

Moderation using the *Site Visit Correlation: data sheet 4*

The purpose of this verification activity is to **compare** the way the Learner Assessment Portfolios (LAPs) were completed with the results of a brief set of assessment exercises the learners did during a site visit to the class by SAQA personnel in late 2012.

The process

Each moderator will have a pack of **LAP** s from the class visited and a set of **Site Visit Record** sheets completed by learners in that particular class (though not necessarily from all the learners in the class).

- A. Take the yellow **Site Visit Correlation: data sheet 4** and fill in your Name, ID, and Unique Kha Ri Gude number, and then the Province, Language, Educator name and the Educator ID for the set of LAPs you have in hand. If there is more than one language in the set, use a separate data sheet for each language.
- B. It will be useful at this point to put the pile of **Site Visit Record** sheets and the **LAP**s in the order of the Learner's unique number (01 to 18) because you have to match the **Site Visit Record** for each learner with that learner's **LAP**.

Now take the first **Site Visit Record** sheet and the matching **LAP** and complete the steps C, D and E below.

- C. Look at the **Site Visit Record** sheet and complete the steps 1 to 9 below in the section on the **Site Visit Correlation: data sheet 4** in the sections 'Learner Unique Number' and 'Site visit record'.

*Note: All the handwriting in green is by the SAQA visitor. Do not mark **green** text in the answers – it is **not** by the learner.*

- 1. Fill in the "Learner Unique Number" (on front cover of LAP and on page i of the LAP).
- 2. Enter the learner's answer for "Number of years learner attended school" (0 to 5) on page i of the LAP into the column *Sch*.
- 3. Enter the learner's answer to the question "Could you read before the start of the Kha Ri Gude programme?" (No = 1; A little = 2; Yes = 3) in column *Rpl*.
- 4. Mark the learner's performance on the "Fill in this form" activity out of 8 (using the 8 blue mark blocks – each block ticked is a mark for an adequate answer by the learner) in column *Fif*.
- 5. Mark the learner's answers to the "Read and fill in the right word" reading comprehension by filling in the five missing words in the text out of 5 (a mark for each plausible word) in column *Wor*.
- 6. Write in the score written down for "Reading aloud" (Could not read at all = 1; With great difficulty = 2; Slowly and with some difficulty = 3; Adequately = 4; Fluently = 5) in column *Lee*.

7. Mark the learner's completion of the question "Write what you do during the week at these times" out of 6 (a mark for each meaningful statement) in column *Tod*.
8. Mark the learner's answers to "Fill in the missing numbers" out of 10 (a mark for each correct number) in double column *Num*.
9. Mark the learner's completion of "Add the following" addition sums out of 4 in column *Add*.

D. Next take the matching LAP belonging to that learner and complete the steps 1 to 8 below in the section "LAP":

1. Fill in the number of "Number of years learner attended school" (one of 0 to 5) on page i into column *Yrs*.
2. Fill in the answer to "Has learner ever learnt to read and write before joining the Kha Ri Gude?" (1 (Yes) or 2 (No) in column *Lpr*.
3. Copy the "Total Combined Mark" from the mark sheet page i into double column *Total*.
4. Fill in the learner's **Total number of ticks** for Activity 2 "Filling in a form" on page 3 of the LAP (out of 8) in column *A2*.
5. Fill in the learner's **Mark** for Activity 4 "Reading speed" on page 7 of the LAP (out of 5) in column *A4*.
6. Count the number of ticks for Part B *only* of Activity 5, "Now say what you do during the week at these times" and fill in this mark (out of 6) in column *A5B*. [Do not use the mark in the **Total number of ticks** block, as it is for both parts A and B.]
7. Fill in the learner's **Mark** for Activity 7 "Comprehension" on page 13 of the LAP (out of 5) in column *A7*.
8. Count the number of ticks the "Fill in the missing numbers" part of Activity 13 on page 21 only (out of 10) in column *A13*.
9. Count the number of ticks for the first 4 blocks in Activity 14 "Addition and subtraction" on page 22 only and fill in this mark (out of 4) in column *A14*.

F. Now, on the basis of your looking at the learner's **Site Visit Record** and **LAP** do a comparison in the section "Compare" :

1. Fill in your **own** assessment of the authenticity of the **LAP** compared with the **Site Visit Record** (Clearly different writers/handwriting = 1; Problematic, difficult to judge = 2; Mixed - most is clearly by the same learner = 3; Fully authentic = 4) and fill it in column *Ove*.