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## AMAGAMA ABABHALI BALO MQULU-MIND THE GAP

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### Ministerial Foreword

The Department of Basic Education remains steadfastly committed to innovative strategies aimed at enhancing learner attainment. Consistent with the government's commitment in promoting the indigenous languages that form the tapestry of our democratic landscape, this Mind the Gap Self study guide is a concrete demonstration of this commitment.

The release of this self-study guide incorporates all the official African Home Languages focusing on the creative writing genre at this stage. Not only does the study guide incorporate the African languages, but it also incorporates South African Sign Language Home Language, Afrikaans Home Language and English First Additional Language.

This creative writing self-study guide is responding to the broader sectoral reading challenges that the country is experiencing. It seeks to strengthen the following strands of the National Reading Sector Plan: Teacher Development and Support; Direct Learner Support; and Provisioning and Utilisation of the Learning and Teaching Support Materials. Its interactive nature will make it easier for both teachers and learners to read, to learn or study. It is hoped that through this Study Guide, the reading and learning outcomes will be achieved.

Examples of the types of questions a learner may expect to be asked in an examination, are included in this study guide. In order to build understanding, specific questions and possible responses form part of this self-study guide package.

It is designed to appeal to any learner offering Grade 10-12, whether as a part-time or a full-time candidate. Educators in the field will also find it an invaluable resource in their practice.

Every learner is a national asset, all you need now is to put in the hours required to prepare for the examinations and excel!

We wish each and every one of you good luck and success



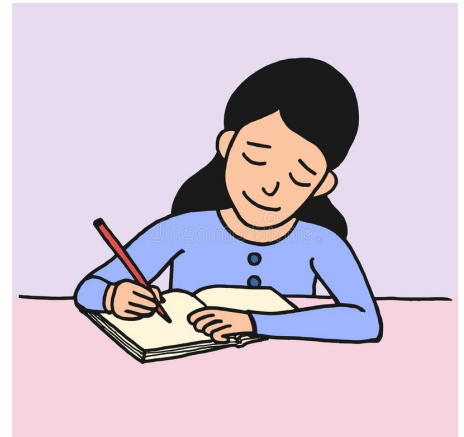
INOMBOLO	OKUQUKETHWE	IKHASI
1.	<b>Isingeniso</b> <ul style="list-style-type: none"> <li>• Isandulela .....</li> <li>• Indlela yokusebenzisa lo mquku.....</li> <li>• Amasu ongawasebenzisa ukuphendula imibuzo ngosuku lokuhlolwa.....</li> <li>• <b>Okulindelwe umhloli wephepha</b> <ul style="list-style-type: none"> <li>○ Ulimi Lwasekhaya.....</li> <li>○ Ulimi Lokuqala Lokwengeza.....</li> <li>○ Ulimi Lwesibili Lokwengeza.....</li> </ul> </li> <li>• Okulindeleke kumfundi ngesikhathi sokuhlolwa.....</li> </ul>	4
2.	<b>Ukubhala okuqhubekayo</b>	4
	<b>ISIQEPHU A: Izindaba / Ama-Eseyi</b>	5
3.	<b>Izinhlobo zemibhalo yokuziqambela</b>	10
3.1	Indaba elandisayo <ul style="list-style-type: none"> <li>• Izimpawu zendaba elandisayo</li> <li>• Imisebenzi yabafundi</li> </ul>	10
3.2	Indaba echazayo <ul style="list-style-type: none"> <li>• Izimpawu zendaba elachazayo</li> <li>• Imisebenzi yabafundi</li> </ul>	11
3.3	Indaba eningayo <ul style="list-style-type: none"> <li>• Izimpawu zendaba eningayo</li> <li>• Imisebenzi yabafundi</li> </ul>	13
3.4	Indaba eqhathanisayo <ul style="list-style-type: none"> <li>• Izimpawu zendaba eqhathanisayo</li> <li>• Imisebenzi yabafundi</li> </ul>	14
3.5	Indaba edaza inkani <ul style="list-style-type: none"> <li>• Izimpawu edaza inkani</li> <li>• Imisebenzi yabafundi</li> </ul>	15
3.6	Indaba esuselwa esithombeni <ul style="list-style-type: none"> <li>• Izimpawu zendaba esuselwa esithombeni</li> <li>• Imisebenzi yabafundi</li> </ul>	16
B-1	<b>ISIQEPHU B: Imibhalo Emide Edlulisa Umyalezo</b>	20
4.		20
4.1	Incwadi yobungani <ul style="list-style-type: none"> <li>• Izimpawu zencwadi yobungani</li> <li>• Imisebenzi yabafundi</li> </ul>	25
4.2	Incwadi yomsebenzi/ eya koMkhulu <ul style="list-style-type: none"> <li>• Izimpawu zencwadi yomsebenzi / eyakoMkhulu</li> <li>• Imisebenzi yabafundi</li> </ul>	28
4.3	Incwadi eya kuMhleli <ul style="list-style-type: none"> <li>• Izimpawu zencwadi eya kuMhleli</li> <li>• Imisebenzi yabafundi</li> </ul>	33
4.4	IKharihulamu Vithaye <ul style="list-style-type: none"> <li>• Izimpawu zeKharihulamu Vithaye</li> <li>• Imisebenzi yabafundi</li> </ul>	37
4.5	I-ajenda namaminithi omhlangano <ul style="list-style-type: none"> <li>• Izimpawu ze-ajenda namaminithi omhlangano</li> <li>• Imisebenzi yabafundi</li> </ul>	38
4.6	Umlando kamufi /ngomufi <ul style="list-style-type: none"> <li>• Izimpawu zomlando kamufi /ngomufi</li> <li>• Imisebenzi yabafundi</li> </ul>	40
4.7	I-athikhili yephephandaba <ul style="list-style-type: none"> <li>• Izimpawu ze-athikhili yephephandaba</li> <li>• Imisebenzi yabafundi</li> </ul>	41

4.8	Umbiko obekelwe umgomo <ul style="list-style-type: none"> <li>Izimpawu zombiko obekelwe umgomo</li> <li>Imisebenzi yabafundi</li> </ul>	42
4.9	Umbiko ongabekelwe mgomo <ul style="list-style-type: none"> <li>Izimpawu zombiko ongabekelwe mgomo</li> <li>Imisebenzi yabafundi</li> </ul>	44
4.10	Inkulumo elungiselelwe <ul style="list-style-type: none"> <li>Izimpawu zenkulumo elungiselelwe</li> <li>Imisebenzi yabafundi</li> </ul>	46
4.11	Inkulumo-mpendulwano <ul style="list-style-type: none"> <li>Izimpawu zenkulumo-mpendulwano</li> <li>Imisebenzi yabafundi</li> </ul>	48
4.12	I-inthavyu <ul style="list-style-type: none"> <li>Izimpawu ze-inthavyu</li> <li>Imisebenzi yabafundi</li> </ul>	49
4.13	Isibuyekezo <ul style="list-style-type: none"> <li>Izimpawu zesibuyekezo</li> <li>Imisebenzi yabafundi</li> </ul>	51
4.14	I-imeyili <ul style="list-style-type: none"> <li>Izimpawu ze-imeyili</li> <li>Imisebenzi yabafundi</li> </ul>	52
<b>B-2</b>	<b>ISIQEPHU C: Imibhalo Emifushane Edlulisa Umyalezo</b>	
<b>5.</b>	<b>Izinhlobo zemibhalo emfushane edlulisa umyalezo</b>	<b>53</b>
5.1	Inkombandlela <ul style="list-style-type: none"> <li>Izimpawu zenkombandlela</li> <li>Imisebenzi yabafundi</li> </ul>	53
5.2	Izixhangisi <ul style="list-style-type: none"> <li>Izimpawu zesixhangisi</li> <li>Imisebenzi yabafundi</li> </ul>	56
5.3	Amaflaya <ul style="list-style-type: none"> <li>Izimpawu zamaflaya</li> <li>Imisebenzi yabafundi</li> </ul>	58
5.4	Idayari <ul style="list-style-type: none"> <li>Izimpawu zedayari</li> <li>Imisebenzi yabafundi</li> </ul>	60
5.5	Imiyalelo <ul style="list-style-type: none"> <li>Izimpawu zemiyalelo</li> <li>Imisebenzi yabafundi</li> </ul>	62
5.6	Amaphosta <ul style="list-style-type: none"> <li>Izimpawu zamaphosta</li> <li>Imisebenzi yabafundi</li> </ul>	65
5.7	Ikhadi lesimemo <ul style="list-style-type: none"> <li>Izimpawu zekhadi lesimemo</li> <li>Imisebenzi yabafundi</li> </ul>	66
<b>6.</b>	<b>Amarubrikhi Embibhalo Yokuziqambela</b>	<b>66</b>
6.1	Irubhrikhi yama-eseyi (ulimi lwasekhaya)	67
6.2	Irubhrikhi yama-eseyi (ulimi lokuqala lokwengeza)	70
6.3	Irubhrikhi yama-eseyi (Ulimi Lwesibili Lokwengeza)	80
6.4	Irubhrikhi yemibhalo edlulisa umyalezo (Ulimi Lwasekhaya)	84
6.5	Irubhrikhi yemibhalo edlulisa umyalezo (Ulimi Lokuqala Lokwengeza)	86
6.6	Irubhrikhi yemibhalo emifushane edlulisa umyalezo (Ulimi Lokuqala Lokwengeza Kanye noLimi Lwesibili Lokwengeza)	87

# 1. ISANDULELA

## MFUNDI WEBANGA LE- 10 kuya kwele- 12

Mfundi webanga le10 kuya kwele-12, yamukela nanku umqulu ongakuleki ukuqonda kangcono ikhono lokubhala imibhalo yokuziqambela kanye nendlela yokuphendula imibuzo ngesikhathi sokuhlolwa. Lo mqulu uzokucathulisa ngamasu okuphendula umbuzo wama- eseyi, umbuzo wombhalo odlulisa umyalezo omude kanye nombuzo wombhalo omfushane odlulisa umyalezo (Ulimi Lokuqala Lokwengeza) ukuze uphumelele.



## INDLELA YOKUSEBENZISA LO MQULU

Sebenzisa lo mqulu ulekelelwa okufundile ebangeni olenzayo; hlela ukubhala kwakho ngokubheka amaphuzu angezansi ukwengeza ulwazi lwakho kanye nokuhleleka kombhalo:

- Funda izimpawu zama-eseyi ngokwahluka kwazo
- Bheka inqubo yokubhala imibhalo yokuziqambela.
- Bheka uhlobo lwe-eseyi ngayinye uyiyanise nezimpawu ezigqamile zayo.
- Bheka imisebenzi ehambisana nezinhlobo zezindaba ngokwahluka kwazo.
- Funda izinhlobo zemibhalo edlulisa umyalezo (omude nomfushane) uqaphele ifomathi, ulimi kanye nesakhiwo.
- Bheka imisebenzi ehambisana nezinhlobo zezindaba ngokwahluka kwazo
- Bheka amathuluzi okuhlola ayi-rubhriki yayo yonke imibhalo ehambisana namazinga olimi (Ulimi Lwasekhaya, Ulimi Lokuqala Lokwengeza Kanye Nolimi Lwesibili Lokwengeza) ozoyithola esahlukweni sokugcina salo mqulu.

## 2. AMASU ONGAWASEBENZISA UKUPHENDULA IMIBUZO NGOSUKU LOKUHLOLWA

1. Ngaphambi kokuphendula isiqephu A ephepheni, fundisisa zonke izihloko ubuye ubuke nezithombe ezichukuluza umcabango.
2. Khetha isihloko esisodwa ongakwazi ukubhala ngaso bese wenza amalungiselelo angaba ngokwamaphuzu noma ulwembu aqukethe lokhu ozokudingida endabeni yakho.
3. Hlela umbhalo wakho ngale ndlela:
  - Isingeniso: Yamanisa amagama awumongo wombhalo owukhethile nohlobo lombhalo.
  - Umzimba: - Phendula umbuzo ngokwengqikithi yesihloko sombhalo obuziwe.
    - Hlela impendulo yakho ngokwezigaba ezinikezelanayo.
  - Isiphetho: - Songa impendulo ngokubhala uvo / umbono wakho uhambisane namaphuzu esingeniso kanye nomzimba.
4. Qikelela ukuthi impendulo yakho ihambisana nenani lamagama ngokohlobo lombhalo.
5. Buyekeza izimpendulo zakho, wenze isiqiniseko sokuthi awakho amaphutha.

## OKULINDELWE UMHLOLI WEPHEPHA

Umhloli wephepha ulindele ukuba uwathole onke la mamaki okubhala indaba. Ngakho-ke ukuze ukwazi ukuzuza amamaki abekelwe ukubhala kuhle wazi lokhu okulandelayo.

- Amamaki asewonke uma ubhala indaba angama-50:
- La mamaki ahlukene kanjena:

- **Okuqukethwe = 30**

- Impendulo enembayo ngaphezu kobe kulindelekile
- Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo
- Ihleleke ngobunyoni nco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho

- **Ulimi; isitayela Kanye nokulungisa amaphutha = 15**

- Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo
- Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu
- Ithoni ekhomba ukuheha kanye namasu obuciko obunembayo
- Akunamaphutha sanhlobo ohlelweni kanye nesipelingi
- Ikhombise ikhono eliphezulu lokubumba

- **Isakhiwo = 05**

- Ukuthuthuka kwesihloko okunembayo
- Ukucacisa okunembayo
- Imisho, izigaba kwakheke kahle kakhulu



## UBUDE BAMATHEKSTHI ABHALWAYO OKUMELE BUKHIQIZWE:

### ULIMI LWASEKHAYA

Ama-esityi	AmaBanga	Inani lamagama
Echazayo, Elandisayo, Eningayo	IBanga le-10	Amagama angama-240 kuya kwangama-290
Eqhathanisayo, Eningayo, Edaza inkani	IBanga le-11	Amagama angama-290 kuya kwangama-340
Echazayo, Elandisayo, Eningayo, Edaza inkani, Eqhathanisayo	IBanga le-12	Amagama angama-340 kuya kwangama-390

## ULIMI LOKUQALA LOKWENGEZA

Umhloli wephepha ulindele ukuba uwathole onke la mamaki okubhala indaba. Ngakho-ke ukuze ukwazi ukuzuza amamaki abekelwe ukubhala kuhle wazi lokhu okulandelayo.

- **Amamaki asewonke uma ubhala indaba angama-50:**
  - La mamaki ahlukeni kanjena:
    - **Okuqokethwe = 30**
  - ✓ Impendulo enembayo ngaphezu kobekulindelekile -Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo
  - ✓ Ihleleke ngobunyoninco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho
  - **Ulimi; isitayela Kanye nokulungisa amaphutha = 15**
    - ✓ Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo
    - ✓ Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Ithoni ekhomba ukuphoqa kanye namasu obuciko obunembayo
    - ✓ Akunamaphutha nhlobo ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba
  - **Isakhiwo = 05**
    - ✓ Ukuthuthuka kwesihloko okunembayo
    - ✓ Ukucacisa okunembayo
    - ✓ Imisho, izigaba kwakheke kahle kakhulu

Amatheksthi	AmaBanga	Inani lamagama
Echazayo, Elandisayo, Eningayo	IBanga le-10	Amagama angama -90 kuya kwayi-140
Eqhathanisayo, Eningayo, Edaza inkani	IBanga le-11	Amagama ayi-140 kuya kwayi-190
Echazayo, Elandisayo, Eningayo, Edaza inkani, Eqhathanisayo	IBanga le-12	Amagama ayi-190 kuya kwangama-240

## ULIMI LWESIBILI LOKWENGEZA

Umhloli wephepha ulindele ukuba uwathole onke la mamaki okubhala indaba. Ngakho-ke ukuze ukwazi ukuzuza amamaki abekelwe ukubhala kuhle wazi lokhu okulandelayo.

- **Amamaki asewonke uma ubhala indaba angama=40:**
  - La mamaki ahlukeni kanjena:
    - **Okuqokethwe = 24**
  - ✓ Impendulo enembayo ngaphezu kobekulindelekile -Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo
  - ✓ Ihleleke ngobunyoninco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho
    - **Ulimi; isitayela Kanye nokulungisa amaphutha = 12**
      - ✓ Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo
      - ✓ Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Ithoni ekhomba ukuphoqa kanye namasu obuciko obunembayo
      - ✓ Akunamaphutha nhlobo ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba
  - Isakhiwo = 04**
    - ✓ Ukuthuthuka kwesihloko okunembayo
    - ✓ Ukucacisa okunembayo
    - ✓ Imisho, izigaba kwakheke kahle kakhulu

Amatheksthi	AmaBanga	Inani lamagama
Ama-eseyi: Elandisayo / Chazayo	IBanga le-10	Amagama angama-90 kuya kwayi-120
	IBanga le-11	Amagama ayi-120 kuya kwayi-150
	IBanga le-12	Amagama ayi-150 kuya kwangama-180

## OKULINDELEKE KUMFUNDI NGESIKHATHI SOKUHLOLWA

- Fundisisa imiyalelo njengoba ibhaliwe ephepheni.
- Khetha isihloko osiqonda/osizwa kangcono esiqeshini- A.
- Khetha imibhalo emibili edlulisa umyalezo oyiqonda kangcono esiqeshini-B.
- Khetha umbhalo owodwa odlulisa umyalezo owuqonda kangcono esiqeshini-B kanye no- C (Ulimi Lokuqala Lokwengeza kanye Nolwesibili Lokwengeza).
- Landela inqubo yokubhala ehambisana nohlobo lombhalo owukhethile.

