basic education Department: Basic Education REPUBLIC OF SOUTH AFRICA

2023/24 ANNUAL TEACHING PLANS: ENGLISH HOME LANGUAGE: GRADE 12 (TERM 1)

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TERM 1	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	WEEK 10	WEEK 11
LISTENING AND SPEAKING READING AND VIEWING WRITING AND PRESENTING LANGUAGE STRUCTURES AND CONVENTIONS (INTEGRATED INTO ALL SKILLS)	Consolidation of Grade 11 skills and content Peer assessment of baseline test Discussion of baseline test Introduction of learners to class Discuss the features of literary texts (texts not covered in Grade 11) Introduction to genres Baseline test Duration: 1 hour Key features of texts and parts of a book, including literary genres Literature study Poetry Drama Novel/folklore Duration: 1 hour	Unprepared speech Features and conve Planning, researchi practising and pres Duration: 1 hour Literature study Poetry Novel Drama Duration: 4 hours Essay: 1 x reflective, n argumentative, discursivisual stimuli Focus on Register, style and Word choice Sentence construct Paragraph writing Punctuation and s Process writing: Plantevising, editing, proofr presenting Duration: 3 hours Language structures context Refer to pages 93 document Duration:1 hour	ing, organising, enting parrative, ive, descriptive, descriptive, descriptive, description and conventions in	preparation process) Planning, researchin and presenting Duration: 1 hour Literature study Poetry Novel Drama Duration: 4 hours Transactional text: Frie (request, application, bu sympathy, congratulation Vitae and cover letter (a mail, formal report, inforn newspaper article, magaminutes of meeting (ask formal speech, informal interview, obituary, letter Focus on Register, style and Word choice Sentence construct Paragraph writing Punctuation and sp Process writing: Plann editing, proofreading and Duration: 3 hours Language structures a	endly letter, formal letter siness, complaint, ns, thanks), Curriculum sked as a combination), emal report, review, azine article, agenda and ed as a combination), speech, dialogue, written to press voice	Preparation proces Planning, research practising and pres Duration: 1 hour Literature study Poetry Novel Drama Duration: 4 hours Transactional text: Fletter (request, applications), formal/inform Curriculum Vitae and combination), e-mail, report, review, newsparticle, agenda and mas a combination), for speech, dialogue, write Focus on Register, style and Word choice Sentence construction. Paragraph writing Punctuation and Process writing: Plate editing, proofreading and Duration: 2 hours	chniques, structure and s) ning, organising, senting friendly letter, formal stion, business, congratulations, al letter to the press, cover letter (asked as a formal report, informal aper article, magazine inutes of meeting (asked mal speech, informal ten interview, obituary d voice uction spelling nning, drafting, revising, and presenting and conventions in	and presenting Duration: 1 hour Summary writing Literature study Poetry Novel Drama Duration: 4 hours Essay: 1 x reflective, nadiscursive, descriptive, Focus on Register, style and Word choice Sentence construct Paragraph writing Punctuation and sp Process writing: Plantediting, proofreading and Duration: 2 hours Language structures accontext	arrative, argumentative, visual stimuli voice ction pelling ning, drafting, revising, and presenting	Prepared speech Features and cor Planning, researd practising and prepared study Summary writing Literature study Poetry Novel Drama Duration: 4 hours Essay: 1 x reflective argumentative, discuster argumentative, discuster style argumentative, discuster style argumentative argumentative. Paragraph writing argumentation and process writing: Placetising, editing, propresenting Duration: 2 hours Mediation of languate Language structure conventions Duration: 2 hours	ching, organising, resenting g e, narrative, ursive, descriptive and voice truction ng d spelling lanning, drafting, ofreading and
REQUISITE PRE- KNOWLEDGE	 Listening/speaking skills Process writing Writing skills, format and features of transactional texts 	Process writing Essay writing skil features of essay	types	Listening skills Process writing Writing skills, form transactional texts		Process writing Writing skills, for transactional tex		Process writing Essay writing skills essay types	ventions of oral texts s, format and features of		
RESOURCES (OTHER THAN TEXTBOOK) TO ENHANCE LEARNING	Additional resources for literature study DBE: Study guide: Writing Study guide: Critical language awareness Creative writing self-study guide Integrated approaches study guidebook one and two	Additional resources fo DBE: Study guide: Study guide: Critic awareness Creative writing se Integrated approace one and two	: Writing cal language	Creative writing self	Writing Il language awareness	Additional resources f DBE: Study guide: Critical awareness Creative writing solution one and two	e: Writing cal language	Additional resources for DBE: Study guide: Study guide: Critice Creative writing sel Integrated approace one and two	Writing al language awareness If-study guide	Additional resources DBE: Study guide: Crawareness Creative writing Integrated approguidebook one a	de: Writing itical language self-study guide paches study

