

# 2021 National Recovery Annual Teaching Plan: English Home Language Grade 10 Term 1

Term 1 45 days	Week 1: 27-29 January (3 days)	Week 2: 1-5 February (5 days)	Week 3: 8-12 February (5 days)	Week 4: 15-19 February (5 days)	Week 5: 22-26 February (5 days)	Week 6: 1-5 March (5 days)	Week 7: 8-12 March (5 days)	Week 8: 15-19 March (5 days)	Week 9: 23-26 March (4 days)	Week 10: 29-31 March (3 days)
CAPS										
<b>Skills:</b> Listening and speaking  Reading and viewing  Writing and presenting  Language structures and conventions (Integrated into all skills)	Introduction of learners to class <ul style="list-style-type: none"> <li>Features and conventions of oral texts (public speaking techniques, structure and preparation process)</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <b>FIRST WEEK:</b> <b>Baseline test</b> Peer assessment of baseline test Discussion of baseline test  <b>Introduction to genres:</b> <ul style="list-style-type: none"> <li>Key features of texts and parts of a book, including literary genres</li> <li>Literature study               <ul style="list-style-type: none"> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> </li> </ul> Duration: 3 hours  Discuss the features of transactional texts Discuss features of essay types: <ul style="list-style-type: none"> <li>Narrative</li> <li>Descriptive</li> <li>Argumentative</li> </ul> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours	<b>Listening for comprehension</b> (Informative, evaluative, appreciative and interactive) Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> Strategies using written texts: See 3.2 (CAPS)</li> <li><b>Literature study</b> Duration: 4 hours</li> </ul> <b>Transactional texts:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Unprepared speech:</b> <ul style="list-style-type: none"> <li>Features and conventions (public speaking techniques, structure and preparation process)</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> <ul style="list-style-type: none"> <li>Vocabulary development and language use</li> <li>Sentence structures</li> </ul> </li> <li><b>Literature study</b> Duration: 4 hours</li> </ul> <b>Transactional texts:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Unprepared speech:</b> <ul style="list-style-type: none"> <li>Features and conventions (public speaking techniques, structure and preparation process)</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Summary writing</b></li> <li><b>Literature study</b> Duration: 4 hours</li> </ul> <b>Essay:</b> 1 x Narrative/ descriptive / argumentative <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Mediation</b>  <b>Prepared Speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Review/mediate:</b> Test 1: Language in context</li> </ul> <ul style="list-style-type: none"> <li><b>Literature study:</b> <b>Review:</b> <ul style="list-style-type: none"> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> </li> </ul> Work covered in Term 1 Duration: 3 hours  <b>Essay types:</b> Narrative/ descriptive / argumentative <b>Transactional texts studied</b> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours					
<b>Requisite Pre-Knowledge</b>	Listening/speaking skills Process writing Writing skills, format and features of transactional texts Writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Process writing Writing skills, format and features of transactional texts	Features and conventions of oral texts Process writing Writing skills, format and features of transactional texts	Features and conventions of oral texts Process writing Summary writing skills Writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Features and conventions of oral texts Summary writing skills Process writing Writing skills, format and features of essay and transactional texts					
<b>Resources (other than textbook) to enhance learning</b>	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study. Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study. Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness Test 1: Language in context					

Term 1 45 days	Week 1: 27-29 January (3 days)	Week 2: 1-5 February (5 days)	Week 3: 8-12 February (5 days)	Week 4: 15-19 February (5 days)	Week 5: 22-26 February (5 days)	Week 6: 1-5 March (5 days)	Week 7: 8-12 March (5 days)	Week 8: 15-19 March (5 days)	Week 9: 23-26 March (4 days)	Week 10: 29-31 March (3 days)
<b>Informal Assessment</b>	Pre-reading activities for introduction to literature Focus on process writing and features for essays and transactional texts Baseline assessment		Pre-reading activities for introduction to literature Focus on process writing for transactional texts		Authentic listening activities, e.g. radio broadcast Focus on process writing for transactional texts		Focus on summary writing / visual literacy activities: Paper 1 Focus on process writing for essays		Correction of Test 1: Language in context	
<b>SBA (Formal Assessment)</b>			Task 1 Oral: (15 marks) Listening for comprehension		Task 2 Writing: (25 marks) Transactional writing		Task 3 Oral: (15 marks) Unprepared speech		Task 4: Test 1: (35 marks) Language in context Comprehension Summary Language structures and conventions	

