

# **Tutorial Letter 201/1/2018**

**BEd (Senior Phase and FET)**

**Guidance, Counselling and Life Skills Education for  
the Subject Teacher**

**EDA3013**

**Semester 1**

**Department of Psychology of Education**

This tutorial letter contains important information  
about your module.

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## Dear Student

The aim of this tutorial letter is to orientate you with regard to the examination by providing you with the following:

- information on the structure of the examination paper
- essential examination techniques
- an overview of the content covered by the assignments

This is the last tutorial letter for this semester. It contains guidelines that will help you to prepare for the examination. You **must** use your prescribed study guide in preparation for the examination. If you use only previous examination papers and/or rely on your general knowledge, you will definitely fail.

We would like to bring the following matters to your attention regarding your preparation for the examination and the assignments.

## 1. THE EXAMINATION

### **Demarcation or “scoping” for examinations and assessments**

**In terms of a decision reached by the College, lecturers may not demarcate or “scope” specific work for examination purposes and examination questions should be based on all the work covering the notional hours of modules. Lecturers should encourage students to learn everything. In cases where competencies or skills are assessed differently during the tuition period, the various methods of assessment will be spelled out clearly by the lecturer in Tutorial Letter 201.**

**According to Assessment Procedure Manual 2013, paragraph 4.5.2(e), the examination memoranda (guidelines, rubrics, and so on) shall not be made available to students.**

The examination will be based on all aspects of the curriculum and will be covered by short questions, paragraph and essay-type questions (such as in Assignments 01 and 02).

It is essential that you prepare for the examination with the outcomes of this course in mind, namely

- identifying learners with problems
- realising where a problem occurs
- identifying sources from which learners can obtain assistance
- developing a support system for learners
- applying knowledge gained about life skills when working with learners

## 1.1 Structure of the examination paper

The examination will take the form of a **closed-book** examination. The time allocation for the examination paper is **TWO (2)** hours, during which you will have to answer **FOUR (4) compulsory** questions. These compulsory questions comprise short questions (counting 2–5 marks each), as well as paragraph- or essay-type questions (which count 10–25 marks each).

### 1.1.1 Short questions

The short questions will require you to:

- explain concepts
- indicate whether a statement is true or false, as well as substantiate your choice

The format is the same as used in Assignments 01 and 02 and the paper covers all the material in the study guide. Please revise all the short questions and paragraph-type questions in the compulsory assignments and the theory in your study guide.

### 1.1.2 Long questions

The style of the long questions is the same as in Assignments 01 and 02, namely an essay question comprising sub-questions. These are application-type questions where you have to explain and apply the theory.

#### When studying for the examination:

- Start to study well in advance and reflect on the work that you have studied.
- Study your work so that you understand what you have learnt. Don't simply memorise your work.
- This is an applied course, which requires you to transfer your theoretical knowledge to the school and classroom situation.
- Think about strategies for how to implement what you have studied in the classroom situation.
- Regularly revise the work that you have studied and discuss it with your fellow students. Share implementation ideas with your fellow students to enable you to put theory into practice.
- Follow a healthy lifestyle by eating healthily, exercising regularly and ensuring that you relax and sleep enough to enable your body and mind to function optimally when studying and writing your examination.
- Be punctual for your examination. Ensure that you have the correct **date, time and place** for the scheduled examination.

## When writing the examination:

The use of “crib notes” is a serious transgression, for which you will be severely penalised.

- Make sure that you are on time and know beforehand where the venue is.
- Read through the questions carefully and underline the keywords. Take some extra time to make sure that you understand what is expected of you. Don't allow yourself to panic and become confused when questions are formulated differently from what you expected.
- **Take note** of the mark allocation for each question. Make sure your answer is comprehensive enough to justify the marks allocated. For example, **(10) marks requires 10 relevant points (facts) in your answer**. If you simply discuss **the same point (fact) in ten different ways, you will earn only 1 mark**. Also try to illustrate your answers by giving examples.

