



# basic education

---

Department:  
Basic Education  
**REPUBLIC OF SOUTH AFRICA**

**NATIONAL  
SENIOR CERTIFICATE**

**GRADE 12**

**ENGLISH FIRST ADDITIONAL LANGUAGE P3**

**NOVEMBER 2016**

**MARKS: 100**

**TIME: 2½ hours**

**This question paper consists of 7 pages.**

**INSTRUCTIONS AND INFORMATION**

1. This question paper consists of THREE SECTIONS:  

SECTION A: Essay	(50)
SECTION B: Longer Transactional Text	(30)
SECTION C: Shorter Transactional Text	(20)
2. Answer ONE question in EACH section.
3. Write in the language in which you are being assessed.
4. Start EACH section on a NEW page.
5. You must plan (e.g. using a mind map/diagram/flow chart/key words), edit and proofread your work. The plan must appear BEFORE each text.
6. All planning must be clearly indicated as such. It is advisable to draw a line through all planning.
7. You are strongly advised to spend approximately:  

SECTION A:	80 minutes
SECTION B:	40 minutes
SECTION C:	30 minutes
8. Number the answers correctly according to the numbering system used in this question paper.
9. Write down the title/heading of each response. Give your own title/heading if one has not been provided.
10. The title/heading must NOT be included when doing a word count.
11. Write neatly and legibly.

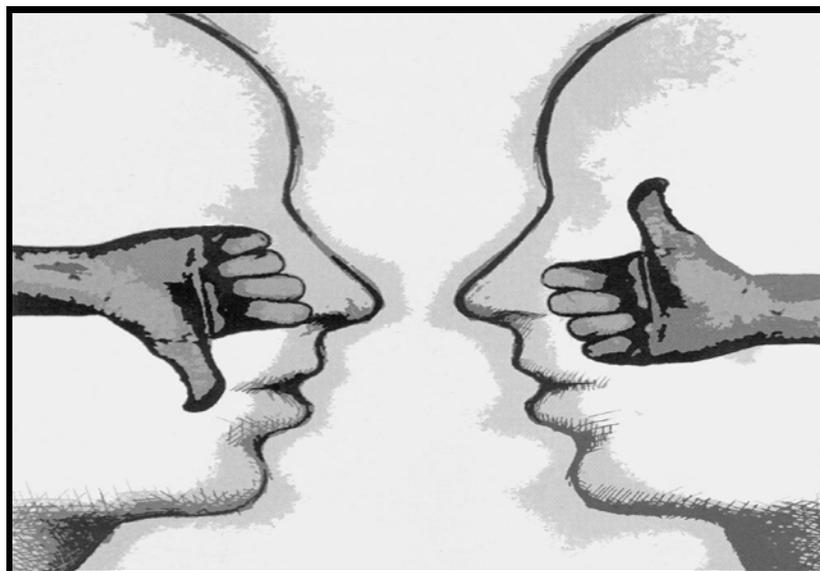
**SECTION A: ESSAY****QUESTION 1**

- Write an essay of between 250 and 300 words in length on ONE of the following topics.
- Write down the number and title of the essay you have chosen, for example 1.1 It was just a second, but it changed everything.
- Give your own title if your choice is QUESTION 1.2, 1.7.1 OR 1.7.2.
- Spend approximately 80 minutes on this section.

- 1.1 It was just a second, but it changed everything. **[50]**
- 1.2 As I sit here ... **[50]**
- 1.3 'Many people will walk in and out of your life but only true friends leave footprints in your heart.' – Eleanor Roosevelt **[50]**
- 1.4 What a match! **[50]**
- 1.5 Your education does not amount to anything if it does not build your character. **[50]**
- 1.6 A happy family is the foundation of a stable society. **[50]**
- 1.7 Choose ONE of the following pictures and write an essay on a topic that comes to mind. Write the question number (1.7.1 OR 1.7.2) and give your essay a suitable title.