### 1. ISIQEPHU A: INDABA/ I-ESEYI

#### IYINI INDABA?

Indaba ubhalo oluhlekile olugxile isihlokweni esisodwa. Lo mbhalo wakhiwa ngezigaba, zonke ezigxile esihlokweni esikhulu.

#### 1.1 UKUBHALWA KWENDABA/ESEYI

##### 1.1.1 Isingeniso:

- **Bhala isingeniso esizokwethula ingqikithi yendaba.**  
Isingeniso sakho kumele sibe sifushane kepha sidle ngokujiya. Lesi sigaba yisona esibeka ngamafuphi ulwazi oluhambisana nesihloko obhala ngaso. Lapha ubeka umfundi wendaba yakho esithombeni ngozokhuluma ngakho ngokwesihloko.

##### 1.1.2 Umzimba

- **Yethula umbono wakho kabanzi.**  
Kulesi sigatshana kumele indaba ihleleke ngokwezigaba ezilandelanayo. Yilesa naleso sigaba kuba kuhle ukuba sibe nomusho osasihloko ukwehlukana umqondo wezigaba. Zama ukuchaza kabanzi umqondongqangi waleso naleso sigaba. Zama ukufaka nezibonelo uma zidingeka ukweseka umqondo wesigaba.
- **Sebenzisa imisho elekelela ukunikezelana kwezigaba**  
I-eseyi iyaye igeleze kamnandi uma kuwukuthi kusetshenziswa imisho elekelela ukunikezelana kwezigaba. Kuba umkhuba omuhle uma uxhumanisa izigaba zakho ngobuciko ukuze i-eseyi yakho izohleleka kahle. Kungasetshenziswa amagama afana nalawa alandelayo: Ngakho-ke; kwagcina, kufana, ngaphezu kwalokho...

##### 1.1.3 Isiphetho

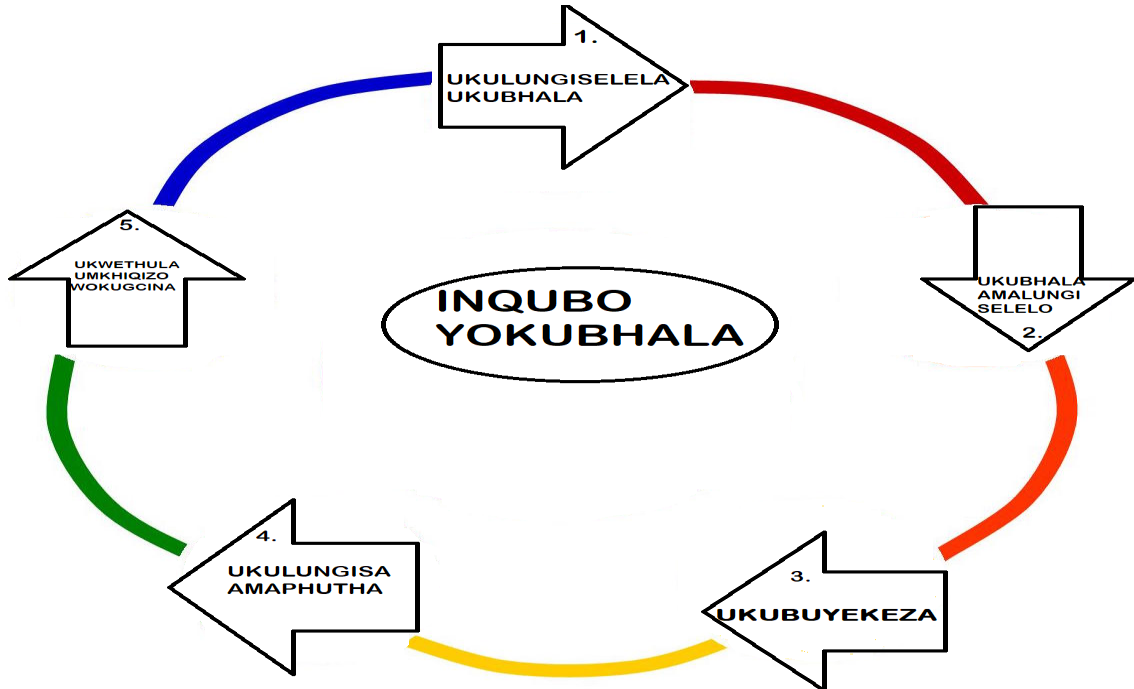
- **Phetha ngesigaba esisongayo**



Phetha ngokugcizelela umbono wakho ngokwesihloko obhala ngaso. Songa ngokuthi ubeke ukuthi kungani ubona ngale ndlela wena obona ngayo noma uphethe ngokugoqa umqondongqangi wendaba yakho.

## 1.2 Inqubo Yokubhala

Bheka umdwebo owethula inqubo yokubhala imibhalo bese ufunda amanothi angezansi achaza inqubo ngokugcwele:



## 1.2

### 1.2.1 Zilungiselele ngaphambi kokubhala.

- Cabanga ngenhloso yombhalo nezethameli zawo.
- Veza izinhlaka zesakhiwo, isitayela nombono ngesihloko.
- Thola amaphuzu ahambisana nesihloko, wahlele ngokuwabhala phansi.
- Yenza amalungiselelo angaba amaphuzu noma umdwebo osalulwembu.

### 1.2.2 Yakha izinhlaka zokuqala

- Sebenzisa ngempumelelo imibono esemqoka nesekeleyo etholakale lapho kulungiselwa ukubhala.
- Bhala indaba noma umbhalo ophelile ulandela amaphuzu owabhale kumalungiselelo.
- Nquma ngokukhethwa kwamagama anembayo, achazayo nemishwana ezokwenza ukuthi okubhalwayo kucace.
- Qikelela ukuthi ithoni nerejista kuhambisana nezethameli kanye nenhloso yombhalo wakho.

### 1.2.3 Buyekeza, ufundisise ukuze ucacise

- Fundisisa lokhu okubhalile ukuthola ukuthi kuyawakha yini umqondo

### 1.2.4 Lungisa Amaphutha

- Hlolisisa umsebenzi wakho ukuze ulungise amaphutha okungaba ukukhethwa kwamagama, izimpawu zokuloba, isipelingi njl.

### 1.2.5 Yethula umkhiqizo wokugcina

- Yiba nomkhiqizo osesigabeni esesikulungele ukufundwa bese uthola imiklomelo/amamaki

# ISIQEPHU A: INDABA / I-ESEYI

## 3. IZINHLOBO ZEZINDABA NEZIMPAWU ZAZO

### 3.1 INDABA ELANDISAYO (Narrative essay)

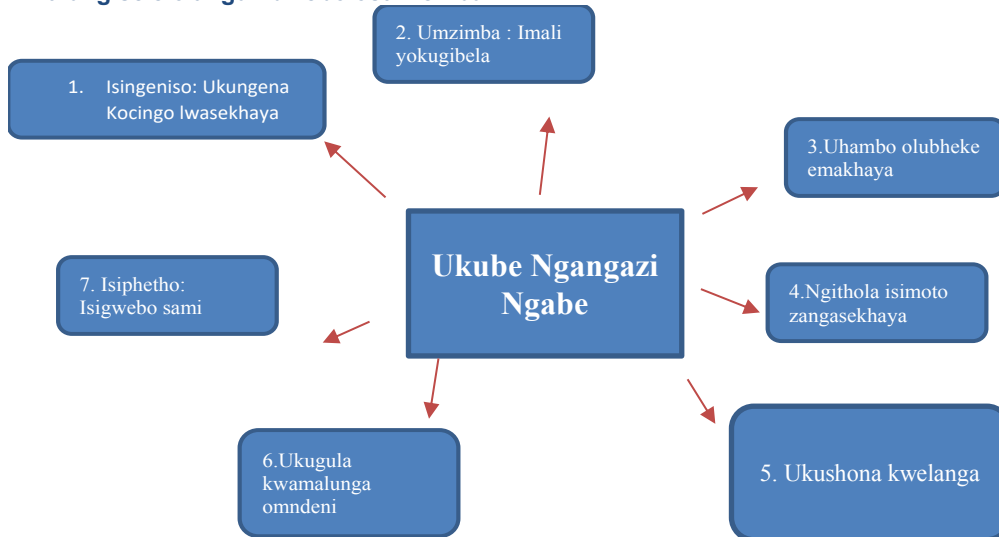
Kule ndaba ulindeleke ukuba uxoxe ngesigameko esake senzaka kuwe, oke wasibona senzeka komunye noma owaxoxelwa ngaso. Kuyenzeka ubhale indaba oyisusela ekhanda. Lokho siyakuthola kwenzeka kakhulu kubafundi (ezikoleni). Kubalulekile ukuba ubhale indaba oyisusela ekhanda kube yindaba ekholakalayo. Sebenzisa inkathi edlule uma uxoxa indaba.

### Kumele umfundi acabange ngalokhu okulandelayo lapho ebhala indaba elandayo:

- Isigaba esiyisingeniso kufanele sibe sifushane sihehe ngokwethula indaba ngamafuphi.
- Indaba elandisayo kufanele ikholakale nakuba kungeyokuziqambela.
- Umuntu ofunda le ndaba kufanele ahlale elangazelele ukuzwa okulandelayo kuze kube sekugcineni.
- Ukulanda okuyimpumelelo kugqamisa ngokusobala imizwa, efana neyokubona, eyokuzwa, eyokunambitha, eyokuhogela naleyo yokuthinta.
- Indaba enesiphetho esingajwayelekile iba nesasasa kunaleyo enesiphetho esisobala futhi esilindelekile.

### Isibonelo Sendaba Elandisayo

#### Amalungiselelo angumdwebo osalwembu



#### Ukube Ngangazi Ngabe...

Ukube ngangazi ngabe angivumelanga ukuhluthuka kwenhliziyo ngize ngenze into enje. Kuthe mhla zingama-20 kuNhlanguvana ngonyaka wezi-2020 ngangizihlalele endlini yokufundela engasesandleni sokunxele uma ungena ngesango elingenela eNyuvesi yakwaZulu. Kwakhala ucingo olwaluqhamuka ekhaya lungibikela ngokugula kukamama ongizalayo intombi yaseMaChunwinini okungaqondakali.

Ngezwa kuduma ikhanda kwaba sengathi ngilele ngiyaphupha. Kwaba nzima ngalolo suku ngoba ngangingenayo ngisho indibilishi yokugibela ibhasi elibheke eMatuba ngangizolikhokhela ngoThoko yini. Ngezwa kuxega amadolo, ngafikelwa yinzululwane, ngavele ngahlala phansi. Ngazama ukuthatha umakhalekhukhwini wokushayela uBheka umngani wami owayesavakashela ngasedolobheni eMpangeni. Phela lapha eNyuvesi ngenye indawo. Umuntu wenza lokho athanda ukukwenza ngesikhathi asithandayo angakhuzwa muntu. Nami ngangizama ukufunda ngoba ngiqhutshwa yilezi zindlu zasekhaya ezigcwele igceke okwakusafanele ngizilungise.

Ngenhlanhla uBheka wabe esebambe itekisi elibuyayo ngenkathi ethola ucingo lwami. Yayisizofika emasangweni enyuvesi itekisi wehla maqede wanikela lapho engabe ngihlezi khona. Ngamlandisa ngocingo oluvela ekhaya wabe esenginikeza imadlana yokucina eyayisele ngenkathi ethenga edolobheni. Ngasukuma

ngaqoqa izintwana engangizozidinga amabombo ngawabhekisa esiteshini eMpangeni nokuyilapho okugitshelwa khona amatekisi namabhasi. Ngenhlanhla ngalithola ibhasi lokugcina elibhalwe ukuthi *Zungu Motor Service*, leli yibhasi elalihamba lize liyolala kwaNongoma. Lashosholoza njalo ledlula eNseleni laze liyodlula kwaMbonambi. Kwathi kushaya ihora lesi-6 ntambama labe lingena edolobheni eMtuba.

Ngacela umshayeli ukuthi angishiye emgwaqeni omkhulu ngoba kwase kuhlwile ngingeke ngisazithola izimoto ezidlula eNkodibe zilibhekise ngaseMayini yamalahle. Umuzi wakithi wakhe eMachibini ngaphansi kwentaba iTshokazi. Ngehla, ngalibashuza ngezinyawo ngaba nenhlanhla yokuthola iveni elalivuleke phezu elangehlisa ngaphansi kwentaba. Ngawela umfula owawunamanzi angemaningi kakhulu kwazise belikade liyidliwa imvula. Ngathi nje ngisaqala intaba leyo ngethuswa ukuqhuma kwesililo okwezwakala maqedane kwabanda kwamancane. Ngase ngizihudula nangenkathi ngizama ukuhamba ngisheshe sekuxega namadolo.

Angivunyelwanga ukungena endlini lapho ayeselele khona okaMacingwane. Ngadonswa ngubabekazi wangihola njalo wayongifaka elawini lami. Ngasikhihla esikaNandi ngomama ongasezukungibona sengigqoka ijazi lemfundo. Bangilandisa ukuthi umama kade esenenkinga yokuphefumula ekhala ngekhande ejuluka ekhishwa nayisisu. Ubengasakuthandisise ukudla ethi kumnukela kabi kuvele kuthi akabuyise. Babemzama ngokumbilisela umsuzwane. Amazwi akhe okugcina wabiza uMaNtombela okungumakhelwane wethu oyinesisibhedlela kwaHlabisa kwaba ukuphangelala kwakhe njalo.

Ngenkathi kusuka isidumo umndeni wonke wathi mbo endlini lapho kushonele khona umama. Babezizingqa phansi naphezu kwakhe umta kaMaCingwane. Pho wayesabona yini ngoba wayesehambile. Lathi lishona elangakusasa base bebika imiphimbo ebuhlungu namakhanda aqaqambayo bonke lapha ekhaya. Kwaqala uthunjana wakwethu wajuluka wancisheka umoya akwabe kusaphefumuleka, sabathe siyazama kwanhlanga zimuka nomoya. Kwafika i-ambulensi ngemuva kwendaba wayesehambile emhlabeni umtakababa. Ayihambanga ilambatha yayisithwele amalunga omndeni ayesezibhonqa.

Ngakhumbula ukuthi kuthiwa umama ubize uMaNtombela okungumakhelwane wethu. Ngalinda lashona maqedane ngawokhela ngomlilo umuzi wonke akusindanga noyedwa. Njengoba ngiseselini nje, ngidonsa iminyaka engamashumi amathathu. Sengibona ezindabeni ukuthi umndeni wakithi kutholakale ukuthi ubhuqabhuqwe yigciwane le*khorona* ngemuva kokwenziwa kocwaningo lwezidumbu.

## Umsebenzi womfundi

### Khetha isihloko esisodwa kulezi ezilandelayo bese ubhala ngaso indaba elandisayo

1.2 Ngangithi Nginomngani...

1.3 Isala Kutshelwa Sibona Ngomopho.

1.4 Kwaba Njalo-ke Mhla Siphume Nesikole.

### 3.2 INDABA ECHAZAYO (Descriptive essay)

Kule ndaba, mfundi chaza isimo esithile, umuntu othile noma indawo ethile. Njengoba isihloko sisho, kumele usebenzise amagama achazayo kule ndaba. Ngale kwalokho usebenzisa kakhulu inkathi yamanje.

#### Mfundi cabanga ngalokhu okulandelayo lapho ubhala indaba echazayo:

- Qikelele ukuthi ukhetha isihloko osazi kahle. Isizathu ukuthi kulukhuni ukuchaza into ungenalo ulwazi oluphelele ngayo.
- Khetha ngokucophelela amagama nezimo zokukhuluma.
- Amagama asetshenziswa awakhe isithombe esikhanya bha.
- Ungasebenzisa imifanekisomqondo yokubona, yokuhogela, yokuzwa, yokunambitha kanye neyokuthinta ukuze ikulekelele ukwenza okuchazayo kukhanye bha.

## Isibonelo sendaba echazayo

### Umyalelo

Bhala indaba ngesihloko esithi: **Impumelelo Ilele Ekubambisaneni**

Amalungiselelo:

**Isingeniso:** Amasongo akhala emabili

**Umzimba:**

- Kuhlonishwana kabili.
- Ibaluleke ngani inhlonipho?
- Ukubambisana kubafundi nothisha.
- Ukubambisana kubafundi nabazali.
- Ukubambisana kwesikole nesigungu saso.
- Ukubambisana kwesikole nomphakathi wonke.

**Isiphetho:** isikole esiphumelelayo yilesa esinokubambisano.

### Amasongo Akhala Emabili

Kule ndaba ngizochaza ngobuhle bokubambisana nokusebenzisana kahle ukuze kube nempumelelo. Izandla ziyagezana, okukhomba lona njalo ubambiswano. Lokhu ngizokubhekisa kakhulu ezikoleni eziphumelelayo. Woza nendlebe ngize nendaba.