# 2021 National Recovery Annual Teaching Plan: English Home Language Grade 10 Term 2

Term 2 51 days	Week 1: 13-16 April (4 days)	Week 2: 19-23 April (5 days)	Week 3: 28-30 April (3 days)	Week 4: 03-07 May (5 days)	Week 5: 10-14 May (5 days)	Week 6: 17-21 May (5 days)	Week 7: 24-28 May (5 days)	Week 8: 31 May-4 June (5 days)	Week 9: 07-11 June (5 days)	Week 10: 14-18 June (4 days)	Week 11: 21-25 June (5 days)
<b>CAPS</b>											
<b>Skills:</b> Listening and speaking  Reading and viewing  Writing and presenting  Language structures and conventions (Integrated into all skills)	<ul style="list-style-type: none"> <li>Features and conventions of oral texts (public speaking techniques, structure and preparation process)</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <b>Informal baseline test of Term 1 work:</b> Peer assessment of baseline test Discussion of baseline test  <b>Review of Term 1 content/ skills</b> <b>Review poetry/ literary essay</b> <ul style="list-style-type: none"> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> Duration: 1,5 hours  Discuss the features of <b>transactional texts</b> covered in <b>previous</b> term. Discuss features of <b>essay types</b> : <ul style="list-style-type: none"> <li>Narrative</li> <li>Descriptive</li> <li>Argumentative</li> </ul> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 1,5 hours	<b>Unprepared reading aloud/prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Summary writing</b></li> <li><b>Literature study</b></li> </ul> Duration: 3 hours  <b>Essay:</b> 1 x Narrative/descriptive/argumentative <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours	<b>Unprepared reading aloud/prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Interpretation of visual texts</b> e.g. adverts, cartoons, pictures</li> <li><b>Literature study</b> Unseen poetry</li> </ul> Duration: 4 hours  <b>Transactional text:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Informal discussions/ conversation</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Applying conventions</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> <ul style="list-style-type: none"> <li>Interpretation of visual texts, e.g. adverts, cartoons, pictures</li> </ul> </li> <li><b>Literature study</b> Seen poem</li> </ul> Duration: 4 hours  <b>Transactional text:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Informal discussions/ conversation/ dialogue/ interview/speech:</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Interpretation of visual texts</b></li> <li><b>Reading for comprehension:</b> <ul style="list-style-type: none"> <li>Textual Editing</li> </ul> </li> <li><b>Literature study</b> Poetry Essay (Seen poem)</li> </ul> Duration: 4 hours  <b>Transactional text:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Mediation</b>  <b>Prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <b>Review/remediation: Test: 2</b>  <ul style="list-style-type: none"> <li><b>Literature study:</b> <b>Review:</b> <ul style="list-style-type: none"> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> </li> </ul> Work covered in Term 2 Duration: 3 hours  <b>Essay types:</b> Narrative/descriptive/argumentative <b>Transactional texts studied</b> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours					
<b>Requisite Pre-Knowledge</b>	Listening/speaking skills Process writing Writing skills, format and features of transactional texts and essays	Listening/speaking skills Summary writing Essay writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts
<b>Resources (other than textbook) to enhance learning</b>	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for summary activity	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual literacy activity	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual literacy activity	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual literacy activity	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual literacy activity
<b>Informal Assessment</b>	Activity on literature genre Pre-reading activities for literature covered in Term 1 Focus on process writing for transactional texts/ essays	Activity on literature genre Process writing for the essay writing tasks Activity on summary writing	Process writing for the transactional writing tasks Activity on visual literacy/ unseen poem	Process writing for the transactional writing tasks Activity on visual literacy/ seen poem	Process writing for the transactional writing tasks Activity on visual literacy/ seen poem	Process writing for the transactional writing tasks Activity on visual literacy/ seen poem	Process writing for the transactional writing tasks Activity on visual literacy/ seen poem	Process writing for the transactional writing tasks Activity on visual literacy/ poetry essay	Process writing for the transactional writing tasks Activity on visual literacy/ poetry essay	Process writing for the transactional writing tasks Activity on visual literacy/ poetry essay	Correction of Test 2: Literature

