

COMPUTER APPLICATIONS TECHNOLOGY: PAPER I

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

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

Teachers need to ensure that the full package (word processor, spreadsheet and database), including wizards and help, is installed and available on the computers used by learners taking this subject and this examination. Learners will require the use of a Text Editor, e.g. Notepad, WordPad, Komodo and Notepad ++ for the HTML coding. Learners writing in Afrikaans must have an Afrikaans spell check installed. The Microsoft software, Microsoft Office 365 (desktop) is the minimum software requirement. This is necessary for Grade 12 in 2023.

Data Files

The Computer Applications Technology Practical Examination Data Files together with the instructions to the teacher responsible for candidates in the CAT Practical Examination and the Chief Invigilator will be placed in the IEB ELECTRONIC POSTBOX: ASSESSMENT MATERIAL two days before the examination. These Data Files are to be checked against ANNEXURE A on page 3 and copied onto the disk space that will be used exclusively by each candidate on the examination date.

Submission of the practical examinations for marking

The Computer Applications Technology: Paper I (Practical Examination) is scheduled for Wednesday, 18 October 2023, from 9:00 to 12:00. On completion of the examination:

- It is the CAT teachers' responsibility to ensure that all the candidates' data is placed on the flash drive that will be provided by the IEB.
- Each candidate must have their own folder on the flash drive, with their examination number as the name of the folder, and all files contained within.
- A backup must also be made and kept at the school on relevant storage media until 29 February 2024 when the re-marking process will have been completed.
- The flash drive needs to be placed in the padded envelope provided by the IEB and be locked in the electronic examinations bag by no later than 17:00 on Wednesday, 18 October 2023.
- **A completed and signed copy of the attached PRACTICAL EXAMINATION DECLARATION IN GRADE 12, 2023 is to be included in the padded envelope.**
- The electronic examinations bag with the CAT Practical Examination flash drive needs to be returned to the IEB by Tuesday, 24 October 2023.
- The flash drive and the padded envelope will be sent to the schools in the delivery that includes the CAT Practical Examination papers.

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



Attachment to Circular no. 143/2023

Name of School	
Centre Number	
Completed by	
Designation	

The IEB
P O Box 875
Highlands North
2037

Dear IEB

RE: PRACTICAL EXAMINATION DECLARATION IN GRADE 12, 2023

COMPUTER APPLICATIONS TECHNOLOGY

We certify that we have ensured that	Cross your response	
All the work in each candidate's folder has been copied from the examination location to the IEB flash drive without any modification whatsoever.	YES	NO
All the work in each candidate's folder is the work of that candidate only.	YES	NO
A copy of each candidate's folder has been sent to the IEB on the flash drive provided by the IEB.	YES	NO
NO CANDIDATE HAD ACCESS TO THE INTERNET DURING THE EXAMINATION.	YES	NO
No help or assistance at all was given to or allowed to be given to any candidate other than that of a technical nature – either a computer malfunction or a power failure.	YES	NO
A comprehensive incident report describing the computer malfunction and/or the power failure has been sent to the IEB.	YES	NO
A copy of each candidate's work has been saved on the school system and will be kept at the school on relevant storage media until 29 February 2024 when the re-marking process will have been completed.	YES	NO

CAT TEACHER(S)

HEAD OF SCHOOL






















































DATE

DATE

ANNEXURE A

FILES FOR LEARNERS

The contents of your examination *Data Files* folder and subfolders are as follows:

Data Files	Q1 * Empty	Q1 Entries
 Q1  Q2  Q3  Q4  Q5  Q6  Q7  Q8  Q9  Student_Screenshots.docx	 Backup*  Entries  Miscellaneous*  Racers*  _Q1_Answers.docx  03Bike.png  174Quad.png  201Car.png  500Truck.png  2023_Dakar_Rally.docx  Bike.jpg  Competition.accdb  ContactNames.xlsx  Dakar_Welcome.pptx  DR2023.txt  Entry_List.xlsx  ram.webp  Stages.rtf  Stages.txt  The_Race.mp3	 Section_A  Section_B Section_A  Entries_Section_A.xlsx Section_B  Entries_Section_B.xlsx
Q2	Q3	Q4
 2DakarRally.docx  Logo.jpg	 3_1Rankings.docx  3_2Protect.docx  Source.txt	 4Vehicles.docx  bullet.png
Q5	Q6	Q7
 5DRally.xlsx  Wallpaper.jpg	 6RaceAccounts.xlsx	 7RallyStats.xlsm
Q8	Q9	Q9 img
 Rally2024.accdb  TeamsImport.csv	 img  index.html  signup.html	 bgimage.jpg  Dakar_Rally.jpg  SignUpButton.png

Check each folder and ensure that every file/document/folder is accessible.