IsiZulu sithi kuhlonishwana kabili, umfundi kufanele amazise uthisha njengomsiza wakhe ezifundweni nasenhlalweni nje. Esikoleni abafundi kumele babe ngabafundi ngokuphelele futhi kungangabazeki lokho. Uthisha naye akafundise abambisane nabafundi ngokuphelele. Ukubambisana phakathi kukathisha nomfundi akungabazisi ukuthi kungathela izithelo ezinhle. Kubalulekile ukuthi umfundi nothisha babambisane emfundweni futhi bazimisele ngeqhaza abalibambile.

Abafundi bebodwa nabo kumele babambisane ekufundeni. Ukuhloniphana kwabo bebodwa kwenza ukuthi babe nokwazisana nokwethemba. Ukwazisana kuholela ekuthini balekelelane, ekufundeni kwabo. Babambisana njengamalunga omndeni, kungabi bikho obukela omunye phansi. Esikoleni yilapho kufanele khona ukuthi kukhuthazwe ukubambisana nokwazisana ngoba phela isiZulu sithi libunjwa liseva. Uma umuntu engafundanga ukubambisana nokusizana nabanye esemncane, kuba bukhuni satshe uma kuthiwa akenze njalo esemdala.

Singebashiye ngaphandle abazali ngoba nabo baneqhaza elikhulu entuthukweni yesikole. Abafundi basuka kubazali beya esikoleni. Abazali banethemba elikhulu lokuthi abantwana babo bangenza okungcono ukukhuphula izinga lempilo yabo. Kufanele abazali bazi ukuthi nabo baneqhaza elikhulu okufanele balibambe ekuphumeleleni kwezingane zabo. Abangabeki lonke ithemba labo kothisha. Kepha kufanela babambisane nothisha kanye nezingane zabo. Abazali kumele balandelele ukuthi izingane ziwenza kahle yini umsebenzi wesikole. Abanye abazali bayakwazi nokulekelela umfundi ekukhetheni umkhakha okufanele awufundele ngokubheka amakhono umfundi anawo.

Ukubambisana kwesikole nesigungu sesikole kusiza kakhulu ekusithuthukiseni isikole kuyo yonke imikhakha. Isikole esinesigungu esisinakayo siba namagumbi okufundela enele, izinsizakufunda ezenele, ukuvikeleka okufanele, kwesinye isikhathi size sibheke nokuthi othisha benele na. Uma kunesidingo kuze kuqashwe uthisha ozobambisa, ngoba bekhathalela isikole, nokuthi kungabi bikho izingane ezizohlala zingafundi. Uthishanhloko uyena odala ukubambisana phakathi kwesikole nesigungu sesikole. Lokhu kwenza ukuthi kube khona ukuxhumana okuhle esikoleni kusuka kuthishanhloko, othisha nabafundi.

Othisha nabo kumele bazinike ithuba lokuxoxisana nabazali babafundi. Lokho kubambisana kwabo bobabili kuyasiza ngoba bagcina sebemazi kangcono umfundi. Uthisha uthola zonke izingqinamba umfundi abhekene nazo. Kanjalo nomzali uyazithola izingqinamba ezibhekene nengane yakhe esikoleni. Lokhu kugcina kubasiza ekutholeni isisombululo sezinkinga abanazo ngomfundi. Leso sisombululo futhi asimcinezeli umfundi.

Umphakathi owakhele isikole nawo ubalulekile ngoba noma ungashongo lutho kodwa uneso elibanzi esikoleni. Ake ucabange nje isikole esisepulazini kodwa singasifundisi isifundo sezolimo. Lokho kungasho ukuthi izingane zaleyo ndawo angeke zikwazi ukuthuthukisa ezolimo ekubeni zibe ziphila ngakho ukulima. Umphakathi ubhekelela ukuthi othisha bangahlukumezeki. Umphakathi uyaziqhenya ngesikole sasendaweni uma senza kahle, ikakhulukazi uma sinemiphumela emihle. Amalunga omphakathi angomacaphuna kusale awenqeni ukuthi anikele ngemali ukuxhasa isikole esisebenza kahle.

Impumelelo yesikole iba sekubambisaneni kwazo zonke izinhloko ezisesikoleni. Ukubambisana yikhona okuchumisa isikole. (Amagama =390)

## Umsebenzi womfundi

### Khetha isihloko esisodwa kulezi ezilandelayo bese ubhala ngaso

- 1.1 Saqhuma Kanye Kwathi Nya
- 1.2 Lwaze Lwayintokozo Loluya Suku

### 3.3 INDABA ENINGAYO NOMA ECABANGISISAYO (Reflective essay)

Kule ndaba ucabanga ngombono ubuye unikeze impendulo yakho. Kumele ujeqeze emuva esigamekweni esike senzeka. Beka imibono yakho ngokwenzekile, acacise okuhle namaphutha bese wenza izincomo ngokuthi kufanele kwenziwe njani ukuguqula isimo salokho ngokuzwayo.

Beka uvo lwakho ngesihloko esithile. Akusho ukuthi akushoyo kuliqiniso kepha yilokho akucabangayo ngabantu, ngesintu noma ngempilo nje. Lokho akubekayo kuhle kusekelwe ngamaqiniso ukuze kungamndini lowo ozofunda indaba. Indaba enje ingaveza ukujula komqondo wombhali futhi abaningi bayithatha njengeqiniso langempela.

#### Mfundi nakhu okulindeleke kuwe uma ubhala indaba eningayo

- Indaba eningayo yenganyelwa yinto noma abantu.
- Imizwa nokuthatheka kwenhliziyo kubamba iqhaza elibalulekile kakhulu kule ndaba.
- Ingxenye enkulu yendaba ingaba ngechazayo. Lokhu kuchaza kufanele kukhanye futhi kuveze imizwa kanye nenkumbulo yomlobi lowo.
- Imibono/imicabango ezeziwe kufanele yembule ubuqiniso kanye neqhaza elibanjwa umlobi.

**Isibonelo sesihloko sendaba eningayo/Ecabangisisayo:**

#### Ukukhuliswa Kwakhe Kube Nomthelela Wokuhlukumeza Abanye Abafundi

Amalungiselelo

**Isingeniso:** Indlela yokukhuliswa ingakwakha noma ikulimaze empilweni.

**Umzimba:**

- Ukukhuliswa okungenalo uthando nobuntu.
- Umphumela wokungakhuliswa kahle.
- Umthelela wokukhuliswa ngokungeyikho.

**Isiphetho:** Okungenziwa ukuvuselela ubuntu nokuvikela abangenawo amandla.

Indlela yokukhuliswa ingakwakha ube yindoda emadodeni noma ube yisilwane soqobo. Yingakho abafundi babephila ngokuthuthumela esikoleni iThandabantu besaba ibhoklolo elinguCijimpi.....

Phela uCijimpi wakhuliswa ngesihluku, eqhathwa futhi eshaywa noma engonanga nokona okutheni. Umuzwa wothando nobuntu kwakungabakhwekazi kuCijimpi.

Umphumela wokungakhuliswa kahle kukaCijimpi yiyona emenza abe ngumhlukumezi wabanye abafundi.

Ukuhlukumezeka kwabafundi kuphazamisa abafundisi kanye nabazali babafundi. Umphakathi kanye nohulumeni bangena ezindlekweni ezinkulu zokwelapha nokweluleka izisulu.

Sindawonye singawenza umehluko, kuphele ukuhlukumeza kanye nokuhlukumezeka kwabafundi.

## Umsebenzi womfundi

### Khetha isihloko esisodwa kulezi ezilandelayo bese ubhala ngaso indaba eningayo/ecabangisayo

- 1.1 Bangibhece Ngobende Inyama Ngingayidlanga
- 1.2 Amalungelo Ayenzelwe Ukuvikela Izingane
- 1.3 Sekuyantwela Ezansi

### 3.4 INDABA EQHATHANISAYO (Discursive essay)

Le ndaba ihlobene kakhulu nendaba edaza inkani. Okufanayo ukuthi kuzo zombili lezi zinhlobo ubeka imibono yakho. Umehluko okhona ukuthi endabeni eqhathanisayo kulindeleke ukuba ubhale ngezinhlangothi zombili. Kulindeke ukuba uveze ubuhle kanye nobubi, ugxeke uphinde uncome lokho oxoxa ngakho. Okumnandi ngalolu hlobo lwendaba ukuthi ushiyela kumfundi wendaba ukuba azithathele yena isinqumo ukuthi yiluphi uhlangothi alibona lingcono kunolunye.

- Veze izinhlangothi ezimbili eziqophisanayo ngokulandela, okungaba ububi kanye nobuhle bento ethile.
- Yethula izinhlangothi ezimbili esingenisweni sendaba obhala ngayo.
- Bhala ukuthi uzokwethula kanjani lokhu kuqophisana okuveze esingenisweni. Okujwayelekile ukuba usho ukuthi uzoqala ngamaphuzu avuna noma atusa lokho obhala ngakho kulandele ukuphikisa noma ugxeke lokho okhuluma ngakho.
- Esiphethweni kulindeleke ukuthi wena ukhetha luphi uhlangothi kulezi zindaba.

#### Isibonelo sendaba eqhathanisayo

#### Ubuhle Nobungozi Bokuwina Imali Eningi Kakhulu.

Izimpendulo zingathinta amaphuzu alandelayo:

**Isingeniso:** Ukuhlukana kwemibono yabantu

#### Umzimba

Ubuhle:

- Ungakwazi ukuthenga yonke into oyifunayo noyidingayo.
- Ungasiza umndeni kanye nabanye abantu.
- Ungahlonishwa ngabanye abantu.

Ubungozi:

- Ungahlaselwa yizigebengu.
- Ungaba nezitha eziningi.
- Ungangakwazi ukuphila kahle nabanye abantu.  
(Nokunye okuhambisana nesihloko.)

#### Isiphetho

Ukusonga indaba yakho ngamaphuzu ngemisho eqoqa yonke indaba. Ukuveza imibono nona iziyalo.

## Umsebenzi womfundi

### Khetha isihloko esisodwa kulezi ezilandelayo bese ubhala ngaso indaba eqhathanisayo

- 1.1 Imibhalo Ebhalwe Ezindongeni Zezindawo Zomphakathi (igrafithi) Inobuhle Nobubi Bayo
- 1.2 Isifo Se-COVID-19 sibukwa ngezindlela ezingafani

### **3.5 INDABA EDAZA INKANI (Argumentative essay)**

Kule ndaba edaza inkani mfundi qala ngokukhetha uhlangothi ovumelana nalo esihlokweni obhala ngaso. Ungavumelana noma uphikisane nesihloko.

- Yethula esingenisweni uhlangothi olulodwa ozogxila kulo. Emzimbeni wendaba yenaba ngamaphuzu asekelo uhlangothi olukhethile esingenisweni.
- Cacisa esiphethweni ohlangothini olukheni.

**Isibonelo sendaba edaza inkani**

## Isifo Esingiphethe Siyimfihlo Yami

### 1. Amalungiselelo/ uhlaka (uma umfundi ephikisana nesihloko)

**Isingeniso:** Isethulo  
Ukuphikisana nesihloko.

**Umzimba:**

- Ukufihla isifo esikuphethe kwenza ungakutholi ukwesekwa.
- Ulahlekelwa usizo obungaluthola.
- Ukugula kwakho kuba nomthelela kwabanye abantu.
- Ukuqinisa abanye abagulayo.

**Isiphetho:** Songa ngokugxeka ukufihla ukugula kwakho.

## Noma

### 2. Amalungiselelo / uhlaka (uma umfundi evumelana nesihloko)

**Isingeniso:** Isethulo  
Ukuvumelana nesihloko

**Umzimba:**

- Ukufihla ukugula kwakho kuyilungelo lakho.
- Abantu bayakucwasa uma bazi ukuthi unokugula okuthile.
- Ukugwema ukudatshukelwa ngabantu.
- Ukuzinika isikhathi sokuhlela izinto zakho ngaphandle kwengcindezi.

**Isiphetho:** Songa ngokuncoma ukufihla ukugula kwakho.

**Isibonelo sesingeniso:**

#### 1. Amalungiselelo / uhlaka (uma uphikisana nesihloko)

## Isifo Esingiphethe Siyimfihlo Yami

**Isibonelo sesingeniso:**

Ziningi izifo eziphatha abantu, ezinye ziyalapheka ezinye azilapheki. Abanye abantu bakthetha ukufihla bangatsheli muntu ngazo, kube ukwazi kwabo nodokotela kuphela. Mina ngibona kufanele umuntu atshele izihlobo zakhe ngokugula kwakhe.

**Isibonelo somzimba:**

Ukufihla isifo esikuphethe kwenza ungakutholi ukwesekwa. Ukugula kwakho kuba umzwangedwa okungagcina kumdadela ingcindezi Kanye nokhwantalala. Singebasole abomndeni wakho ngoba phela basuke bengazi ukuthi uyagula.....  
.....  
.....

Umuntu ofihla ukuthi uyagula ulahlekelwa usizo abungaluthola ekuguleni kwakhe. Abantu bayazwelana nomuntu ogulayo, bazame ukumtholela usizo.....  
.....  
.....

Ukugula kwakho kuba nomthelela kwabanye abantu. Umuntu ogulayo udinga umuntu ozomelekelela amnakekele, ngoba kuhamba kuhambe aphelelwe ngamandla, ahluleke ukwenza izinto ezithile. Lokhu kuyabaphazamisa abantu abamelekelelayo uma bengazi ukuthi uphethwe sifo sini.  
.....  
.....



Ukukhuluma ngesifo sakho kuyasiza komunye umuntu naye ohlaselwa yilesi sifo. Kuyamqinisa omunye ogulayo azi ukuthi akayedwa. Baze bakhe amaqembu okwesekana.....

### Isibonelo sesiphetho

Kubi ukufihla isifo esikuphethi. Kukuncisha amathuba okulekelelwa, kuphinde kukuvimbe ekutheni ukwazi ukwesekwa abanye abanokugula okufana nokwakho.....

## Isifo Esingiphethi Siyimfihlo Yami

### 2. Isibonelo sesingeniso samalungiselelo / uhlaka (uma uvumelana nesihloko)

Esikhathini sanamuhla, kunezifo eziningi eziphatha abantu. Abantu abaningi bayazifihla izifo ezibaphethi, kodwa bakhona abavulelekile abakhulumayo ngazo. Mina ngiyavumelana nokuthi ukugula komuntu kumele kube yimfihlo yakhe.

### Umsebenzi womfundi

### Khetha isihloko esisodwa kulezi ezilandelayo bese ubhala ngaso

- 1.1 Ingabe Ezemidlalo Ziyikhambi?
- 1.2 Kubalulekile Ukunikela Ngezitho Zomzimba

### 3.6 UKUBHALWA KWENDABA KUSUSELWA ESITHOMBENI

Kule ndaba mfundi ulindeleke ukuthi uqambe indaba oyisusela esithombeni. Okubaluleke kakhulu ukuba umfundi angabhali okwenzeka esithombeni. Indaba yakho kumele ihumushe umyalezo oqukethwe yisithombe.

### Isibonelo sokubhalwa kwendaba eyamaniswe esithombeni esichukuluza imicabango:



## Okulindelekile uma ubhala indaba eyisithombe:

- Nikeza isihloko esihambisana nokwenzeka esithombeni.
- Indaba yakho kumele ihambisane nokuqukethwe isithombe. Isb. Umuntu ungumuntu ngabantu, Ebuhleni nasebubini, njl.
- Ungachazi isithombe, bhala indaba uyisusela ngokwenzeka esithombeni.
- Yinikeze isihloko indaba yakho.
- Bhala ngenkathi ehambelana nohlobo lwendaba obhala ngayo.
- Ungabhala nanoma yiluphi uhlobo lwendaba. Ingalandisa/ ingachaza/ inganinga/ ingaqhathanisa/ ingadaza inkani.

## Isibonelo sendaba elandisayo (esuselwa esithombeni esingenhla)

### Amalungiselelo

1. **Isingeniso**  
Sahlangana nini? Kuphi? Kanjani?
2. **Umzimba**  
Iliphi igalelo lo mngani analo empilweni yami
3. **Isiphetho**

### Isingeniso:

Igama lomngani wami uSibani. Sahlangana naye sivakashele kwesinye sezikole ezidumile eNkandla esibizwa ngokuthi iBizimali. Sasiyodlala ibhola lomnqakiswa  
nelikanobhutshuzwayo.....  
.....

### Umzimba:

Okwamangaza ukuthi kwamane kwazwana amagazi kuthina sobabili. Impela kwakuyinto engavamile ukuthi ngizizwe ngikhululekile ukuba nomngani womuntu wesilisa ngibe ngingowesifazane! Wanginakekela engisiza mina noSibani saphenduka amathe nolimi. Ngempela ngangizwa egazini ukuthi lo muntu ngathi uyigazi lami ukunoma abe umngani nje ojwayelekile.....  
.....