Term 2 51 days	Week 1: 13-16 April (4 days)	Week 2: 19-23 April (5 days)	Week 3: 28-30 April (3 days)	Week 4: 03-07 May (5 days)	Week 5: 10-14 May (5 days)	Week 6: 17-21 May (5 days)	Week 7: 24-28 May (5 days)	Week 8: 31 May-4 June (5 days)	Week 9: 07-11 June (5 days)	Week 10: 14-18 June (4 days)	Week 11: 21-25 June (5 days)
SBA (Formal Assessment)		Task 5 Writing: (50 marks) Narrative/descriptive/argumentative essay		Task 6 Oral:(10 marks) Unprepared reading aloud/prepared speech						Task 7 Test 2: (35 marks) Literature Poems: 1 Seen poem – literary essay (10) 1 unseen poem – contextual questions (10) Novel/drama - contextual questions (15)	

# 2021 National Recovery Annual Teaching Plan: English Home Language Grade 10 Term 3

Term 3 52 days	Week 1: 13-16 July (4 days)	Week 2: 19-23 July (5 days)	Week 3: 26-30 July (5 days)	Week 4: 02–06 August (5 days)	Week 5: 10-13 August (4 days)	Week 6: 16-20 August (5 days)	Week 7: 23-27 August 5 (days)	Week 8: 30 Aug–03 Sep (5 days)	Week 9: 6-10 Sep (5 days)	Week 10: 13-17 Sep (5 days)	Week 11: 20-23 Sep (4 days)
<b>CAPS</b>											
<b>Skills:</b> Listening and speaking  Reading and viewing  Writing and presenting  Language structures and conventions (Integrated into all skills)	<b>Meetings and meeting procedures: Conversation</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <b>Informal baseline test of Term 2 work:</b> Peer assessment of baseline test Discussion of baseline test  <b>Review of Term 2 content/skills</b> <b>Review poetry/ literary essay</b> <ul style="list-style-type: none"> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> Duration: 1,5 hours  Discuss the features of <b>transactional texts</b> covered in <b>previous</b> term. Discuss features of <b>essay types</b> : <ul style="list-style-type: none"> <li>Narrative</li> <li>Descriptive</li> <li>Argumentative</li> </ul> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 1,5 hours	<b>Storytelling</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Summary writing</b></li> <li><b>Literature study</b>                Literary essay                Duration: 4 hours</li> </ul> <b>Essay: 1 x Narrative/descriptive/ argumentative</b> <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b>                Textual Editing</li> <li><b>Literature study</b>                Literary Essay                Duration: 3 hours</li> </ul> <b>Transactional texts:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours	<b>Prepared speech:</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> <ul style="list-style-type: none"> <li>Vocabulary development and language usage</li> <li>Sentence structures</li> </ul> </li> <li><b>Literature study</b>                Duration: 4 hours</li> </ul> <b>Essay: 1 x Narrative/descriptive/ argumentative</b> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <ul style="list-style-type: none"> <li><b>Interpretation of visual texts</b></li> <li><b>Literature study</b>                Duration: 4 hours</li> </ul> <b>Transactional texts:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	<b>Mediation</b>  <b>Prepared speech</b> <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour  <b>Review/remediation: Term 3 Literature assignment / project:</b> <ul style="list-style-type: none"> <li><b>Literature study:</b>                Review:               <ul style="list-style-type: none"> <li>Literary essay/ poetry essay</li> <li>Novel</li> <li>Drama</li> <li>Poetry</li> </ul> </li> </ul> Work covered in Term 3 Duration: 3 hours  <b>Essay types</b> <b>Transactional texts studied</b> <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours					
<b>Requisite Pre-Knowledge</b>	Listening/speaking skills Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Process writing Features and conventions of oral texts Process writing- summary writing Essay writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Features of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Process writing Essay writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Process writing Writing skills, format and features of transactional texts	Listening/speaking skills					
<b>Resources (other than textbook) to enhance learning</b>	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical Language awareness	Additional resources for Literature study. Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for summary activity	Additional resources for Literature study. Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 2 / Paper 1	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers Paper 1 for visual texts activity	Additional resources for Literature study Second Chance: Study Guide: Critical language awareness Second Chance: Study Guide: Writing					

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<b>Informal Assessment</b>	Activity on literature genre Pre-reading activities for literature covered in term 3 Focus on process writing for transactional texts/ essays.	Activity on literature genre Process writing for the essay writing tasks Activity on summary writing		Process writing for the transactional writing tasks Activity on visual literacy/ unseen poem		Process writing for essay writing Activity on visual literacy/ unseen poem		Process writing for the transactional writing tasks Activity on visual literacy/ poetry essay			
<b>SBA (Formal Assessment)</b>				Task 8 Literature: (35 marks) Assignment/Project				Task 9 Oral: (10 marks) Prepared speech			

