo umsindo ofuze umsindo owenziwa enye into (Isib. UMelusi wavuswa ubugodlogodlo besitmela).

Umoya - isimo somoya embhalweni, ukhombisa imizwa noma isimo senqondo yomlingiswa, kuphinda kusho nesimo esivezwa imibhalo abonwayo, azwakalayo kanye nalawo esebenzisa izinhlobo eziningi zokuxhumana.

Ifonti - uhlobo nobungako bezinhlamvu ezisetshenziswa lapho kubhalwa ngomshini (isib. **I** - 12pt (ubungako) iTimes New Roman (uhlobo nesitayela sezinhlamvu).

Ukulanda - ukusho izehlakalo ezihlangene ezikhulunywayo noma ezibhaliwe zishiwo ngokulandelana kwazo, endabeni.

Isifanekiso - (1). ukuthola ukufana ezintweni ezibukeka zihlukile. (2) ukuthola ukufana ezintweni ezibukeka zihlukile, indlela yokuchaza okuthile, kodwa akusibona ubufakazi. Qaphela isifanekiso okungesona. Kumele kube nokuqondana okucacile phakathi kwento echazwayo kanye nemininingwane yaleyo okufanekiswa nayo.

Indida - ukubeka inkulumo ngendlela ephicayo engqondweni.

Imibuzo evulelekile – imibuzo engaphendulwa ngezindlela ezihlukene; umfundi kufanele aphendule imibuzo ngawakhe amagama.Isibonelo, ucabanga ukuthi kungani umfana ebalekile? Ucabanga ukuthi bokumele enze njani?

Okzimoroni - ukusetshenziswa kwamazwi ndawonye amqondo wawo uphikisanayo, asetshenziswa ngehloso yokuveza okuthile, ngokwejwayelekile asetshenziswa nezichasiso ezichaza ibizo elimumethe umqondo oliphikisayo. (Isib. UJabulani ukhathazwa ubugqili benkululeko).

Izingxoxo zamapheneli - kwakhiwa amaqembu azoxoxisana ngesihloko, kuphendulwe imibuzo ngomsebenzi.

Isihlonipho - igama elisetshenziswa endaweni yelinye elihlambalazayo. (Isib. Ukudakwa - ukusutha, ukuhlanza - ukubuyisa).

Izwi lomxoxi - yizwi lomuntu oxoxa indaba (isib. kuyabonakala uma kungumuntu wokuqala “ngi…” okunguyena mlingiswa endabeni, noma umuntu wesithathu lapho umxoxi ekhuluma ngo “u…”, no “ba…”.

Isingathekiso - ukukhuluma ngokufanekisa izinto ezingafani ubiza into ngenye (Isib. USinenhlanhla akamuhle yilanga liphuma).

Ukuhalamuza - Ukufunda ngesivinini esikhulu, ukha phezulu, ufunda izihloko ngenhloso yokuthola masishane ukuthi kuthiwani.

Ukufunisela - ukusho okuqondiwe kodwa kungacacisiwe etheksthini, uze usho nokuthi kungahle kwenzekeni ngemuva kwalokho.

Ukucwasana - ukungabekezelelani nokwahlulela umuntu noma iqembu labantu, umbono noma umbango.

Ukuzwakala - ukukhipha izwi ngokukhulumela phezulu, ngendlela ezwakalayo, ecacile nexhumana kahle nezethameli.

Ukushicilela– uma abafundi beshicilela umsebenzi wabo, bawenza waziwe ngokwabelana ngawo, isib. Ngokuwunika uthisha, ngokuwuphanyeka odongeni noma kwibhodi yezaziso.

Uteku - ukudlala ngamagama aphimiseka ngokufanayo ukuze kuhlekwe noma ukwethula izimo nezinto ngendlela ehlekisayo nekitazayo.

Irejista - ukusetshenziswa kwamagama ehlukene, isitayela, uhlelo iphimbo ithoni ezimweni ezihlukene (isib. imiqulu yakomkhulu ibhalwa kusetshenziswa irejista esemthethweni, ebekelwe izimiso).

Ukubika - (okuhlelekile nokungahlelekile), ukunikeza ulande ngokwenzekile (isib. ngengozi eyenzeke ubhekile).

Ukuphinda ufunde - ukuphinda ufunde yisu elipha nofundayo ithuba lokuthi agcine eseqonda lokho okubhalwe etheksthini.

Ukuphinda usho - leli yisu lokufunda lapho umfundi exoxa futhi, afingqe umqondo wesahluko noma wesiqephu, angakwenza okukhulunywayo noma ngokubhala.

Umkhondosimo - ukusetshenziswa kwegama elincike kulelo elingaziwa ukuze kufuniselwe umqondo. Leli lisu lokufunda lingasetshenziswa kanye nesifundo solwazimagama.

Imvumelwano - amagama noma imigqa esebenzisa ukuvumelana kwephimbo ekugcineni kwemigqa.

Ukubhuqa - inkulumo esebenzisa amazwi aziswana ngenhloso yokucasula noma yokuhlekisa ngomuntu.