Emva komdlalo sangcebeleka siqwala izintaba sasibuka ubuhle bemvelo. Izintaba esasiziqwala zazinamatshe ashelelayo. Ngabhinyilika ngashelele ngaphoseka phansi emahhelekehleni. Ngaphaphama esibhedlela emva kwamasono amathathu kwazise ngangophe kakhulu. Umuntu owasiza ukuze ngivuke ekufeni uSibani owanikela ngegazi elalifana ncamashi nelami.....  
.....

### Isiphetho:

Impela uMvelinqangi unendlela yokuveza okufihliwe obala, kwazisho ngosuku lokuqala ukuthi uSibani ngumfowethu ebengingamazi esashiyelana naye ibele.

## Umsebenzi womfundi

### Khetha isithombe esisodwa kulezi ezilandelayo bese ubhala ngaso indaba

3.6.1.



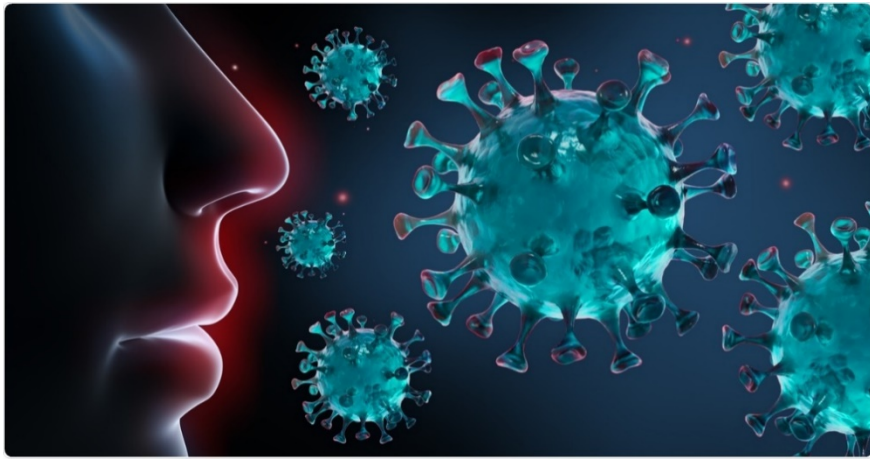
3.6.2.



3.6.3



3.6.4



3.6.5.



#### 4. ISIQEPHU B: IMIBHALO EMIDE EDLULISA IMILAYEZO

##### IZINHLOBO ZEMIBHALO EMIDE EDLULISA UMYALEZO

##### Ubude bamatheksthi abhalwayo obumele bukhiqizwe: ULIMI LWASEKHAYA (HOME)

Imibhalo edlulisa imilayezo	AmaBanga	Inani lamagama
Incwadi yobungani/yakoMkhulu, (enxusayo/yokukhononda/ yokucela/ yebhizinisi/ yokubonga/yokuhlalalisa/ eyokuzwelana/izincwadi; imigomo nezingamiselwe migomo eziya kwabezindaba) IKharikhulamu Vithaye, nencwadi ephelezelayo, indatshana yephephandaba neyephephabhuku, indatshana, amaminithi ne-ajenda (okubuzwa kuhambisane), umlando kamufi, izibuyekezo, umbiko, inkulumo elungiselelwe nengalungiselelwe, I-Imeyili	IBanga le-10	Amagama ayi-100 kuya kwayi-120 (okuqukethwe kuphela)
	IBanga le-11	
	IBanga le-12	

##### Ubude bamatheksthi abhalwayo obumele bukhiqizwe: ULIMI LOKUQALA LOKWENGEZA (FAL)

Imibhalo edlulisa imilayezo	AmaBanga	Inani lamagama
<b>Imibhalo emide edlulisa imiyalezo:</b> Incwadi yobungani/yakoMkhulu, (enxusayo/yokukhononda/ yokucela/ yebhizinisi/ yokubonga/yokuhlalalisa/ eyokuzwelana/izincwadi; ezimiselwe imigomo nezingamiselwe migomo eziya kwabezindaba/ ikharikhulamu vithaye nencwadi eyiphelezelayo/ umlando ngomufi/i-ajenda namaminithi omhlangano/ umbiko/isibuyekezo sebhuku noma sefilimu/ indatshana yephephandaba/ indatshana yephephabhuku/ ibhrosha/inkulumo- mpendulwano/inhlolokhono ebhalwayo/I-Imeyili	IBanga le-10	Amagama angama-80 kuya kwayi-100 (okuqukethwe kuphela)
	IBanga le-11	
	IBanga le-12	

**Ubude bamatheksthi abhalwayo obumele bukhiqizwe: ULIMI LWESIBILI LOKWENGEZA (SAL)**

<b>Amatheksthi</b>	<b>AmaBanga</b>	<b>Inani lamagama</b>
<b>Imibhalo emide edlulisa umyalezo:</b> incwadi yobungani/yesicelo/ yokukhononda /yocukela isikhala/yokubonga/Yokubongela umuntu/yokuzwelana nomuntu/ikhrikhulamu vithaye kanye necwadi ehambisana nayo/ umbiko omfushane/indaba emfushane noma ukubuyekezwa kwefilimu/inkulumo/ inkulumo-mpendulwano	IBanga le-10 kuya kwele-12	Amagama angama- 60 kuya kwangama-80 (okuqukethwe kuphela)
<b>Imibhalo emifushane yokwedlulisa umyalezo:</b> izikhangiso/dayari/amaphosikhadi/amakhadi esimemo/ukugcwaliswa kwamafomu/inkombandlela/ imiyalelo/ amaflaya/amaphosta	IBanga le-10 kuya kwele-12	Amagama angama-40 kuya kwangama-60

<b>Izinhlobo zamatheksthi</b>	<b>Inhloso</b>	<b>Isakhiwo setheksthi</b>	<b>Izimpawu zolimi</b>
Imiyalelo, izinkombandlela (Itheksthi emfushane )	Ukuchaza noma ukutshela omunye umuntu ukuthi into ethile yenziwa kanjani ngokwezigaba ezilandelana kahle.	<ul style="list-style-type: none"> <li>• Inhloso: Isitatimende esiveza ukuthi kuhlosweni.</li> <li>• Okusetshenziswayo okudingeka ngokohlalo.</li> <li>• Imininingwane yezigaba okumele zilandelwe ukuze kufezwe inhloso</li> <li>• Kungafakwa nemifanekiso efana nezithombe zangempela noma imidwebho.</li> </ul>	<ul style="list-style-type: none"> <li>• Kumele kubhalwe ngendlela eyalelayo</li> <li>• Sebenzisa izinombolo noma amabhulethi ukugqamisa ukulandelana kwezinto.</li> <li>• Thinta imbangela nomphumela wokwenzekayo</li> </ul>
Ukubuyekeza (isib. ukubuyekezwa kwebhuku kanye nefilimu) (Itheksthi ende)	Ukufingqa, ukucubungula kanye nokuphawula ngamatheksthi.	<ul style="list-style-type: none"> <li>• Umongo wendaba: ulwazi mayelana nombhali, umdwebi, uhlobo lomsebenzi</li> <li>• Ukuchazwa kwetheksthi: kuchazwa imibandela yetheksthi njengabalingiswa abasemqoka kanye neminye imicikilisho esemqoka yetheksthi.</li> <li>• Ukwehlulela: Ukuhlaziya itheksthi</li> </ul>	<ul style="list-style-type: none"> <li>• Kungabhalwa ngenkathi yamanje noma eyedule</li> <li>• Kusetshenziswe ulimi oluncomayo ukucubungula itheksthi.</li> </ul>

		kubekwa imibono kanye nemizwa.	
Umbiko omfushane (Itheksthi ende)	Ukuchaza izigameko ezithile	<ul style="list-style-type: none"> <li>• Ukuchazwa kwesigameko</li> <li>• Ingahambisana nezinsiza ezibonkalayo, isib. imidwebo, izithombe, njl.</li> </ul>	<ul style="list-style-type: none"> <li>• Ibhalwa ihambisane nenkathi eqokelwe ukubhalwa ngayo.</li> <li>• Lapho kubhalwa kusukelwa olwazini olwejwayelekile kuyiwe olwazinggo.</li> <li>• Kungabhalwa kusetshenziswa ulwazimagama obuchwepheshe.</li> </ul>
Ukubhalwa kwedayari ( Itheksthi emfushane )	Ukuqopha kanye nokubuyekeza izigameko zempilo yakho	<ul style="list-style-type: none"> <li>• Ivama ukubhalwa ebhukwini elithile (okungaba yidayari noma yijenali).</li> <li>• Kubhalwa njalo nje kulona (isib. nsuku zonke noma masonto onke).</li> <li>• Okubhalwayo kufakwa usuku nelanga.</li> </ul>	<ul style="list-style-type: none"> <li>• Kuvama ukubhalwa ngenkathi edlule.</li> <li>• Akumiselwe migomo.</li> <li>• Umbhali usuke ezibhalela yena.</li> </ul>
Incwadi yobungani (Itheksthi ende)	Ukufudumeza kanye nokusingatha ubungani	<ul style="list-style-type: none"> <li>• Ikheli, usuku nesibingelelo</li> <li>• Okuqukethwe</li> <li>• Isiphetho</li> <li>• Igama lombhali</li> </ul>	<ul style="list-style-type: none"> <li>• Ivama ukungamiselwa migomo ngokwesitayela.</li> <li>• Impawu zolimi ziyehlukahlukana kuye ngenhloso yolimi.</li> </ul>

<p>Ikhadi lesimemo ( Itheksthi emfushane )</p>	<p>Ukumemela umuntu othile emcimbini noma ukuze enze into ethile (okufanele asamukele noma asichithe)</p>	<ul style="list-style-type: none"> <li>• Kungafana nencwadi eqondene nomuntu othile noma kusetshenziswe ikhadi lesimemo</li> <li>• Uhlobo lomcimbi.</li> <li>• Indawo.</li> <li>• Usuku</li> <li>• Isikhathi.</li> <li>• Indlela yokugqoka.</li> <li>• Igama lesimenywa.</li> <li>• Kungafakwa nokuthi impendulo isiwa kubani.</li> <li>• Kungafakwa nokuthile okuyisithombe.</li> <li>• Impendulo kungaba yisiqeshana noma kube yincwadi.</li> </ul>	<ul style="list-style-type: none"> <li>• Kungamiselwa imigomo noma kungamiselwa imigomo ngokwesitayela.</li> <li>• Kuvama ukuba kufushane kuqondane nephuzu.</li> <li>• Kusetshenziswa imishwana enolimi olwejwayelekile.</li> <li>• Impendulo inolimi oluhloniphayo.</li> </ul>
<p>Incwadi emiselwe imigomo yakomkhulu (Itheksthi ende)</p>	<p>Zehlukahlukene, isib, eyokucela umsebenzi noma umfundaze; eyokukhononda, eyesicelo, njl.</p>	<ul style="list-style-type: none"> <li>• Ikheli lobhalayo elihambisa nosuku oluphelele, ikheli lokuthunyelwa kuye</li> <li>• Isibingelelo.</li> <li>• Ingaba nesihloko.</li> <li>• Isakhiwo somyalezo singahlukahluka kuye ngenhloso. Isib, Incwadi eya ephephandabeni.</li> <li>• Ukuphetha nokusayina.</li> </ul>	<ul style="list-style-type: none"> <li>• Ngokuvamile isitayela simiselwe imigomo.</li> <li>• Isebenzisa izimiso zolimi.</li> <li>• Ivama ukuba mfishane ihlale ephuzwini.</li> </ul>
<p>Iflaya/iphosta ( itheskthi emfushane )</p>	<p>Ukunxenxa abantu ukuthi bathenge into ethile noma bakhokhele umsebenzi othile.</p>	<ul style="list-style-type: none"> <li>• Kumele ibe mfishane, isib, iphepha eliyi-A5.</li> <li>• Kumele ibe nesihloko esikhangayo noma ilogo.</li> <li>• Umkhiqizo noma umsebenzi uchazwa ngamafuphi.</li> <li>• Kuba nohla lokuzozuzwa noma ozonikwa khona.</li> <li>• Ulwazi mayelana nokuthi batholakala kuphi/kanjani abanikazi bomkhiqizo, isib,</li> </ul>	<ul style="list-style-type: none"> <li>• Kubhalwa kubhekiswe ngqo kumfundi.</li> <li>• Kubhalwa kufingqwe.</li> <li>• Kubhalwa ngolimi oluqondile kofundayo, olunganongwa ngezikhanyiso, isichasiso, izifengqo, njl</li> </ul>



		<p>iwebhusayidi, ikheli, izingcingo.</p> <ul style="list-style-type: none"> <li>• Kungavezwa isithombe.</li> </ul>	
<p>Isikhangiso ( itheksthi emfushane )</p>	<p>Ukunxenxa abantu ukuthi bathenge into ethile noma bakhokhele umsebenzi othile.</p>	<ul style="list-style-type: none"> <li>• Singaba nezakhiwo ezahlukahlukene.</li> <li>• Kungasetshenziswa izaga nezimpawu zomkhiqizo.</li> <li>• Kusetshenziswa amakhono okukhangisa, isib, <i>ulimi olunxenyayo</i>.</li> <li>• Kusengatshenziswa imidwebo nezithombe ezithile ukwenza isikhangiso sikhange</li> </ul>	<ul style="list-style-type: none"> <li>• Ulimi olunezifengqo nolunkondlozayo lusetshenzisela ukunemba nokuthi lukhumbuleke isikhathi eside, isib, <i>isihlonipho, isifaniso, ifanamsindo, impindwa imvumelwano, isigqi, njl.</i></li> </ul>
<p>I-imeyili ( itheksthi emfushane )</p>	<p>Ukufudumeza kanye nokusingatha ubungani</p>	<ul style="list-style-type: none"> <li>• Ikheli lalowo i-imeyili ebhekiswe kuye – okuvame ukuba igama lakhe, iphoyinti yeseva kanye nezwe lapho iphoyinti yeseva ikhona, isib. Dumisanik (<i>igama</i>) @ gmail. (<i>server</i>) za (<i>country</i>).</li> <li>• CC: Lokhu kubhekiswe kulowo okumele emukele i-imeyili</li> <li>• Umbiko</li> <li>• Igama lomuntu othumele i-imeyili.</li> <li>• Ikheli lomuntu othumela i-imeyili liyavela lapho lowo othunyelelwe i-imeyili eyivula.</li> <li>• Qaphela umuntu othumela i-imeyili anganikeza eminye imininingwane yakhe ngezansi kombiko. Lokhu kubizwa ngokuthi yi-signature.</li> </ul>	<p>Ibhalwa ibe sangxoxo.</p>

<p>Inkulumompendulwano/ inqoxo (itheksthende)</p>	<p>Ukuqopha amazwi ngqo abantu ababambe iqhaza kanye nemibono yabo.</p>	<p>Uma kubhalwa inkulumompendulwano:</p> <ul style="list-style-type: none"> <li>• Kubhalwa amagama alabo ababambe iqhaza ngasesandleni sobunxele.</li> <li>• Ngemuva kwegama lalowo obambe iqhaza engxoxweni, kubhalwa ikholomu.</li> <li>• Okwenziwa yilabo ababambe iqhaza engxoxweni kubhalwa kubakaki ngaphambi kokuba kubhalwe amazwi ashiwoyo.</li> <li>• Kunikezwa ngamafuphi isithombe salabo ababambe iqhaza, indawo abakuyo nalokho abaxoxa ngakho.</li> </ul>	<ul style="list-style-type: none"> <li>• Uma inkulumompendulwano iphakathi kwamalunga omndeni noma phakathi kwabangani, kusetshenziswa ulimi olukhululekile. Kusetshenziswa izimo zokukhuluma ezejwayelekile ezifana nalezi: ukucela, ukubuza, ukunikeza umyalelo, njl.</li> <li>• Uma inkulumompendulwano iphakathi kwabantu abangejwayelene, kusetshenziswa isitayela solimi lokuxhumana oluzothile kanye nezimo zokukhuluma ezejwayelekile: ukucela, ukubuza, ukunikeza umyalelo, njl.</li> </ul>
<p><b>Okokuzithuthukisa:</b> Ikharihulamu vithaye (cv) kanye nencwadi ehambisana nayo, uhlelo lomlayezo omfushane (sms), i-imeyili, feksi, njl.</p>			

## INQUBO YOKUBHALA UMBHALO OMUDE ODLULISA UMYALEZO

### Zilungiselele ngaphambi kokubhala.

- Cabanga ngenhloso yombhalo nezethameli zawo.
- Nquma ngezidingo zesakhiwo, isitayela nombono wakho.
- Thola, uhlele, uqophe ulwazi ozobhala ngalo
- Bhala amalungiselelo ozowalandela uma ubhala lolo hlobo lombhalo.

### Yakha izinhloko zokuqala

- Sebenzisa ngempumelelo imibono esemqoka nesekeleyo etholakale lapho kulungiselwa ukubhala.
- Bhala umbhalo ophela ulandela amaphuzu owabhale kumalungiselelo.
- Nquma ngokukhethwa kwamagama anembayo, achazayo nemishwana ezokwenza ukuthi okubhalwayo kucace.
- Qikelela ithoni nerejista kuhambelane nezethameli kanye nenhloso yombhalo wakho.