# 2021 National Recovery Annual Teaching Plan: English Home Language Grade 10 Term 4

Term 4 47 days	Week 1: 05-08 Oct (4 days)	Week 2: 11-15 Oct (5 days)	Week 3: 18-22 Oct (5 days)	Week 4: 25-29 Oct (5 days)	Week 5: 1-5 Nov (5 days)	Week 6: 8-12 Nov (5 days)	Week 7: 15-19 Nov (5 days)	Week 8: 22-26 Nov (5 days)	Week 9: 29 Nov – 3 Dec (5 days)	Week 10: 6- 8 Dec (3 days)
<b>CAPS</b>										
<b>Skills:</b> Listening and speaking Reading and viewing Writing and presenting Language structures and conventions (Integrated into all skills)	Introducing a speaker/vote of thanks: <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Applying conventions</li> </ul> Duration: 1 hour <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> Strategies using written texts. See 3.2 (CAPS)</li> <li><b>Literature study</b> Duration: 3 hours</li> </ul> Essay: 1 x Narrative/descriptive/ argumentative <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 3 hours	Debate/Panel discussions: <ul style="list-style-type: none"> <li>Features and conventions</li> <li>Planning, researching, organising, practising and presenting</li> </ul> Duration: 1 hour <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> Interpretation of visual texts</li> <li><b>Literature study</b> Duration: 4 hours</li> </ul> <b>Transactional text:</b> Friendly/ formal letters (request/ complaint/ application/ business) / formal and informal letters to the press/ curriculum vitae and covering letter only/ agenda and minutes of meeting /obituary/ formal or informal report/ review/ newspaper article/ magazine article/ speech/ dialogue / interview/ email <b>Focus on:</b> <b>Process writing:</b> Planning, drafting, revising, editing, proof-reading and presenting <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	Prepare for examination <b>Revision</b> <b>Informal discussions/conversation:</b> Features and conventions Duration: 1 hour <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> Comprehension Summary Language Structures and Conventions</li> <li><b>Literature study</b> Novel, drama &amp; poetry Duration: 4 hours</li> </ul> <b>Transactional text:</b> <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	Prepare for examination <b>Revision</b> <b>Informal discussions/conversation:</b> Features and conventions Duration: 1 hour <ul style="list-style-type: none"> <li><b>Reading for comprehension:</b> Comprehension Summary Language Structures and Conventions</li> <li><b>Literature study</b> Novel, drama &amp; poetry Duration: 4 hours</li> </ul> <b>Transactional text:</b> <b>Language structures and conventions</b> <ul style="list-style-type: none"> <li>Register, style and voice</li> <li>Word choice</li> <li>Sentence construction</li> <li>Paragraph writing</li> <li>Punctuation and spelling</li> </ul> <b>Format and features of chosen text</b> Duration: 4 hours	Notes on or guidelines for final examinations: Task 10 End-of-year- examinations: (300 marks) Paper 1 – Language in context (70 marks) – 2 hrs Paper 2 – Literature (80 marks) – 2.5 hrs Paper 3 – Writing (100 marks) – 3 hrs Paper 4 – *Orals (50 marks) * Oral for formal assessment: Learners should do one listening for comprehension (Task 1), one unprepared speech (Task 3), and either two prepared speeches OR one prepared speech and one unprepared reading aloud (Task 6 and Task 9).					
<b>Requisite Pre-Knowledge</b>	Listening/speaking skills Process writing Essay writing skills, format and features of essay types, paragraph writing	Listening/speaking skills Interpretation of visual texts Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Process writing Writing skills, format and features of transactional texts	Listening/speaking skills Process writing Writing skills, format and features of transactional texts						
<b>Resources (other than textbook) to enhance learning</b>	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers	Additional resources for Literature study Second Chance: Study Guide: Writing Second Chance: Study Guide: Critical language awareness Previous year examinations papers						
<b>Informal Assessment</b>	<b>Focus on Paper 1:</b> Answering the comprehension Summary writing Visual literacy	<b>Focus on Paper 1:</b> Advertisement / cartoon	Process writing for the transactional writing tasks Revision activities on literature genres	Process writing for the transactional writing tasks Revision activities on literature genres						
<b>SBA (Formal Assessment)</b>										