TERM 1	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	WEEK 10	WEEK 11
INFORMAL ASSESSMENT	Pre-reading activities for introduction to literature	literature	ies for introduction to	Authentic listening a broadcast	ctivities, e.g. radio	4	sual text questions 3 and	Focus on process with	riting for essays		
	Focus on process writing and features for transactional texts	Focus on process	writing for essays			Focus on process texts	writing for transactional				
	Baseline assessment										
SBA (FORMAL	Task 1:	Task 2:		Task 3:		Task 4:		Task 5:			
ASSESSMENT)	Oral (15 marks)	Writing (50 marks)		Writing (25 marks)		Oral (15 marks)		Test (35 marks)			
	Listening for comprehension		/discursive/reflective/	Transactional writing		Unprepared speech		Language in context: 0 summary	Comprehension		
		argumentative essay						Language structures a	nd conventions		

2023/24 ANNUAL TEACHING PLANS: ENGLISH HOME LANGUAGE: GRADE 12 (TERM 2)

TERM 2	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	WEEK 10	WEEK 11
LISTENING AND SPEAKING READING AND VIEWING WRITING AND PRESENTING LANGUAGE STRUCTURES AND CONVENTIONS (INTEGRATED INTO ALL SKILLS)	Unprepared reading aloud/prepared speech Duration: 1 hour Literature study Poetry Novel/folklore Drama Duration: 1,5 hours Language structures and conventions Reading for comprehension: Strategies using written texts: See 3.2 (CAPS) Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Format and features of chosen text Duration: 1,5 hours	Unprepared reading aloud/p Duration: 1 hour Literature study Poetry Novel Drama Duration: 4 hours Essay: 1 x reflective, narra discursive, descriptive, visus Focus on Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spellin Process writing: Planning editing, proofreading and propuration: 2 hours Language structures and Refer to pages 93-94 of Duration: 2 hours	tive, argumentative, al stimuli De Ing Ing Indian drafting, revising, resenting Conventions in context	Unprepared reading aloud/prepared speech Duration: 1 hour Literature study Poetry Novel Duration: 4 hours Transactional text: Friendly letter, formal letter (request, application, business, complaint, sympathy, congratulations, thanks), formal/informal letter to the press, Curriculum Vitae and cover letter (asked as a combination), e-mail, formal report, informal report, review, newspaper article, magazine article, agenda and minutes of meeting (asked as a combination), formal speech, informal speech, dialogue, written interview, obituary Focus on Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Process writing: Planning, drafting, revising, editing, proofreading and presenting Duration: 2 hours Language structures and conventions in context Refer to pages 93-94 of CAPS document		Duration: 1 hour Reading for comprehe development and languar Sentence structures Literature study Poetry Novel Drama Duration: 4 hours Transactional/essay writing Focus on Register, style and voi Word choice Sentence construction Paragraph writing Punctuation and spelli Process writing: Planning proofreading and presenting Duration: 2 hours Language structures and	 Reading for comprehension Vocabulary development and language use Sentence structures Literature study Poetry Novel Drama Duration: 4 hours Transactional/essay writing Focus on Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Process writing: Planning, drafting, revising, editing, proofreading and presenting Duration: 2 hours Language structures and conventions in context Refer to pages 93-94 of CAPS document 		Mid-year examinations (150 marks) / Test Paper 1 – Language in context (70 marks) – 2 hours Comprehension (30) Summary (10) Advertisement (10) Cartoon (10) Prose (10) Paper 2 – Literature (80 marks) – 2,5 hours Seen poems (20) Unseen poem (10) Novel (25) Drama (25)		
REQUISITE PRE- KNOWLEDGE	Speaking skills Process writing Writing skills, format and features of transactional texts Knowledge of register and style	Features and convention Process writing - summ Essay writing skills, forr essay types, paragraph	ary writing mat and features of	Features and conventio Interpretation of visual to Process writing Writing skills, format and texts		Listening/speaking skil Process writing Writing skills, format an texts	ls Id features of transactional				
RESOURCES (OTHER THAN TEXTBOOK) TO ENHANCE LEARNING	Additional resources for literature study DBE: Study guide: Writing Study guide: Critical language awareness Creative writing self-study guide Integrated approaches study guidebook one and two	Additional resources for lit DBE: Study guide: Wri Study guide: Critical la Creative writing self-st Integrated approaches and two	ting nguage awareness udy guide	Additional resources for lit DBE: Study guide: Writ Study guide: Critical lat Creative writing self-stu Integrated approaches two	ing nguage awareness	Additional resources for li DBE: Study guide: Wr Study guide: Critical la Creative writing self-si Integrated approaches	iting anguage awareness	DBE: Study Study guide: Creative writ	Critical language a	awareness	
INFORMAL ASSESSMENT	Process writing for the Literary essay	Revision of Paper 1: Ques Analysis of poems – To b activity	,	Past Paper 1s: Visual text of Focus on process writing fo	•	Focus on Paper 1: Answe summary writing	ring the comprehension				
SBA (FORMAL ASSESSMENT)	Task 6 Unprepared reading aloud/prepared speech (10 marks)			Task 7 Unprepared reading aloud/pmarks)	repared speech (10			Task 8 Mid-year examin	nations (150) / Tes	t	