### Buyekeza, ufundisise ukuze ucacise, ukulungisa amaphutha kanye nokwethula.

- Hlolisisa umsebenzi wakho ukuze ulungise amaphutha okungaba ukukhethwa kwamagama, izimpawu zokuloba, isipelingi njl.
- Yethula umkhiqizo wokucina.

## 4.1. INCWADI YOBUNGANI

Incwadi yobungani iba nekheli lalowo oyibhalayo, nosuku olubhalwe ngokugcwele. Akusetshenziswe igama lenyanga lesiZulu noma lesiNgesi elibhalwe ngokwesizulu. Kusetshenziswa isibingelelo sobungani; ungambiza ngegama noma umthophe ngesithakazelo. Le ncwadi iba nesingeniso umzimba kanye nesiphetho. Njengoba kuyincwadi yobungani, oyibhalayo uyibhala ngolimi olukhululekile. Yize ibhalwa ngolimi olukhululekile, oyibhalayo akumele asebenzise ulimi lwasemgwaqeni okuwulimi olungavumelekile.

### INCWADI YOBUNGANI KANYE NENCWADI YOMSEBENZI

INCWADI YOBUNGANI	INCWADI YOMSEBENZI/YAKOMKHULU
<ul style="list-style-type: none"> <li>Iba nekheli elilodwa eliba nosuku olubhalwe ngokugcwele</li> </ul>	<ul style="list-style-type: none"> <li>Iba namakheli amabili. Elokuqala liba nosuku bese kuthi elesibili liqalise ngesikhundla sobhalelwayo</li> </ul>
<ul style="list-style-type: none"> <li>Isibingelelo kutshengise ubuhlobo</li> </ul>	<ul style="list-style-type: none"> <li>Isibingelelo kumele sikhombise ukuhlonipha kanye nobulili</li> </ul>
<ul style="list-style-type: none"> <li><b>Asikho isihloko</b></li> </ul>	<ul style="list-style-type: none"> <li>Isihloko sokubhalwa ngakho. Lesi sihloko kumele sidweshelwe</li> </ul>
<ul style="list-style-type: none"> <li>Isingeniso kumele sikhombe ukuthi lona ombhalelayo nivamisile ukuxhumana. Qaphela irejista kuya ngengqikithi yencwadi</li> </ul>	<ul style="list-style-type: none"> <li>Isingeniso kumele siqonde ngqo kobhala ngakho.</li> </ul>
<ul style="list-style-type: none"> <li>Izigaba ezisemzibeni azinamathele engqikithini yobhala ngakho</li> </ul>	<ul style="list-style-type: none"> <li>Izigaba ezisemzibeni azinamathele engqikithini yobhala ngakho</li> </ul>
<ul style="list-style-type: none"> <li>Isiphetho sibhalwa sethule ubuhlobo bobhalayo</li> </ul> <p><b>Isibonelo:</b> Ymina umngane wakho uNondumiso</p>	<ul style="list-style-type: none"> <li>Isiphetho sibhalwa sethule ukuzithoba kanye nenhlonipho</li> </ul> <p><b>Isibonelo:</b> Yimina ozithobayo uNondumiso Chiya (Nksz)</p>
<p><b>QAPHELA: IZIGABA ZIHLUKANISWA NGOKWEQA UMUGQA OWODWA</b></p>	

### Isibonelo sencwadi yobungani

#### Umyalelo

Umzala wakho owenza ibanga lesi-9 useqala imikhuba emibi ekhathaza umndeni. Bhala incwadi umxwayise ngobungozi kanye nemiphumela engemihle ngalokho akwenzayo.

#### Amalungiselelo

- Ikheli lobhalayo liphethe ngosuku olubhalwe ngesiZulu.
- Isibingelelo esikhombisa ukwazana njengokumgagula ngegama umngani nokumthopha ngesithakazelo umzali.
- Okubhalwa ngakho:  
Isingeniso esikhombisa ukwazana.  
Umzimba:
  - ukuxwayisa ngobungozi;
  - Imiphumela engemihle yalokhu akwenzayo
- Isiphetho; amazwi okuphetha
- Ukuvalelisa okukhombisa ubuhlobo.

#### 4.1.1. Isibonelo sencwadi yobungani:

P. O. Box 1761  
Empangeni  
3880  
11 Nhlabha 20.

Mzala

Ngajabula ukukubona enkonzweni yePhasika eJozini. Sengidunyazwa yile ndaba engiyizwile yokuthi usuqale imikhutshana engemihle lapho ekhaya.

Ngizwile ukuthi usuqale ukudla izidakamizwa. Akukuhle lokho gazi lami, ngithi angikuxwayise ngobungozi bale nto ozifaka kuyo. Isikole nezidakamizwa akuhambisani, amanzi namafutha. Ngiyakuxwayisa mzala, hlukana nezidakamizwa ngoba zizokwenza ukuthi ungaphumeleli ezifundweni zakho. Okubi kakhulu ngazo ukuthi ziyakubamba zikuthi ngqi kungabe kusaba lula ukuziyeka, kube yizona esezilawula impilo yakho.

Okunye okubi ngezidakamizwa ukuthi zikuholela kwezinye izenzo ezimbi njengokuntshontsha imali, kwazise zimba eqolo. Ungazithola usungumbulali, umdlwenguli ngoba umqondo wakho usuke usulawulwa yizo. Uzothi ungazelele uzithole sewukhalelwa ngamasongo kaSigonyela, ube ukudla kwejele. Cabanga-ke ikusasa lakho selidicileka phansi. Awucabange nje indumalo anganayo umalume, kwazise ubeke wonke amathemba akhe kuwe.

Angethembe gazi lami ukuthi uyakuzwa engizama ukukusho. Zama ukubaleka kusenesikhathi. Kwesinye isikhathi izidakamizwa zikusanganisa ikhanda. Khumbula isalakatshelwa sibona ngomopho. Khonza kumalume nomalumekazi.

Yimina umzala wakho  
uSibonelo

#### 4.1.2. Isibonelo sencwadi yobungani

227 Khuluse Street  
Mqantsa Section  
Tembisa  
1628  
15 Ncwaba 20.

Mthokozisi

**Isingeniso** : (Isigaba esifushane esiveza ukuthi niyazana/nihlobene nalowo

ombhalelayo).....  
.....  
.....

**Umzimba**: (Kungaba izigaba ezimbili noma ngaphezulu) .....

.....  
.....

Yimina umngani wakho  
uSenzo

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo incwadi yobungani

1. Umfowenu kade enzele abazali benu umcimbi wokubabonga ngendlela abanikhulise ngayo.  
Bhala **incwadi yobungani** umbonge ngalesi senzo sakhe esihle asenzile.
2. Isikole ofunda kuso kulo nyaka sihlele umcimbi wokuhalelisela abafundi abaphumelele ngamalengiso.  
Nivunyelwe ukuba nizikhethele abantu abazoniphelezela kulo mcimbi.  
Bhala **incwadi yobungani** ucele umngani wakho ukuba akuphelezele ukuya kulo mcimbi.

## 4.2 INCWADI YOMSEBENZI/ YASEMTHETHWENI/ YAKOMKHULU

Lena incwadi ebhalelwa izinhloso ezahlukene, okungaba ukucela umsebenzi, ukucela isikhala sokufunda, eyokubasela isikweletu, eya kwabezindaba njl.

### Qaphela lokhu uma ubhala le ncwadi:

- Namathela ezidingweni zalolo hlobo lwencwadi.
- Sebenzisa ulimi oluqondile nolulula ukuze izethameli ezihlosiwe zizokuqonda okushiwoyo, khona zizophendula uma kudingeka.
- Sebenzisa irejista yolimi efanele.
- Hlukanisa izigaba ngokweqa umugqa owodwa

Incwadi yomsebenzi inalezi zingxenye:

#### Ikheli lombhali:

- Bhala Ikheli lakho phezulu uliqale phakathi nendawo liye esandleni sokudla.
- Ikheli lakho lihambisana nosuku oluphelele lokubhalwa kwencwadi.

#### Ikheli lobhalelwayo:

- Bhala ikheli lobhalelwayo, kuqalwe ngesikhundla salowo obhalelwayo.
- Libhalwa kusukela kwimajini ngasesandleni sokunxele ngaphansi kwekheli lombhali.
- Umugqa wokuqala ubhala isikhundla salowo incwadi ebhekiswe kuye.

#### Isibingelelo:

- Isibingelelo asikhombise ukuhlonipha kulowo ombingelelayo.

#### Isihloko:

- Shiya isikhala noma umugqa ngaphansi kwesibingelelo bese ubhala isihloko sencwadi yakho. Igama negama lesihloko liqala ngosonhlamvukazi.
- Isihloko sisiza ukuba lowo othola incwadi asheshe abone ukuthi imayelana nani.

#### Umzimba:

- Lena iyona ngqikithi yencwadi.
- Shiya isikhala ngaphansi kwesihloko bese ubhala udaba lwakho.
- Kubalulekile ukuthi luhlelwe kahle kulandelwa isakhiwo esiphelele; okuyisingeniso, indikimba nesiphetho.
- Esingenisweni akuvele inhloso yencwadi.
- Endikimbeni ucacisa kahle lokho obhala ngakho.
- Okushoyo makucace futhi ungandi namazwi angenasidingo.
- Incwadi yakho mayihlabe esikhonkosini.

#### Isiphetho:

- Yiphethe kahle indikimba yakho ngaphambi kokuthi uvalalise; njengokuthi nje uma kade kubhalwa incwadi yokucela umsebenzi, "Ngingathokoza uma isicelo sami singaphumelela."

**Isivaleliso:**

- Shiya isikhala ngaphansi komzimba wencwadi bese uvalelisa ngokuthi:  
Yimina ozithobayo  
uThando Mkhize (Nksz)

**Umyalelo:**

Kunenkampani enikeza imifundaze kubafundi abaphumelele ngamalengiso kumatikuletsheni. Le mifundaze ilekelela abafundi ukukhokha izindleko zokufunda esikhungweni semfundo ephakeme.

Bhala incwadi ucele umfundaze kule nkampani.

**4.2.1 isibonelo sencwadi yomsebenzi: Isicelo Somfundaze**

P. O. Box 106  
Hluhluwe  
3960  
11 Meyi 20.

Mqondisi  
Hulette PTY LTD  
P. O. Box 60  
Pongola  
3170

Mnumzane/ Nkosikazi/ Nkosazana

**Isicelo Somfundaze**

Ngibhala le ncwadi ukufaka isicelo somfundaze ozongelekelela ukukhokhela izindleko zokufunda esikhungweni semfundo ephakeme. Ngibone isikhangiso salo mfundaze sikhangiswe ephephandabeni Isolezwe langomhla zi-2 kuNhlaba kowezi-20... Lo mfundaze ubudinga abafundi abaphumelele ngamalengiso kumatikuletsheni.

Ngingumfundi wesifazane obefunda esikoleni Inqanawe ngonyaka wezi-20... Ngaphumelela ngamalengiso kuzo zonke izifundo engangizenza okuyilezi ezilandelayo: Mathematics, Life Science, Physical Science, Accounting, English, isiZulu kanye ne-Life Orientation. Isithombe sami saze savezwa ekhasini lokuqala ephephandabeni iLanga ela lethula imiphumela.

Ngafaka isicelo sokuyofundela ubudokotela eNyuvesi yaseKapa, bangemukela. Izindleko zakhona kodwa zingenza ngiphelelwe yithemba ngoba ngikhuliswa ugogo ngemali yempesheni. Ngingajabula kakhulu ukuthola lo mfundaze ukuze amaphupho ami okuba udokotela ezofezeka.

Ngiyethembisa ukuthi uma nje ngingawuthola lo mfundaze, ngiyofunda ngokuzimisela, ukuze ngiphumelele ngibuye ngizosiza umphakathi wangakithi ontulayo. Ngojabula uma isicelo sami singaphumelela.

Yimina ozithobayo  
uBhekizenzo Thwala

## 4.2.2 Incwadi yokucela umsebenzi

	P.O. Box 21251
Ikheli lobhalayo	Kempton Park
	1620
	22 Nhlaba 20.
	Usuku olugwele
Mphathi	Isikhundla sobhalelwayo
Tholakele Bus Services	
P.O. Box 476	
Johannesburg	Ikheli lobhalelwayo
2000	
Mnumzane/Nkosazane	Isibingelelo
ISICELO SOMSEBENZI .....	Isihloko sale ncwadi
Ngibhala le ncwadi ukucela isikhala somsebenzi .....	Isingeniso esiveza inhloso yokubhala le ncwadi.
.....	
.....	
.....	
Umzimba:(Ungaba nezigaba ezimbili noma ngaphezulu)	Uzoveza iminyaka, isikole owafunda kuso, izifundo owazenza, ikhono onalo, owakuzuza, okungakwenza ube ngolungele lesi sikhundla
.....	
.....	
.....	
Isiphetho: (Ngiyathemba isicelo sami ...)	Ubhala umusho okhombisa ukuzithoba
Ymina ozithobayo	
uSthokozile Zungu (Nkk.)	Isivaleloso

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo incwadi yomsebenzi/yasemthethweni/yakoMkhulu

1. UMnyango wesiFundazwe uqoke isikole sakho ukuba kubanjelwe kuso umbukiso wemikhakha ehlukeneyemisebenzi. Kuzobe kukhona abafundi bebanga le-12 bezikole zesiyingi ukuzothamela lo mbukiso. Ngengomholi wabafundi (head prefect) isikole sikucele ukuba **ubhalele usomabhizinisi** wangakini ucele usizo ukuze lo mbukiso ube yimpumelelo
2. Uthathiwe esikhungweni semfundo ephakeme ukuba uyoqala ukufunda khona ngonyaka ozayo.

**Bhalela uMqondisi weMandela** Foundation, Private Bag X 7000, Houghton, 2041, ucele uxhaso ukuze akwelekelele ekukhokheleni izifundo zakho.

### 4.2.3 Incwadi eya kuMhleli

Le Incwadi eya kuMhleli ifana nencwadi yomsebenzi kepha kukhona nakuyo okudingeka ukuqikelele ngayo.

#### Mfundi nakhu okulindeleke kuwe uma ubhala Incwadi eya kuMhleli

- Veza uvo lwakho ngento ethile.
- Nika imininingwane ethile ukuze yaziwe umphakathi.
- Khala ngokuthile. Kuyavama ukuba uma umuntu onezikhalo azikhiphe ephephandabeni kunoma aziqondise lapho zifanele ukuya khona. Inhloso ukwenza abaphethe bazazi izikhalo zomphakathi nabanye bazame ukulungisa lokho okungalungile ngokushesha ukuze bangahlambalazeki.
- Buza okuthile kubafundi bephephendaba, nakuba iqondiswe kuMhleli.

#### Mfundi uma ubhala lolu hlobo lwencwadi kumele uqikelele lokhu:

- Incwadi iqondiswa kuMhleli noma ngabe uphendula okuthile okuvele ephephandabeni kepha wena uqondana noMhleli.
- Iphephandaba lizama ukonga isikhala ngakho-ke alikufuni ukuthemeleza.
- Iphephandaba alifuni ukuqhatha umphakathi, ngakho-ke amazwi ayinhlamba noma ajivazayo aliwafuni.  
Incwadi kufanele ibe nekheli eliphelele lakho njengombhali wayo, igama nesibongo. Uma ungathandi kukhishwe igama lakho langempela, uyasho kodwa libe khona liphelele futhi.
- Isihloko sendaba ungazibhalela wena phezulu encwadini yakhe, kodwa uMhleli angasiguqula ngokubona kwakhe.
- Incwadi uyayisayina ukuze iphephandaba livikeleke.
- Ukugxeka ngokwakhayo kuyindlela esebenza kahle kakhulu kulolu hlobo lwencwadi.

UMhleli unelungelo lokuthi angayikhiphi mpela mpela incwadi uma ebona kunesidingo.



## Nasi esinye isibonelo sencwadi eyakuMhleli:

### ISIBONELO SENCWADI EYA KUMHLELI

#### Amalungiselelo

Amakheli amabili  
Bingelela ngokwesikhundla  
Isihloko  
ukuzethula  
Isizathu sokubhala incwadi  
Isiphakamiso  
Ukuvalelisa

Okulindelekile uma ubhala incwadi eya kuMhleli

- **Isibonelo:** bhala amakheli amabili.

Ikheli lakho lihambisane nosuku. (05 Mandulo 2019; 05 Septhemba 2019).

Ikheli lesibili lombhalelayo liqalise ngesikhundla sakhe (Mhleli), ungalubhali usuku.

Bingelela ombhalelayo sakukhuluma. **Isibonelo:** Mnumzane/Nkosazana/Nkosikazi, njl.

- Bhala isihloko sencwadi yakho

- **Isibonelo:** Incwadi Yokukhononda Ngodaba Olungelona Iqiniso/INCWADI YOKUKHONONDA NGODABA OLUNGELONA IQINISO

Isingeniso: Zethule unikeze isizathu esikwenze wabhala le ncwadi.

