**ASSESSMENT DIRECTIVE**

**DEFENITION**

**Assessment** can be described as:

The evaluation of learners’ performance and achievement of specified learning objectives through a variety of measures and methods.

Differently put, assessment is about measuring the results of learning so that judgement can be made about a learners’ competence.

**Assessment Reading**

The section on assessment in the Academic Guide contains important information concerning assessment in general. It is strongly advised that you read this section before continuing.

**ASSESSMENT ACTIVITIES**

Assessment activities include the following:

* Self assessment
* Four open book tests
* Two written assignments
* Two oral tasks
* Group work
* Keeping a work file

The following self-assessment activities are prescribed for this course:

**SELF-ASSESSMENT**

Self-assessment is an important component of learning and is formative and developmental in nature.

**Instructions**

The following self-assessment activities are prescribed for this course:

* Do all the “Stop and Reflect” exercises of each chapter and record them in your work file.
* Do at least one of the each chapter’s “Homework” assignments and record it in your work file.
* Keep your own journal by following the instructions in the chapter-end “Journal Starters” section.

You may want to discuss your solutions with your tutor and fellow students.

**MARKING**

Your academic tutor continuously assesses the work done in your work file and a final mark for self-assessment activities is awarded at the end of this course.

**TEST**

The purpose of a test is to assess the retention of information, understanding, insight, or ability to reason, developed by you as a result of understanding a particular portion of the course.

**MARKING**

In order to maintain a set standard of assessment, all tests are prepared centrally by the Faculty.

The following rules apply in the marking of tests:

* Tests which were failed may be repeated once only, with the special permission of the course professor.
* Tests represent 60% of the final grade.

**CRITERIA**

The following assessment instruments are used in this course:

* Multiple choice questions are used as assessment instrument in this course.

Once the student is ready, the test is written. When the student has completed the test or when the time is up, the test is marked. The marks are given to the student by the examiner and stored against the student’s name.

**ASSIGNMENTS**

The purpose of an assignment is to teach you the art of academic writing and to integrate multiple academic and practical skills. An assignment may be an article, report, or essay through which you demonstrate the ability to integrate academic knowledge.

**INSTRUCTION**

Refer to the assessment schedule and submit the assignments as scheduled.

**ASSIGNMENT 1**

Do any two of the four assignment topics, not exceeding 3 000 words in an essay form by using the lecture book SLT and other research material. All other research material must be included in the bibliography. This essay must include an outline of the specific book.

* Letter of Paul to the Romans
* First Letter to the Corinthians
* Paul’s Letter to the Ephesians
* The Book of Hebrews

**MARKING**

The following rules apply in the marking of assignments:

* The academic tutor assesses the prescribed assignment.
* Marking takes place by means of the assessment software programme
* Assignments represent 15% of the final grade.

**CRITERIA**

Kindly refer to the criteria presented in the Academic Guide.

**GUIDELINES**

The assessment criteria for assignments in the Academic Guide offer excellent guidelines.

Follow the guidelines presented to you in the Study Skills course. Refer to the following chapters of the prescribed textbook (CHB1).

**SOURCES OF REFERENCE**

You may use the content of the prescribed textbook to give structure to your assignments. However, your research should include other sources of reference.

Your assignments must be original (in your own words). Ensure that your research is sufficiently different from the content of the textbook or any other sources of reference, and do not be tempted to plagiarise.

**GROUP WORK**

Group work assesses your abilities and skills to work effectively with others as a member of a team or group and to integrate all main aspects of learning in a real environment.

**INSTRUCTIONS**

As a group, do at least one of the following chapter exercises:

* The textbook’s chapter-end “Exercises”.
* The professor’s “Questions for Class Discussion” as described in the Memorandum for Students.
* The professor’s “Group Exercise” as described in the Memorandum for Students.

Note that all group members must agree on the choice of group tasks and the activities to be completed. The choice of activities takes place under the direction of your academic tutor.

**MARKING**

The following rules apply in the marking of group work:

* The academic tutor facilitates the activities of the group.
* All group activities are presented as a group to the academic tutor.
* The tutor provides the solution to the “Learning by Doing” section of each chapter.
* The tutor continuously assesses all the work done by you as a member of the group.
* The tutor collectively assesses the effectiveness of the group.
* Marking takes place by means of the assessment software programme
* Group work represent 10% of the final grade.

**CRITERIA**

Kindly refer to the criteria presented in the Academic Guide.

**GUIDELINES**

Follow the guidelines presented to you in the Study Skills course. Refer to Module CHB1 the prescribed textbook.

Although the above presentations on the module have a direct bearing on group work. It must be studied in context of the rest of the lectures in the textbook CHB1.

The assessment of presentations also serves as an excellent guidelines to present your work.

**WORKFILE**

The purpose of the work file is to assess your work done in private or self-study.

**INSTRUCTIONS**

Keep a work file of the following done by you in private study:

* Your solutions (answers) to the “Stop and Reflect” exercises.
* Your solutions (answers) to the chapter-end “Homework” assignments.
* Copy of your journal.
* Your preparation and participation in group activities.
* Copies of your assignments.
* Copies of your written work done in tasks.
* Any other instructions by the academic tutor.

**MARKING**

Your academic tutor continuously assesses all the work placed in your work file. The work file represents 5% of the final grade.

**CRITERIA**

Kindly refer to the criteria presented in the Academic Guide.

**GUIDELINES**

Follow the guidelines presented to you in the Academic Guide.

**WEIGHTS**

Tests 60% of final grade

Assignments 15% of final grade

Tasks 10% of final grade

Group work 10% of final grade

Work file 5% of final grade