2023/24 ANNUAL TEACHING PLANS: ENGLISH HOME LANGUAGE: GRADE 12 (TERM 3)

TERM 3	WEEK 1	WEEK 2 WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	WEEK 9	WEEK 10	WEEK 11
CAPS SKILLS READING AND VIEWING WRITING AND PRESENTING LANGUAGE STRUCTURES AND CONVENTIONS (INTEGRATED INTO ALL SKILLS)	Interpretation of visual texts Literature study Poetry Novel Drama Duration: 2 hours Transactional text Friendly letter, formal letter (request, application, business, complaint, sympathy, congratulations, thanks), formal/informal letter to the press, Curriculum Vitae and cover letter (asked as a combination), e-mail, formal report, informal report, review, newspaper article, magazine article, agenda and minutes of meeting (asked as a combination), formal speech, informal speech, dialogue, written interview, obituary Focus on Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Process writing: Planning, drafting, revising, editing, proofreading and presenting Duration: 1,5 hours Language structures and conventions in context Refer to pages 93-94 of CAPS document Duration: 1 hour	Literature study Poetry Novel Duration: 5 hours Transactional text Friendly letter, formal letter (request, application business, complaint, sympathy, congratulation thanks), formal/informal letter to the press, Curriculum Vitae and cover letter (asked as a combination), e-mail, formal report, informal report, review, newspaper article, magazine article, agenda and minutes of meeting (asked a combination), formal speech, informal speech dialogue, written interview, obituary Focus on Register, style and voice Word choice Sentence construction Paragraph writing Punctuation and spelling Process writing: Planning, drafting, revising, editing, proof-reading and presenting Duration: 2 hours Language structures and conventions in context Refer to pages 93-94 of CAPS document	Focus on Register, style and voice Word choice Sentence construction Paragraph writing Process writing: Planning, cediting, proof-reading and preduration: 2 hours Language structures and cere Refer to pages 93-94 of Duration: 2 hours	drafting, revising, esenting	context	voice ion elling ing, drafting, revising, d presenting	 Comprehension Summary (10) Advertisement Cartoon (10) Prose (10) Paper 2 – Litera Seen poems (Unseen poems Novel (25) Drama (25) 	age in context (76 on (30)) t (10) ature (80 marks) - (20) i (10)		
REQUISITE PRE- KNOWLEDGE	Speaking skills Interpretation of visual texts 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 convention Process writing	s of oral texts	Report-writing skills,	format and features				
RESOURCES (OTHER THAN TEXTBOOK) TO ENHANCE LEARNING	Additional resources for literature study DBE: Study guide: Writing Study guide: Critical language awareness Creative writing self-study guide Integrated approaches study guidebook one and two	Additional resources for literature study DBE: Study guide: Writing Study guide: Critical language awareness Creative writing self-study guide Integrated approaches study guidebook of and two	Creative writing self-stud	ng guage awareness dy guide	Creative writing self	Writing I language awareness	DBE: Study g Study guide: Creative writing	Critical language on ng self-study guide	awareness	
SBA (FORMAL ASSESSMENT)		Task 9 Literature: (35 marks) Literature assignment (35) OR Contextual questions (10) and Literary essay	(25)				Task 10 Trial examination	ns (250)		