**Isibonelo:** ngingumphathi wabafundi eSiyajabula, kuphume udaba ephephandabeni olumayelana nami. Ngibhala le ncwadi ngenhloso.....

**Umzimba:** zwakalisa imizwa yakho neyomndeni mayelana nokushicilelwa kodaba olungelona iqiniso.

**Isiphetho:** Veza ukuthi uzokuthokozela ukukhishwa kwencwadi eyisixoliso kuleli phephandaba/ zinikele ukuba ne-inthavyu ukuze kulungiswe lolu daba. /veza izinyathelo ozozithatha uma bengalulungisi lolu daba.

Valelise ukhombise ukuzithoba

**isibonelo:**

Yimina ozithobayo  
uZithobe Ntanzu

**QAPHELA:** Bhala igama nesibongo kuphela uma kungumuntu wesilisa (ungafaki uMnu kubakaki)

#### Umsebenzi womfundi

#### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo

1. Iphephandaba iSokesimbone likhiphe udaba olungelona iqiniso olumayelana nelinye lamalungu omndeni wakho.

Bhala **incwadi eya kuMhleli** ukhononde ngalesi senzo.

2. Umphakathi wangakini unephephandaba lendawo eliphuma nsuku zonke. Kuleli phephandaba kufakwe ingosi entsha emayelana nezinhlelo zokuthuthukisa intsha emphakathini.

Bhala **incwadi eya kuMhleli** uncome ngalesi senzo.

### 4.3 IKHARIKHULAMU VITHAYE KANYE NENCWADI EHAMBISANA/EYISIPHELEKEZELO

IKharikhulamu Vithaye iwumbhalo wokuzazisa. Inezidingo ezihleleke ngaphansi kwezinsika ezine ezilandelayo:

- ✓ Okuqondene nawe obhalayo
- ✓ Imininingwane ngemfundo yakho
- ✓ Ulwazi analo ngomsebenzi
- ✓ Abangafakaza ngawe

#### Incwadi ehambisana / ephelezela ikharikhulamu vithaye

Le ncwadi ibuye ibizwe ngokuthi incwadi eyikhava. Iyiqoqa le kharikhulamu vithaye. Inhloso yayo ukuhuha labo obabhalele bafise ukukwazi kabanzi bafunde ikharikhulamu vithaye yakho bese beqoka wena ukuba bazokubona kunhlokhono. Okunye okubalulekile ngale ncwadi ukuthi kumele uzincome ukuze labo abafuna ukukuqasha babone ukuthi kungabe kungani kumele baqashe wena, bayeke laba abanye.

**QAPHELA: Incwadi ehambisana / ephelezela ikharikhulamu vithaye** akuyona eyokucela umsebenzi futhi inezidingo ezilandelayo:

- ✓ Iyincwadi efana neyakoMkhulu ngakho inamakheli amabili
- ✓ Kusibengelelo ungamugagula eqondene naye uma umazi. Qaphela! Lokhu ukwenza ngenhlonipho. Izibonelo: Nkosikazi Sethulo, Bhrigadiya Gabuza, njl
- ✓ Gagula isikhala osifakele isicelo
- ✓ Shono lapho othole khona ngalesi sikhala osifakele isicelo
- ✓ Bhala iqoqo lamava akho ngomsebenzi owucelayo
- ✓ Hlobanisa amakhono akho nezidingo zomsebenzi owucelayo
- ✓ Phetha ngokuzithoba ungavezi buhlobo njengoba kwenziwa encwadini yakoMkhulu

#### 4.3.1 IKHARIKHULAMU VITHAYE NENCWADI EYISIPHELEKEZELO.

##### Isibonelo seKHARIKHULAMU VITHAYE:

IKHARIKHULAMU VITHAYE KA- AYANDA NTANDOYENKOSI GAMBU	
<b>1. IMINININGWANE EPHATHELENE NAMI:</b>	
ISIBONGO	: Gambu
AMAGAMA	: Ayanda Ntandoyenkosi
USUKU LOKUZALWA	: 16 Epreli 1994
INOMBOLO KAMAZISI	: 160494 052 081
UBULILI	: Owesifazane
UKUGAN(W)A	: Angiganile
UBUZWE	: Umu-Afrika
ULIMI ENGILIKHULUMAYO	: IsiZulu
EZINYE IZILIMI ENGIZIKHULUMAYO	: IsiNgisi nesiFulentshi
IZINCWADI ZOKUSHAYELA	: Ikhodi ye-8
ISIMO SEMPILO	: Ngiphila saka
<b>AMAKHELI:</b>	50 Ngwane Road

<b>IKHELI LASEKHAYA</b>		Ezakheni Ladysmith 3370
<b>IKHELI LEPOSI:</b>		P O Box 972 Ezakheni Ladysmith 3370
<b>IZINOMBOLO ZOCINGO:</b>		036- 533274 (ekhaya) 082 891 8230 (iselula) ayagambu@gmail.com
<b>I-IMEYILI</b>		
<b>2. IMINININGWANE EQONDENE NEMFUNDO :</b>		
<b>Amabanga aphantsi</b>		Bhibho Combined School Ibanga loku-1 kuya kwele-7
<b>Amabanga aphezulu :</b>		Lihlithemba High School Ibanga lesi-8 kuya kwele-12
<b>Imfundo Ephakeme :</b>		Fezile University 128 Malahle Street Pietermaritzberg 3201
<b>Iziqu:</b>		Iziqu zika-BA kwezokuxhumana
<b>3. IMINININGWANE EQONDENE NOMSEBENZI:</b>		Imvunge Newspapers
<b>Unyaka</b>		2016 - 2020
<b>4. AMAVA EMPHAKATHINI</b>	:	Ukufundisa intsha ukucula. Ukuthatha izithombe zabantu abenza okuhle emphakathini.
<b>5. OKOKUQEDA ISIZUNGU</b>	:	Ukulalela umculo. Ukuthwebula izithombe.
<b>6. OFAKAZI</b>	:	1. Dkt. T M Zondi
Isikhundla	:	Uthishomkhulu
Ikheli	:	Lihlithemba High School 63 Fish Road Ladysmith 3370
<b>I-IMEYILI</b>		lihlithemba@ladysmith.co.za
Izinombolo Zocingo	:	036-574 1910 (ekhaya) 073 321 6987 (iselula)
Isikhundla	:	2. Nkk. G.P. Dlova Imenenja
Ikheli	:	Imvunge Newspapers 76 Dr Seme Avenue Pietermaritzberg 3201 www.imvungenewsp.com
<b>I-IMEYILI</b>		
Izinombolo Zocingo	:	036-937 8423 (ekhaya) 082 891 8230 (iselula)

## Incwadi eyisiphelekezele:

### Amalungiselelo/Okulindelekile:

- Ikheli lobhalayo alibe ngasesandleni sokudla lihamba nosuku olubhalwe ngokugcwele.
- Ikheli lobhalelwayo alibe ngasesandleni sokunxele liqale ngesikhundla sobhalelwayo nesibongo sakhe (uma kunikiwe).
- Bingelela ngesizotha; Isb: Mnumzane/Nkosazane/ Nkosikazi.
- Qala ngomusho oyisihloko sodaba.
- Esigabeni sokuqala: hlala phezu kodaba olumenze wabhala incwadi.
- Esigabeni sesibili: Cacisa ukuthi konke okudingekayo mayelana nesicelo somsebenzi ukufakile.
- Isiphetho masibe sifishane sifingqe isicelo.
- Valelisa ngesizotha: Yimina Ozithobayo  
u-Ayanda Gambu (Nksz.)

- Okulindelekile:**
- Isingeniso
  - Umzimba (ungaba yisigaba esisodwa).
  - Isiphetho (makuvele ukuqoqeka kwencwadi).
  - Amagama awabe inani elifanele.

### Isibonelo sencwadi eyisiphelekezele seKharikhulamu Vthaye:

#### 4.3.2 Incwadi eyisiphelekezele (Isicelo somsebenzi)

		P.O. Box 21251
	Ikheli lobhalayo kanye nosuku olubhalwe ngokugcwele	Kempton Park
		1620
	Isikhundla sobhalelwayo	22 Nhlaba 20--
Mphathi		Usuku olugcwele
Tholakele Bus Services		
P.O. Box 476		
Johannesburg	Ikheli lobhalelwayo ngokugcwele	
2000		
Mnumzane/Nkosazane	Isibingelelo	
ISICELO SOMSEBENZI .....	Isihloko sencwadi	
Ngibhala le ncwadi ukucela umsebenzi .....		Isingeniso esiveza inhloso yokubhala le ncwadi.
Umzimba: .(Ungaba nezigaba ezimbili)		Uzoveza iminyaka, iskole owafunda kuso, izifundo owazenza, ikhono onalo, owakuzuzisa, okungakwenza ube ngolungele lesi sikhundla
Isiphetho: Ngiyojabula uma isicelo sami.....		Isiphetho esiveza ulimi lokuncenga/ ukuzithoba
Yimina ozithobayo		
uSthokozile Zungu (Nkk)		Isivaleliso: Valelisa ngesizotha, bhala igama nesibongo sakho ukhombise ngokufingqiwe kubakaki ukuthi ungowesifazane

## Umsebenzi womfundi

**Khetha umsebenzi owodwa kule elandelayo ubhale ngawo ikharikhulamu vithaye kanye nencwadi eyisiphelekezele:**

### INCWADI YOKUZICHAZA (CV) KANYE NENCWADI EYISIPHELEKEZELO

1. U-Ayanda Bhejane oneminyaka engama-23, ohlala kwa-BB925, elokishini laseMlazi, eThekwini ubone isikhangisi esilandelayo esikhishwe inkampani iSenza Kahle Recruitment ephephandabeni iSizithola Zishisa.

#### **SENZA KAHLE HOMES**

ISIKHALA SOKUBA UMDAYISI WEZINDLU

Ofisa ukufaka isicelo salo msebenzi kufanele abe nalokhu okulandelayo:

- Isitifiketi sikaMatikuletshe ni nolwazi lokudayisa
- Ubulili besilisa noma besifazane.
- Umazisi waseNingizimu Afrika.
- Iminyaka ephakathi kwengama-22 kuya kwengama-35.
- Ubuzwe baseNingizimu Afrika.
- Okwazi ukukhuluma ulimi lwesiNgisi nesiZulu.
- Izincwadi zokushayela ukhodi-8.
- Ofakazi abatholakalayo uma befonelwa.

2. **Bhala iKharikhulamu Vithaye** kanye nencwadi ehambisana nayo ubhekise kule mininingwane elandelayo.

#### **DALISU MEDICAL SCHEME**

ISIKHALA SOKUBA UMELELEKI

Ofisa ukufaka isicelo salo msebenzi kufanele abe nalokhu okulandelayo:

- Isitifiketi sikaMatikuletshe ni neziqo ze-BA.
- Ubulili besilisa noma besifazane.
- Umazisi waseNingizimu Afrika.
- Iminyaka ephakathi kwengama-25 kuya kwengama-30.
- Ubuzwe baseNingizimu Afrika.
- Okwazi ukukhuluma ulimi lwesiNgisi nesiZulu.
- Izincwadi zokushayela ukhodi-8.
- Ofakazi abatholakalayo uma befonelwa.

Thumela isicelo sakho kuProfesa NN Ngiba (uMqondisi Wenkampani) ingakapheli inyanga kaJuni 2019.  
Ikheli: 76 Repuna Avenue, Dundee, 8648.

## 4.4 I-AJENDA NAMAMINITHI OMHLANGANO

Amaminithi omhlangano angokufingqiwe okwakukhulunywa ngomlomo emihlanganyweni. Abhalwa agcinwe ngenhloso yokulondoloza okwakukhulunywa kwavunyelwana ngakho ukuze kungalibaleki, kungalahleki, nezinqumo zigcineke. Qikelele ukuthi awubhali konke okukhulunywa emihlanganweni, kepha ubhala iziphakamiso nezinqumo. Bhala amagama abethule iziphakamiso kanye nalabo abasekelile. Akumele ubhale ukuphaphalaza, ukuphikisana, ukwedelela kanye nokuxabana okwenzekile emihlanganyweni.

### Isibonelo se-ajenda kanye namaminithi omhlangano:

#### I-ajenda Yomhlangano Wamalunga Enhlangano, Isibani

Usuku	: 20 kuMbaso 20..
Isikhathi	: Ihora le-10 ekuseni
Indawo	: Emahhovisi enhlangano
1	Ukuvula
2	Ababekhona
3	Izixoliso zalabo abangaphumelelanga
4	Amaminithi omhlangano odlule
5	Okuvuka emaminithini
6	Ukukhethwa kwabaholi abasha
7	Ezixubile
8	Ukuvala

#### Amaminithi omhlangano:

Umhlangano wamalunga enhlangano, Indonsa

**Usuku** : 20 kuMbaso 20.

**Isikhathi**: Ihora le-10 ekuseni

**Indawo** : Emahhovisi enhlangano

#### 1. Ukuvula

Umhlangano waqala ngehora le -10 ekuseni. UMnu. Masilela wavula ngomthandazo. UMphathisihlalo wabonga wase emukela wonke amalunga ayekhona emihlanganweni. Ngemuva kokwaziswa kwabaxolisile uMphathisihlalo wabe esechazela inhlangano inhloso yomhlangano.

#### 2. Ababekhona

UJabulani Masilela, USizakele Gabuza, UGladys Sokhela, noSibongile Zwane (uNobhala wosuku).

#### 3. Abaxolisile

Nkk. Magubane no-F.R. Mahlobo

#### 4. Amaminithi omhlangano odlule

UNobhala wafunda amaminithi omhlangano odlule. Umhlangano wawemukela njengerekhodi eliyiqiniso.

#### 5. Okuvuka emaminithini

USizakele Gabuza wabuza ngamalungiselelo okuhambisana nemigomo yeCOVID-19-19-19. UGladys Sokhela wanikeza impendulo eyayiqinisekisa ukuba nomumo.

#### 6. Ukukhethwa kwabaholi abasha

Amalunga akhetha abaholi abalandelayo kanje: UMnu. Jabulani Masilela waqokelwa ukuba ngusihlalo, uSizakele Gabuza waqokelwa ukuba umgcinimafa kwathi uGladys Sokhela waqokelwa ukuba ngunobhala.

#### 7. Ezixubile

UMnu. Jabulani Masilela wabonga abaholi abadala ngokusebenza kwabo ngokuzikhandla ukuhola nokuthuthukisa inhlangano. Wabe esephonsa inselelo yokuthi esikhathini esizayo kunganjani kubuyekezwe

umthethosisekelo wenhlangano, kuboniswane ngesigatshana esithi alikho ilungu eliyiqokelwa isikhundla sobuholi lingakaqedi iminyaka emibili.

#### **8. Ukuvala**

Umphathisihlalo wabonga amalunga ngeqhaza alibamba kulowo mhlango. USizakele Gabuza wavala ngomthandazo ngehora le-12 emini.

## **Umsebenzi womfundi**

### **Khetha umsebenzi owodwa kule elandelayo ubhale ngawo i-Ajenda namaminithi omhlangano**

#### **Umsebenzi 1**

Endaweni yangakini kuzokwakhiwa uMtapo Wolwazi, ikomidi lomphakathi libambe umhlangano mayelana nokwenziwa kwalo msebenzi.

Bhala **i-Ajenda namaminithi omhlangano** njengoba unguNobhala waleli komidi.

#### **Umsebenzi 2**

UnguNobhala wesigungu esimele abafundi esikoleni ofunda kuso. Beninomhlangano nabaphathi besikole, nidingida udaba lokuphepha kulesi simo seCOVID-19.

Bhala **i-ajenda namaminithi omhlangano**.

## **4.5 UMLANDO KAMUFI/UMLANDO NGOMUFI**

Umlando kamufi/ngomufi ubhalwa abomndeni noma yiloyo oqokelwe ukuba awubhale. Kumele ubhalwe umuntu omaziyo umufi ukuze kungaphambani okubhaliwe nempilo kamufi. Kubhalwa okugqamile, okusemqoka nokuyiqiniso ngempilo ebiphilwa ngumufi. Ubhalelwa ukuba ufundwe enkonzweni yakhe yokugcina (ngelanga lomngcwabo).

**QAPHELA:** okuqokethwe kufanele kuhambisane neminyaka umufi ayiphilile.

### **Okulindelekile uma ubhala umlando kamufi/ngomufi:**

- Isihloko esigqamile esinamagama kamufi aphelele.
- Usuku lokuzalwa nashone ngalo.
- Bhala ngenkathi edlule.
- Bhala njengomuntu wesithathu.
  
- Isigaba sokuqala: - amagama kamufi aphelele.  
- indawo azalelwa kuyo.  
  
- abazali bakhe.  
- usuku ashone ngalo (ungabhala iminyaka abesenayo uma uthanda).
  
- Isigaba sesibili: - imininingwane ngemfundo  
- imiklomo nezikhundla esikoleni  
- imininingwane yemfundo ephakeme.
  