**EXAMINATION HINT: For FIVE (5) marks write at least FIVE (5) facts. For TWENTY (20) marks write at least TWENTY (20) facts. Try and illustrate with examples.**

## 2. COMPULSORY ASSIGNMENTS

Study the feedback you have received on the assignments as part of your examination preparation. Please contact your e-tutor and/or lecturers for any enquiries or support in this regard.

### Assignment 01 for Semester 1

In **question 1**, you have to choose between true or false, substantiate your choice and give a study guide reference for your answer.

STATEMENT	ANSWER
1.1 Perception is not one of the cognitive faculties used by the learners to orient themselves in the environment.	False Section 1.9.2.2
1.2 School guidance, counselling and teaching life skills as a school subject is not objective specific.	False Section 1.5
1.3 Cheating is an antisocial act.	True Section 2.2.1
1.4 The reflective cognitive style is typical of learners in the senior secondary phase.	False Table 2.1
1.5 A counsellor should always prescribe to learners how to grow to assist learners to help themselves.	False Section 3.1

**Question 2** is intended to assess whether or not you understand the different concepts explained in your study guide. Refer to the rubric in your assignment to ascertain how the marks are allocated. You will find the correct answers under the following sections in your study guide:

- 2.1 educational guidance (section 2.7)
- 2.2 working conditions (section 2.17.2.2)
- 2.3 learning disabilities (section 2.10)
- 2.4 external frame of reference (section 3.12)
- 2.5 creativity (section 4.10.2)

**Question 3** is an application question to assess whether you understand the different concepts explained in your study guide and are able to apply the theory in practice. Refer to the rubric in your assignment to ascertain how the marks are allocated. See section 2.13 and the checklist (on p 193) for the theory underpinning this question.

**Question 4** is about career education programmes. This question, like question 3, is an application question to assess whether you understand the different concepts explained in your study guide and are able to apply the theory in practice. Refer to the rubric in your assignment to ascertain how the marks are allocated. See section 2.17.2.2 for the theory underpinning this question.

### Assignment 02 for Semester 1

Most of the questions in the second assignment are application questions.

**Question 1** is a long/paragraph question to assess whether you understand the theory discussed in your study guide. Refer to the rubric in your assignment to ascertain how the marks are allocated. See section 3.4 for the theory underpinning this question.

**Question 2** is a long/paragraph question to assess whether you understand the theory discussed in your study guide. Refer to the rubric in your assignment to ascertain how the marks are allocated. See section 3.3 for the theory underpinning this question.

**Question 3** is a practical exercise to assess whether you understand the theory discussed in your study guide and can apply the theory in practice through self-reflection. Refer to the rubric in your assignment to ascertain how the marks are allocated. See section 4.13 for the theory underpinning this question.

**Question 4** is an essay-type question to assess whether you understand the theory discussed in your study guide and are able to apply the theory in practice. Refer to the rubric in your assignment to ascertain how the marks are allocated. See sections 4.14 and 4.6.3 for the theory underpinning this question.

### 3. CONCLUSION

It is indeed a privilege to teach this very exciting and worthwhile module. We trust that you found this module enriching in both your personal and professional lives and we wish you success in your studies. We are looking forward to celebrating your distinction in this module!

You are welcome to contact us if you experience any difficulties in understanding either this module or the tutorial letter. If you do need to contact us, we recommend that you do so via **e-mail**.

#### Primary lecturer

Dr CP Haasbroek  
[haasbcp@unisa.ac.za](mailto:haasbcp@unisa.ac.za)

#### Secondary Lecturers

Ms D Kumalo  
[kumaldm@unisa.ac.za](mailto:kumaldm@unisa.ac.za)

Mr H Venter  
[Eventeha@unisa.ac.za](mailto:Eventeha@unisa.ac.za)

Kind regards

*Your lecturers and e-tutors*