2023/24 ANNUAL TEACHING PLANS: ENGLISH HOME LANGUAGE: GRADE 12 (TERM 4)

TERM 4	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5-10				
CAPS SKILLS	Prepare for examination by using previous examination	tion papers regarding:	Prepare for examination by using previous examinat	Prepare for examination by using previous examination papers regarding:					
	Language in context		Language in context	Final NSC examinations					
READING AND VIEWING	Comprehension		Comprehension						
VIEWING	Summary		• Summary	·					
WRITING AND	Language structures and conventions		Language structures and conventions						
PRESENTING	Literature		Literature						
	Novel		Novel						
LANGUAGE	• Drama		Drama						
STRUCTURES AND	Poetry		Poetry						
CONVENTIONS (INTEGRATED INTO	Duration: 3 hours		Duration: 3 hours						
	Prepare for examination by using previous examina	tion papers on:	Prepare for examination by using previous examinat	tion papers on:					
	Writing		Writing						
	• Essays		• Essays						
	Transactional texts		Transactional texts						
	Focus on		Focus on						
	Process writing Planning, drafting, revising, editing, pro	pofreading and presenting	Process writing Planning, drafting, revising, editing, pro						
	Duration: 3 hours		Duration: 3 hours						
	Language structures and conventions		Language structures and conventions						
	Register, style and voice		Register, style and voice						
	Word choice		Word choice						
	Sentence construction		Sentence construction						
	Paragraph writing		Paragraph writing						
	Punctuation and spelling		Punctuation and spelling						
	Format and features of chosen text		Format and features of chosen text						
	Duration: 3 hours		Duration: 3 hours						
REQUISITE PRE-	Process writing		Process writing						
KNOWLEDGE	Writing skills, format and features of transactional in the second	exts and essays	Writing skills, format and features of transactional t	exts and essays					
	Language structures and conventions	,	Language structures and conventions	•					
RESOURCES (OTHER	Additional resources for literature study		Additional resources for literature study						
THAN TEXTBOOK) TO	Second Chance: Study guide: Writing		Second Chance: Study guide: Writing						
ENHANCE LEARNING	Second Chance: Study guide: Writing Second Chance: Study guide: Critical language aw	granass	Second Chance: Study guide: Writing Second Chance: Study guide: Critical language aw	granass					
	Creative writing self-study guide	al chess	Integrated approaches study guidebook one and tv						
	Creative writing son study guide		Triegrated approaches study guide Creative writing self-study guide						
INFORMAL	Devision of Dancy 4: Corresphension assessment	literacy lenguage etweeters and conventions							
INFORMAL ASSESSMENT,	Revision of Paper 1: Comprehension, summary, visual Payisian of Paper 2: The writing process types of each		Revision of Paper 3: Formats of transactional texts	contoxtual questions					
REMEDIATION	Revision of Paper 3: The writing process, types of ess	ays	Revision of Paper 2: Analysis of poetry, literary essay						