- Isigaba sesithathu: - Imininingwane yomsebenzi (uma ushone esesebenza)  
- Ukuxhumana / izinto azenzile/imisebenzi ayenzile emphakathini.

- **Isiphetho:** Umusho onemininingwane mayelana nomndeni wakhe noma wakubo awushiyile emhlabeni.
- **Isivaleliso:** Umusho wokuvalalisa okungaba amazwi acashunwe embhalweni ethile noma okunye okuhambisana nokuvalalisa umufi.

Amagama awabe inani elifanele.

#### Amalungiselelo

- Igama nesibongo salowo oshonile, ikheli, ubudala, usuku lokuzalwa, indawo lapho azalelwa khona, ashonela khona imbangela yokufa, ubude besikhathi asigulile (uma ethathwe ukugula) kanye nezihlobo zakhe (abazali njl.)
- Akuzuzile empilweni, ngokwemfundo, nasemphakathini. Amanqampunqampu ngomufi. Kungathintwa izinto ayezenza eziyohlala zikhumbuleka emndenini nakubangani.
- Umbiko wokuzwelana nomndeni nawo ungafakwa.
- Eminye imilando ingafaka okusondelene nomufi njengenkondlo.
- Ulimi olusetshenziswayo yilolo olumiselwe imigomo
- Sebenzisa izihlonipho njengokuthi uhambile, udlulile emhlabeni, usishiyile kunokuthi ufile.

Njengayo yonke imibhalo eyi-eseyi bhala isingeniso, umzimba kanye nesiphetho.

**Isihloko:** Isihloko sibhale sigqame sibe namagama kamufi aphelele;

**Isibonelo:** **Umlando kaZamlandela Ntokozo Khumalo.**

**Isingeniso:** imininingwane noluzalwa nabazali bakamufi:

Isibonelo: Bhala amagama kamufi aphelele, usuku azalwa ngalo, uzalwa ngobani, wazalelwa kuphi.

**Umzimba:** Okuhambisana nemfundo (uma kukhona).

**Isibonelo:** Bhala amazinga akhe ezemfundo; Izikole zemfundo afunda kuzona.

Isigaba sesithathu: Izinto ezinhle azenzile esikoleni, emphakathini nasemndenini.

Isigaba sesine: Usuku adlule ngalo emhlabeni. Abantu abayigazi lakhe abashiye emhlabeni.

**Isiphetho:** Phetha ngomusho omfushane wokumvalalisa,

**Isibonelo:** Lala uphumule Mntungwa/Ulale ngokuthula/ngoxolo



## Isibonelo:

**Umlando ka-  
Babo Mlungisi Makhathini  
(1994-20.)**

UBabo Mlungisi Makhathini wazalwa ngomhla ziyi-7 ku-Agasti 1994. Wazalelwa eThekwini elokishini laseMlazi. Abazali bakhe kwakunguBusi Makhathini (MaNgcobo) no Dkt. Cecilia Makhathini (ongasekho). Usishiye ngokuzuma mhla ziyi-13 Novemba 20.

UBabo waqala imfundo yakhe yamabanga aphantsi kwaMgaga Combine School. Waqhubeka waya eMenzi High School lapho aphothula khona umatikuletsheni. Esikoleni wayeduma ngokucula kanye nokwenza imidlalo yasesiteji. Wathola izindebe eziningi zokulingisa imidlalo yasesiteji. Imfundo yakhe ephakeme wayenza eMangosuthu Technikon College lapho afundela khona ukuba ngu-Sound Engineer. Waphasa ngamalengiso.

Waqala ukusebenza ngonyaka wezi-2014 eWizard Music Studio. Ubewuthanda kakhulu umculo futhi esiza abaculi abasaqalayo.

Wayaziwa futhi kakhulu ngegalelo lakhe lokuqeqesha o-DJ.

Emphakathini waba nesandla esikhulu ekuthuthukiseni intsha. Wayeyilungu eliqavile leqembu elibusayo. Kuningi akwenzile ukusiza nokuqoqa izingane ezisebenzisa izidakamizwa.

Ushiye emhlabeni umama wakhe, udadewabo oyedwa nabafowabo abathathu.

**‘Lala uphumule Gxabhashe! Siyohlala sikukhumbula njalo!’**

**EXODUS 14:14**

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo umlando kamufi/umlando ngomufi

1. Umngani wakho udlule emhlabeni ngokukhulu ukuzuma. Ucelwe umndeni ukuba ubhale umlando wakhe.

**Bhala umlando kamufi/ngomufi**

2. Umzala wakho obesanda kuthathwa yiqembu laMazulu FC ukuyolidlalela esigabeni salo sokuqala udlule emhlabeni engozini yemoto.

**Bhala umlando kamufi/ngomufi.**

## 4.6 I-ATHIKHILI YEPHEPHANDABA

### Indatshana yephephandaba /yephephabhuku.

I-athikhili yephephabhuku iyindlela yokuletha ulwazi, inguquko, imininingwane ethile mayelana nalokho ofisa ukukwedlulisa noma ofuna ukukukhangisa. Uma ubhala i-athikhili sebenzisa ifonti ehlukehlekene, imibala ehlukehlekene egqamile. Le midwebo igqugquzela ukuthengisa umqondo othize. Ungabhalwa ngamagama athize okunezelela okushiwo yizithombe. Amanye amaphephandaba aphuma nsuku zonke, kanti iphephabhuku lona liphuma kanye ngenyanga noma kanye ezinyangeni ezintathu. Indlela ebhaleka ngayo imibiko yephephandaba neyephephabhuku iyefana, kuhluka nje ukuthi umbiko wephephandaba uzohlala isikhathi esifishane ngoba nephepha lihlala isikhathi esifishane kanti umbiko wephephabhuku wona uhlala isikhathi eside. Kusetshenziswa isakhiwo nesitayela esifanele.

### **Qaphela lokhu ngenkathi ubhala:**

Indatshana yephephandaba/yephephabhuku kumele ishaye emhloeni; idlulise lokho okusemqoka. Ifingqe ngokunembayo, ingachezuki eqiniseni. Iba nesihloko esihle esihehayo. Kwesinye isikhathi ihambisana nesithombe esicacile.

### **Okulindlekile uma ubhala i-athikhili yephephandaba/ iphephabhuku:**

- Isihloko masiveze umongo wendaba kodwa sigodle ulwazi oluthile ukuze sizohela.
- Igama lentatheli nendawo okubhalwe kuyona isiqephu akuvele.
- Umbiko ubhalwa ngendlela yamaphephandaba eba nezigatshana ezihlelwe ngokwamakhalamu.
- Kweqiwa umugqa phakathi kwezigaba.
- Ulwazi luhlelwa ngendlela yokuthi kuqale okubalulekile.
- Isigaba sokuqala yisona esithwala ingqikithi yendaba ngokuthi sinikeze lokhu okulandelayo:

Ubani? Wenzani? Kuphi? Nini? Ngoba kwenzenjani? Kanjani?

- Ezigabeni ezilandelayo chaza kabanzi ngalokho okushiwo esingeniseni.
- Zama ukuthi i-athikhili yakho ingachemi.
- Kusetshenziswa umlandi ongumuntu wesithathu.
- Bhala amagama abantu khona kuzobonakala ubuqiniso balokho okushiwoyo.
- Uvumelekile ukuthi usebenzise amagama ashiwo ngumuntu kodwa ucaphune
- Ungasebenzisa inkathi edlule neyamanje embhalweni owodwa.

### **Isibonelo se- athikhili yephephandaba**

#### **Umyalelo**

Sekuzwakele ukuthi kukhona abantu abadayisela abafundi ezikoleni izidlo ezinezidakamizwa.

Bhala i- athikhili yephephandaba mayelana nezimvo/izikhalazo zabantu ngenxa yalesi senzo

#### **Amalungiselelo**

##### **Isingeniso:**

- Ukubhadanywa kwalesi sihlava sokudayiswa kwezidlo ezinezidakamizwa ezikoleni.

##### **Umzimba:**

- Ubufakazi bokungenisa lesi sihlava
- Ukukhathazeka komphakathi ngalesi senzo.
- Ukuqwashisa ngezindlela zokuqeda/zokunqanda ukudayiswa kwalesi zidlo.

##### **Isiphetho:**

Ukugquzela ukubambisana komphakathi namaphoyisa ekulwisaneni nalo mkhuba.

## Nasi sibonelo sombiko wephephandaba:

### Ukudayiswa Kwezidlo Ezifakwe Izidakamizwa Ezikoleni

Othisha basesikoleni samabanga aphansi iZongile, bethuke boma, kuquleka abafundi aba-4 bebanga lesi-5 emva kwekhefu lokuqala. Uma bebuza kwabanye abafundi ukuthi yini imbangela yalokhu, babatshela ukuthi boba-4, bathenge amagwinya abedayiswa esangweni.

Laba bafundi baphuthunyiswe eMtholampilo, ofike wakuqinisekisa ukuthi badle ukudla okunezidakamizwa. Emtholampilo babasizile ngokususa izidakamizwa emizimbeni yabo. Othisha bakhuthaze ukuthi kuthungathwe lo muntu odayisele izingane ukudla okunezidakamizwa.

Umphakathi wona ubhodla umlilo ngalesi senzo. Sebephawula nokuthi lo mkhuba usuyanda kule ndawo. Baphawula nokuthi ziningi izikole lapho kudayiswa khona ukudla okunezidakamizwa. Baxakwa nangukuthi kungani laba bantu bedayisela izingane izidakamizwa. Abanye basola ukuthi kungenzeka ukuthi bafuna ukuzintshontsha izingane uma sezidakiwe izidakamizwa, bazidayise ukuthi ziyagqilazwa kwamanye amazwe.

USihlalo wesiGungu sokuphatha isikole waphawula wathi: "Sekuyisikhathi sokuthi kuhlolwe kahle bonke abantu abadayisela izingane ukudla ukuze izigilamkhuba zizobanjwa." Kuphakanyiswe ukuthi umphakathi uhlangane namaphoyisa ukulwisana nalo mkhuba.

Kuloba u-Enhle Mnguni

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo athikhili yephephandaba

1. Endaweni yangakini kade umgwaqo uvaliwe ngenxa yombhikisho wezimfuno zomphakathi.  
**Bhala indatshana yephephandaba** uxoxe ngalesi sigameko osibonile.
2. Beka imibono yakho mayelana nezenzo ezingezinhle zokuziphatha kwentsha okubeka izimpilo zayo engcupheni.

**Bhala i-athikhili** yephephandaba lomphakathi eliphuma masonto wonke uxwayise intsha ngokuziphatha kwayo budedengu.

## 4.8 UKUBHALA UMBIKO (IRIPHOTHI)

### Okulindelekile uma kubhalwa umbiko:

- Isihloko (siveze ukuthi kumayelana nani)
- Umbiko kumele ucace ukuthi uya kubani.
- Usuku
- Isikhathi
- Indawo
- Sebenzisa ulimi oluzwakalayo
- Chaza isigameko esenzekile.
- Veza imininingwane yakho
- Sayina umbiko.
- Bhala ngenkathi efanele.
- Amagama awabe inani elifanele.

## Isibonelo sokubhala umbiko (iriphothi):

Umyalelo:

Abafundi abavela ezikoleni ezahlukene bebebuka umdlalo wencwadi abayifundayo ehholo lesikole. Ngenkathi sekuphunywa abafundi badudulene abanye bawa base beyalimala kakhulu. Uthishomkhulu ucele ukuba ubhale umbiko ngalokhu okwenzekile.

**Bhala umbiko** ozowunika uthishomkhulu.

## Isibonelo:

### UMBIKO NGOKULIMALA KWABAFUNDI

Uya ku- Mnu. ZZ Malevu-uthishomkhulu waseHlola High School

Usuku : 19 Mashi 20..

Isikhathi : Ihora lesi-9 ekuseni

Indawo : Ehholo lesikole

#### Okwenzekile:

- Emva kokuphela komdlalo abafundi basukume bonke kanyekanye baya esicabheni sokuphuma.
- Badudulene ngoba bengakwazi ukuphuma ngesikhathi esisodwa.
- Abanye abafundi bawe phansi banyathelwa yilaba abajahe ukuphuma.
- Othisha bamemezile becela abafundi ukuthi bangadudulani.
- Onogada bazamile ukuvimba abafundi kodwa kwahlanga zimuka nomoya.
- Abafundi besilisa bona bebedudula kakhulu.
- Abanye abafundi bamele kude balinda ukuze kuphele isiminyamina.
- Othisha abazame ukungene esixukwini nabo bathole ukududuleka balimama.
- Ngokuphazima kweso abafundi abanyathelekile bese bopha kanti abanye bebequlekile.
- Kufike abosizo lokuqala bazama ukusiza abafundi abalimele.
- Abanye baphuthunyiswe esibhedlela ngama-ambulense.
- Abafundi abalimale kakhulu bekungabesifazane Othisha bacele ukuthi abanye abafundi bangene emabhasini baye ezikoleni.
- Bonke abafundi nothisha abangalimalanga bathole ukwelulekwa ngokwengqondo

Ubhalwe ngu-:

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Isiginesha

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo umbiko

1. Buka isithombe esilandelayo bese ubhala umbiko ongabekelwe mgomo.

**Bhala umbiko** ozowunika uKaputeni wamaphoyisa asesiteshini esiseduzane nalapho obekubanjwa khona imoto yemali.



#### NOMA

2. Iqembu lebhola likanobhutshuzwayo lasesikoleni ofunda kusona lihlulwe emqhudwelwaneni wamanqamu. Lokhu kwenze ukuthi livuke umbhejzane lihloselele kanzima unompempe limsola ngokuthi ubechemile naleli qembu ebebeqhudelana nalo.

**Bhala umbiko** ongabekelwe mgomo ozowethula kuthishomkhulu njengoba ubukhona kwenzeka lesi sigameko.

## 4.9 INKULUMO ELUNGISELELWE

### Iyini inkulumo elungiselelwe?

- Inkulumo elungiselelwe yinkulumo oyihlelile ozoyethula emcimbinmi thizeni. Kungaba umcimbi wokuvalalisa umuntu/ abantu, owokwethwesa iziqu njl.
- Kubalulekile ukuthi inkulumo ihambelane nomcimbi lowo ezokwethulwa kuwo.
- Inkulumo idinga ukulungiselelwa ukuze ihleleke kahle.
- Kusetshenziswa inkathi yamanje, lena yinkulumo ngqo eyethulwa kubantu belalele, bekubuka nawe ubabuka.

### Okulindlekile uma kubhalwa inkulumo elungiselelwe:

- Zilungiselela ngokwenza ucwaningo bese uhlela ulwazi.
- Bhala isihloko: isihloko esizoba nale mininingwane: inhloso yenkulumo, yethulwa ngubani? Kumuphi umcimbi? Nini? Wawuqhutshelwa kuyiphi indawo?
- Qala ngokubonga ithuba kumphathi wohlelo.
- Bingelela izethameli ngokwezikhundla zazo uqale ngabanezikhundla eziphezulu wehle njalo.
- Yethula inkulumo yakho ehlukeniswe kahle ngezigaba. Lapha wethula inkulumo njengoba ocwaningile ngesihloko wase uyihlela ukuze amaphuzu athelelane kahle. Iphuzu nephuzu lidingidwa esigabeni salo lodwa. Ekugcineni kubalulekile ukuthi uphose inselelo kuzethameli.
- Sebenzisa irejista, isitayela nephimbo okuhambisana nezethameli, inhloso nesimo somcimbi.
- Khetha amagama anembayo ungathemelezi
- Yethula amaqiniso, umbono, incazelo eqondile negudliselayo incazelo esobala necashile.
- Khombisa indlela obuka ngayo izinto ukuchema, ukucwasa, ulimi oluthinta imizwa, oluncengayo nolimi oluvumisayo.
- Uma inkulumo seyiphelile, buyisela kumphathi wohlelo ngokuthi uphinde ubonge kuye.

## Isibonelo senkulumo elungiselelwe:

### Umbuzo:

Njengomfundi wendawo owaziphatha kahle kulesi sikole waphumulela ngamalengiso, isikole sibe sesihlela umcimbi wokuvalelisa abafundi bebanga le-12 kulo nyaka. Ucelwe ukuba ube ngomunye wezikhulumi kulo mcimbi. Bhala inkulumo elungiselelwe ozoyethula kulo mcimbi.

Amalungiselelo

Isihloko

1. Ukubonga ithuba nokubingelela abantu ngezikhundla zabo.
2. Izinselele ezibhekene nentsha.
3. Ukugquzela imfundo entsheni.
4. Ukukhuthaza intsha ukuthi izibambe ziqine.
5. Ukubonga kumphathi wohlelo.

**Inkulumo yokukhuthaza abafundi bebanga le-12 emcimbini wokuvaleliswa kwabo, eNhlungwane H. S yethulwa nguMnu. S. K. Gumede ngehora lesi-9 ziyi-11 kuLwezi wezi-20...**

#### Noma

Yethulwa ngu : Mnu. S. K. Gumede  
Uhlobo lomcimbi : Umcimbi wokuvalelisa abafundi babanga le-12.  
Indawo : INhlungwane H. S  
Isikhathi : Ngehora lesi-9 ekuseni.  
Usuku : 11 kuLwezi 20..