Umbhinqo - ukusebenzisa amazwi achaza okuthile kepha kube kuqondwe okuphambene nawo. Kusuke kusetshenziswe amazwi okuncoma kuqondwe ukugxeka (Isib. Kuyabonakala ukuthi bekuhlala inono kule ndlu yiko kungcolile: kuqondwe ukuthi bekuhlala inuku).

Ukufunda ngokukha phezulu - ukuhambisa embhalweni ukuze uthole imininingwane ebalulekile yokwesekela (isib. ukufunda ngokushesha umqulu wamagama nezinombolo zezingcingo).

Ukufunda ngokuhlanganyela – umsebenzi lapho abafundi befunda ngokuhlanganyela umbhalo okhulisiwe nothisha. Lesi isifundo sekilasi lonke.umbhalo osetshenziswayo uqonde iqembu eliphezulu ekilasini.abanye abafundi bazoba sezingeni lokulalela, abanye bazobe beqala ukufunda kanti abaningi bazobe befunda ngokuphelele. Lo mbhalo uzosetshenziswa izinsuku eziningana.njalo ngosuku uthisha uzokhetha okusha okuzogxilwa kuko. umbhalo usetshenziselwa ukwethula isimo sombhalo, imisindo, ukusetshenziswa kolimi kanye namakhono okufunda engqikithini.

Isifaniso - lapha kuqhathaniswa izinto ezimbili ezingafani ngoba kukhona okuthile okunobudlelwane phakathi kwazo. Sandulelwa yizakhi zokufanisa o - njenga -, fana, kuhle, okwe -, - sa - (UThuthukile muhle kuhle kwelanga liphuma).

Ukufunda ngokushesha - ukufunda umbhalo ngesivivinini esikhulu ukuze kutholakale umqondo osemqoka (isib. ukufunda izihloko, izingeniso nezigaba zokuqala zephephandaba ukuze wazi izindaba ezisemqoka).

Inkolelo engaguquki - lena yinkolelo esezimpandeni maqondana neqhaza okumele libanjwe ngumuntu othile.

Icebo - indlela ethile yokwenza noma yokulungiselela ukuxazulula inkinga.

ukugcizelela (egameni noma emushweni) – ukugcizelela ilunga elithize egameni noma igama emushweni.e

Isitayela - indlela umbhali ahlela ngayo amagama ukuze afeze izinhloso ezithile. Isitayela sihlanganisa ubunjalo bombhali nombono afuna ukuwubeka. La malungiselelo ambandakanya ukukhethwa kwamagama wumbhali kanye nezakhiwo nobungako bemisho, iphimbo, nokusetshenziswa kombhinqo.

Uphawu - igama elithatha noma limela indawo yenye into

Omabizwafane - amagama abhalwa ngokufana aphinyiswe ngokufana, kodwa asho izinto ezingefani. (isib.

Ibala - igceke, **ibala** - isibazi).

Ukuhlelwa kwemiqondo - ukuhlanganisa imiqondo/imibono ethathwe emithonjeni yolwazi eyahlukene. Isifengqo saleyo mibono ehlanganisiswe.

Umbhalo - isitatimende noma okuqanjiwe okwethulwa okukhulunywayo, okulotshiwe noma okubukelwayo ngenhloso yokuxhumana.

Indikimba - umongo walokho okuxhunywana ngakho. Umbhalo ingaba nomongo ongaphezulu kowodwa, futhi kungenzeka ungabi sobala.

Iphimbo - iphimbo ledlulisa umyalezo wimibhalo ethulwa okukhulunywayo. Ematheksthini alotshiwe iphimbo lizwakala ngamagama awakhethile umlobi ukuze aveze isimo sakhe. Ezithombeni zebhayisikobho iphimbo lingakhiwa ngomculo noma indlela umdlalo ohleleke ngayo esiteji.

Imibhalo edlulisa imiyalezo – imibhalo yomsebenzi (isib. izincwadi, amaminiti emihlangano, imibiko, imibhalo eyenziwe ngezikhahlamezi)

Ukunikezelana amathuba - izinqubo ezizimase ukunganqamuki kokuxhumana kwabantu ababili, njengokunikeza abanye ithuba lokubeka imibono yabo, ukuphinda okushoyo ukuze okuqondiwe kucace, ukungena nxa kusaxoxwa ukuze kubuyiswe abedukayo, ukwenanela ngemibuzo ukuze kucaciswe okuthile.

Imibhalo ebonwayo - izinto ezibonakalayo ezedlulisa umlayezo (isib. imifanekiso yamafilimu, izithombe, okugqanyiswa ngekhompyutha, izilinganiso amakhathuni kanye nemidwebo yokupendiwe).

Izwi - indawo yomlobi, ngenkathi kufundwa kubukelwe, ofundayo uyakwazi ukuthola umbono wombhali kanye nenhloso yakhe.

Isu lokuhlasela amagama - isu elisetshenziswa uma kufundwa amagama angaziwa (isib. Ukulinqamula igama ngamalunga kuphinde kubhekwe iziphongozo nezijobelelo zalo, kufuniselwa incazelo).