**NOTE:** There must be a clear link between your essay and the picture you have chosen.

1.7.1



[Source: Google Images]

**[50]**

1.7.2



[Source: SAWUBONA, October 2015]

**[50]**

**TOTAL SECTION A:**

**50**

**SECTION B: LONGER TRANSACTIONAL TEXT****QUESTION 2**

- Respond to ONE of the following transactional writing tasks.
- The body of your response should be between 120 and 150 words in length. Write down the number and the heading of the text you have chosen, for example 2.1 FRIENDLY LETTER.
- Pay particular attention to format, language and register.
- Spend approximately 40 minutes on this section.

**2.1 FRIENDLY LETTER**

A close family member who works away from home has stopped visiting at the end of each month.

Write a letter to this family member to encourage him/her to visit more often.

**[30]****2.2 COVERING LETTER**

The following is an extract from the Curriculum Vitae of Frederick Jimmy Manolo, a 24-year-old male, who is currently working as an assistant administration clerk at a sports shop.

<b>CURRICULUM VITAE</b>	
<b>PERSONAL DETAILS</b>	
<b>Name</b>	: Frederick Jimmy Manolo
<b>Date of Birth</b>	: 24 April 1992
<b>Nationality</b>	: South African
<b>ID number</b>	: 920424 0123 087
<b>FORMAL QUALIFICATIONS</b>	
<b>Tertiary Education</b>	: UNISA
<b>Qualifications</b>	: Bachelor of Administration (2014)
<b>Secondary School</b>	: Charles Friedman Secondary School, Pretoria
<b>Highest grade passed</b>	: Grade 12 (2010)
<b>WORK EXPERIENCE</b>	
Mr Price Sport Shop – Assistant administration clerk (2015–currently)	
Musica, Centurion – Holiday employment as sales assistant (2011–2012)	
<b>HOBBIES AND INTERESTS</b>	
Tennis – represented Gauteng in the 2008 Interprovincial Tournament	
Long-distance running – completed the Comrades Marathon in 2011 and 2012	

Frederick has come across an advertisement for the position of a senior administration clerk at Centurion Sport Shop and will submit his full CV as well as other relevant documents with his application. The application will be sent to the manager of Centurion Sport Shop.

Using the format of a formal letter, write the **covering letter** Frederick will send with his application.

**[30]****2.3 MAGAZINE ARTICLE**

Strained relationships are often caused by misunderstandings between parents and teenagers. As the chairperson of the youth support group at your school, you have decided to write an article on what can be done to improve relationships between parents and teenagers. This article will appear in a teenage magazine.

Write out your article.

**[30]****2.4 DIALOGUE**

On their way to school, two friends find a wallet with a large amount of money. One wants to keep the money and not return the wallet to the owner, but the other is against the idea.

Write the dialogue that takes place between the friends. Include a brief scenario/context before the dialogue.

**NOTE:** Use the dialogue format.

**[30]****TOTAL SECTION B:****30**

**SECTION C: SHORTER TRANSACTIONAL TEXT****QUESTION 3**

- Choose ONE of the following topics and write a short text.
- The body of your response should be between 80 and 100 words in length.
- Write down the NUMBER and the HEADING of the text you have chosen, for example, 3.1 POSTER.
- Spend approximately 30 minutes on this section.

**3.1 POSTER**

A company is running a poster competition in order to promote recycling in your community.

You have decided to enter the poster competition.

Write out the content of your poster.

**NOTE:** Do NOT include illustrations or drawings.

**[20]****3.2 DIARY ENTRIES**

You are uncertain about whether to study or to work after completing Grade 12. You consulted with your Life Orientation teacher for advice on the matter.

Write out TWO diary entries expressing your feelings before and after speaking to your Life Orientation teacher.

**[20]****3.3 INSTRUCTIONS**

Your younger brother or sister has to deliver a speech as part of his or her English oral examination. Provide a set of instructions on how he or she can prepare and deliver a good speech.

Write out the instructions.

**[20]**

**TOTAL SECTION C: 20**  
**GRAND TOTAL: 100**