Inkunzi isematholeni

Ngibonge ithuba eliyinqayizivele engilinkwe ngumphathi wohlelo. Ngibingelela umhloli omele uMnyango WeMfundo, Othisha abakhulu, othisha bonke, Umkhandlu wesikole, abazali kanye nabafundi abangosingaye kulo mcimbi.

Bafundi bebanga le-12, abaholi bakusasa yinina. Izwe lethu namuhla libhekene nezinsalelo ezahlukahlukene, okubalwa kuzo ukuntengantenga kwesimo somnotho, ukwanda kwezinswelaboya, ngenxa yokungasebenzi kwentsha kanye nezifo ezingalapheki ezahlukahlukene. Zonke lezi zimo ziyoxazululwa yini enisabona nezimpukane ngesikhali senu esiyimfundo.

Sifundile emaphephandabeni uMnu. Mthembu ethi imfundo yiyona eyothuthukisa leli zwe. Sibonile nakomabonakude kwenziwa izinhlelo zezemfundo ukuze kusizakale wonke umuntu. Bafundi isiZulu sithi elisuka muva likholwa yizagila, sukumani-ke niphikelele kwaNgqondokulu niyofuna imfundo. uHulumeni usenzelele nezinto zalula ngokunihlelela imfundo yamahhala. Akusekho ukuziba ngezimali ezingekho.

Uma senifundile niyokwazi ukuthuthukisa amakhaya enu. Umphakathi wonkana uyozishaya isifuba ngani njengoba kungasensuku zatshwala nje nihlolwele ukuphela konyaka, zibambeni ziqine.

Ngiyabonga mphathi wohlelo.

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo inkulumo elungiselelwe

1. Ungumfundi ovelele emidlalweni, manje umenyiwe ukuthi wethule inkulumo esikoleni sangakini ugquzela ezemidlalo ezikoleni.

**Bhala inkulumo** ozoyethula esikoleni sangakini egquzela ubumqoka bokuzibandakanya kwezemidlalo.

2. Ungomunye wabafundi abathole inhlanhla yokunikwa umfundaze inkampani yangakini iVulingqondo (Pty) Ltd, emcimbini eniwenzelwe yile nkampani uqokwe ukuthi wethule inkulumo ubonge kubaphathi benkampani.

**Bhala inkulumo** elungiselelwe ozoyethula kulo mcimbi.

## 4.10 INGXOXO / INKULUMO MPENDULWANO

**Nazi izinto okufanele uziqaphele uma ubhala ingxoxo/inkulumo-mpendulwano:**

- Isakhiwo sengxoxo/ senkulumo-mpendulwano
- Bhala isethulo. Lesi sethulo sibhale ekuqaleni usifake kubakaki. Esethulweni ngenisa udaba oluzoxoxwa nokuthi luzoxoxwa ngobani kanye nendawo abazoxoxa kuyo.
- Abaxoxayo baqambe amagama.
- Amagama alabo abakhulumayo wabhale ngasesandleni sokunxele, abe mafushane nesibongo singasetshenziswa esikhundleni segama. Ungabhali lutho ngaphansi kwamagama alabo abakhulumayo. Emagameni kuphongozwa u-u omncane.
- Bhala ikholoni emva kwamagama abantu abakhulumayo.
- Khetha amagama okumele akhombise ukwehlukana kwezinga lalabo abakhulumayo. *Isibonelo: 'ubaba uma ekhuluma nendodana, ingane yesikole uma ikhuluma nothisha'.*
- Inkulumo-mpendulwano yakho mayibe nesingeniso, umzimba Kanye nesiphetho. Ingaphetha ngokuba bezwane noma bangezواني kuye ngokuthi udaba abebeluxoxa luhamba kanjani.

**Umyalelo:**

Bhala Ingxoxo/inkulumompendulwano phakathi kukathishomkhulu, umzali kanye nomfundi, mayelana nokungasigcini isikhathi njengoba kubhalwa izivivinyo zokuphela konyaka.

**Isibonelo senkulumo-mpendulwano:**

Amalungiselelo:

1. Isihloko
2. Isethulo
3. Inkulumo-mpendulwano ehlelwe ngebhulokhi, abalingiswa babhalwe balandelane ngasesandleni sokunxele, kulandele ikholoni bese kuba amazwi ashiwo ngumlingiswa.
4. Inkulumo yabo mayihleleke kanje:
  - Isingeniso: bangenisa inkulumo
  - Umzimba: kudingidwa imbangela yokufika komfundi emva kwesikhathi.
  - Imiphumela yokufika emva kwesikhathi
  - Isiphetho: inkinga iyaxazululeka.

## Isibonelo sengxoxo/senkulumo-mpendulwano:

### Ingxoxo/Inkulumo -mpendulwano

[Kusekuseni ehhovisi likathishanhlolo uMnu. Sokhulu, uzobonisana noNkk. Ngema mayelana nokukhathazeka kwakhe ngokungasigcini isikhathi kukaMfundo.]

uMnu. Sokhulu: Ngiyabonga ukuphumelela kwakho Nkk. Ngema yize isimemo usithole sekuphuthuma.

uNkk. Ngema: Ngiyabonga nami Thishomkhulu, ngisukumele phezulu ngoba kuthinta umntwana wami.

uMnu. Sokhulu: Mama ngikwazisa ukuthi uMfundo akasigcini isikhathi sokungena esikoleni njengoba kubhalwa izivivinyo zokuphela konyaka, ngabe mama uyayazi yini imbangela yalokhu.

uNkk. Ngema: Hawu! Angikwazi-ke lokho Thishomkhulu. Mina ngimvusa ngovivi ngenzela ukuthi afike ngesikhathi. Ake aziphendulele yena asho inkinga yakhe.

uMfundo: Ngiyalibonga ithuba Thishomkhulu, inkinga yami ukuthi ngihamba ibanga elide ngiza esikoleni.

uNkk. Ngema: Hawu! Ngiyavivinywa ngisehlane. Uhamba kwenzenjani ngoba ngakunika imali yokugibela?

uMfundo: Ngiyaxolisa mama, sadudana nabangani bami sayisebenzisa edolobheni imali.

uMnu. Sokhulu: Uyajabula njengoba ufika esikoleni emva kwesikhathi, kube kubhalwa izivivinyo?

uNkk. Ngema: Ikusasa lakho lisezandleni zakho mfana, uma ungazimisele ngemfundo uzozisola usuwedwa.

uMfundo: Ngiyaxolisa mama nawe thishomkhulu, sengiyalibona iphutha lami, ngeke ngiphinde ngidudane nabangani.

uNkk. Ngema: Ngiyaxolisa Thishomkhulu ngesenzo sikaMfundo. Sengizoqinisekisa ukuthi ngimkhokhela emotweni ehamba abafundi.

uMnu. Sokhulu: Kungcono Mfundo ngoba uyalibona iphutha lakho, ngiyabonga nakuwe Nkk. Ngema ngalesi sisombululo. UMfundo ngomunye wabafundi abakhaliphile. Lokhu bese kuqala ukumphazamisa.

uNkk. Ngema: Ngiyabonga Thishomkhulu ukuthi usheshe walusukumela lolu daba, sibonga nokuthi siyiphethe kahle le mbenge.

### Umsebenzi womfundi

#### Khetha umsebenzi owodwa kule elandelayo ubhale ingxoxo/inkulumo-mpendulwano

Uqokwe ukuthi wethule inkondlo emcimbini ohlelelwe ukuqwashisa ngeCOVID-19-19-19. Abahleli balo mcimbi baxoxisane nawe mayelana nesikhathi ozosithatha uma uhaya inkondlo. Lesi sikhathi kufane sihambisane nemithetho ye-COVID-19-19-19.

**Bhala inkulumo-mpendulwano/ingoxo** phakathi kwabahleli bomcimbi ababili kanye nembongi.

Ufisa ukuvula ibhizinisi likashisanyama ngakini, uvakashele omunye oyisakhamuzi osemnkantshubomvu kulolu hlobo lwebhizinisi, ukuyocobelela ulwazi kuye.

**Bhala inkulumo-mpendulwano/ingoxo** ebiphakathi kwakho nalo somabhizinisi.



## 4.11 I-INTHAVYU

I-inthavyu ingxoxo lapho kuba khona umuntu noma abantu abalidlanzana ababuza omunye imibuzo bephindelela ngenhloso yokwazi kabanzi ngaye. Kungabuzwa kabanzi umuntu ofuna umsebenzi kokunye kubuzwe umuntu ngenhloso yokuthola ulwazi ngento ethile eyenzekile noma esazokwenzeka. I-intavyu ingenziwa bukhoma, kumabonywakude, emsakazweni noma ezinkundleni ezithile zokuxhumana. Ikhona futhi i-inthavyu ebhalwa phansi njengenkulumo-mpendulwano.

### Umyalelo

#### Isibonelo

Ake sifunde le-inthavyu elilandelayo lapho umsakazi woKhozi FM ekhuluma khona nomculi othile odumile:

#### I-inthavyu phakathi komsakazi woKhozi kanye nomculi odumile

- uMsakazi** : Kuyinjabulo kimi ukuthola ithuba lokuba unginike isikhathi sokukhuluma nawe.
- uMculi** : Nami ngiyathokoza kakhulu ukukhuluma nawe kulo msakazo odume kangaka, ngizwiwe abalandeli bami nabalaleli bakho abaningi.
- uMsakazi** : Ngabe leli gama obizwa ngalo elakho ngempela noma elomsebenzi?
- uMculi** : Igama lomsebenzi engalinikwa abangane bami ikakhulukazi enginabo eqenjini lami.
- uMsakazi** : Lavela kanjani?
- uMculi** : Ngangishaya kakhulu isiginci bachazeke kakhulu base bengibiza ngo-*Guitarman*.
- uMsakazi** : Awutshela abalaleli bomsakazo nabalandeli bakho ukuthi ngempela wena ungubani, uqhamukaphi ?
- uMculi** : Mina nginguZakhele wakwaZibane owazalelwa eNkande wakhulela khona, wafunda khona, kwaze kwaba uyahamba uyofunda enyuvesi yaKwaZulu iZululand. Uthando lwami lomculo ladlondlobala lapho.
- uMsakazi** : Ubani ongathi wakufaka ugqozi lomculo?
- uMculi** : Abazali bami nabo bangabaculi. Ubaba nomama bebevamise ukucula esontweni, lokhu okubizwa ngokuthi i-duet, babuye bazilungiselele ekhaya. Ngakhula ngihalela ukuthi nami ngelinye ilanga ngime phambi kwabantu ngibajabulise, njengoba kwakwenza abazali bami. Abazange bangiphoke kodwa ukuba ngibe umculi, kwazisukela kimi nje.
- uMsakazi.** : Kodwa pho kungani wena ucula olunye uhlobo lomculo?
- uMculi** : Ngicabanga ukuthi ukuwufunda phansi ngibe nolwazi ngawo, nokukhula ngihalela uhlobo oluthile lomculo kwangenza ukuba ngicabange ukwehluka kubazali bami. Kwangijabulisa futhi ukuthi abazange babe nenkinga ngalokho. Bayawahambela amakhonsathi bazongilalela, bahlabe lapho bethanda ukuhlaba khona babuye bancome futhi uma kunesidingo.

[Isengaqhubeka le-inthavyu kuze kufike esibalweni esifanele samagama]

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo I-inthavyu

1. Ufake isicelo somfundaze esikoleni sezemidlalo i-Sports Academy. Manje uMphathi wezemidlalo uMnu. BZ Mkhize ukubizele i-inthavyu/nhlolokhono.

**Bhala i-inthavyu /inhlokhono** ephakathi kwakhho noMnu. BZ Mkhize.

2. Isikole senu sidle umhlangano emqhudelwaneni wenkulumompikiswano ebiphakathi kwaso kanye ne-Education High School. Isiteshi somsakazo womphakathi sibe sesihlela i-inthavyu noThishanhloko wesikole sakho.

**Bhala i-inthavyu** ebiphakathi kukaThishanhloko wenu kanye nomsakazi.

## 4.12 ISIBUYEKEZO

### Incazelo emfushane:

Isibuyekezo siwuvu lobhalayo ngokuthile okungaba incwadi, iphephandaba, iphephabhuku, isidi(CD), indawo ethile yokuqeda isizungu okungaba eyokuya ngasethunjini, eyokungcebeleka, eyokuzivocavoca njalonjalo. Inhloso yaso iwukwazisa ngelaka ngento abhale ngayo. Kulindeleke ukuba isibuyekezo sigxile emaqinisweni egculisa noma engagculisi ukuze abasifundile bakwazi ukuzithathela izinqumo mayelana nalokho okubhalwe ngakho.

### Izimpawu Zesibuyekezo

Isihloko asigagule ukuthi singesani isibuyekezo.

Kugagulwa imininingwane yento okubhalwa ngayo.

- Sebenzisa kakhulu inkathi ehambisana nalokho osuke okubuyekeza.
- Sebenzisa kakhulu amagama achazayo, amagama athinta imizwa ukuze adlulise kahle umyalezo wakho.
- Sekela umbono wakhe ngokutholaka kulokho abhala ngakho nangalokho akuthole kweminye imithombo ethembekile ngenhloso yokuqinisa uvo lwakho.
- Veza isinqumo ngalokho obhala ngakho ukuthi kuhle noma akukuhle maqede wenze izincomo.

### Izibonelo zezihlokwana ezingasetshenziswa uma kubhalwa isibuyekezo:

Incwadi	Ifilimu	i-cd	Umcimbi
<ul style="list-style-type: none"> <li>• Igama lencwadi</li> </ul>	<ul style="list-style-type: none"> <li>• Igama lefilimu</li> </ul>	<ul style="list-style-type: none"> <li>• Igama le-cd</li> </ul>	<ul style="list-style-type: none"> <li>• Uhlobo lomcimbi</li> </ul>
<ul style="list-style-type: none"> <li>• Igama lombhali</li> </ul>	<ul style="list-style-type: none"> <li>• Umqondisi /Abaqondisi</li> </ul>	<ul style="list-style-type: none"> <li>• Igama lenkampani eqophile</li> </ul>	<ul style="list-style-type: none"> <li>• Usuku lomcimbi</li> <li>• Indawo</li> </ul>
<ul style="list-style-type: none"> <li>• Abashicileli</li> </ul>	<ul style="list-style-type: none"> <li>• Isikhathi</li> </ul>	<ul style="list-style-type: none"> <li>• Igama lomculi</li> </ul>	<ul style="list-style-type: none"> <li>• Abahleli bomcimbi</li> </ul>
<ul style="list-style-type: none"> <li>• Unyaka eyashicilelwa ngawo</li> </ul>	<ul style="list-style-type: none"> <li>• Inkampani yabashuthayo</li> </ul>	<ul style="list-style-type: none"> <li>• Uhlobo lomculo</li> </ul>	<ul style="list-style-type: none"> <li>• Isikhathi somcimbi</li> </ul>

• Incwadi ngamafuphi	• Ifilimu kafushane	• Ukuxoxa kafushane nge-cd	• Ukuxoxa ngomcimbi (ngamafuphi)
• Izincomo (okuhle nokubi ngayo)	• Izincomo (okuhle nokubi)	• Izincomo (okuhle kanye nokubi)	• Izincomo (okuhle kanye nokubi)
• Uvo lwakho	• Uvo lwakho	• Uvo lwakho	• Uvo lwakho

## Isibonelo: Uma kuyincwadi yezemibhalo inoveli/umdlalo/izinkondlo

- Igama layo, igama lombhali wayo, igama labashicileli, unyaka eyashicilelwa ngawo, indawo eshicilelwe kuyo kanye nokuqokethwe incwadi ngamafuphi.

<b>Igama lencwadi:</b>	Ngaze Ngazifaka Enkingeni
<b>Umbhali wencwadi:</b>	S.S. Kunene
<b>Igama labashicileli:</b>	Alzinah Vezi Publishers
<b>Unyaka eshicilelwe ngawo:</b>	Julayi 20..
<b>Indawo eshicilelwe kuyo:</b>	eMpangeni
<b>Okuqokethwe yincwadi ngokufingqekile</b>	
Lapha ngizoxoxa ngencwadi ebhalwe omunye wababhali osemnkantshubomvu esihloko sithi: (Ngaze Ngazifaka Enkingeni).	
Le ncwadi ikhuluma ngomfana owayeka isikole emabangeni aphantsi wakhetha ukududana nabangani.	
Emva kokuyeka isikole uzithole esedla izidakamizwa. Waqala wenza ubugebengu ebamba inkunzi wangacina lapho wantshontsha nezimoto.	
Okubuhlungu ukuthi kwathi ngelinye ilanga ethi uyobamba inkunzi esitolo thizeni kanti abakwasidlodlo sebemllindile. Wathi efika nje nanka amaphoyisa emcuthela. Wazama ukukhipha isibhamu amshaya kuqala amaphoyisa kuthe esalimele kanjalo wezwakala ethi, "Ngaze Ngazifaka Enkingeni" waphangalala kanjalo.	
Iqukethe lokho le ncwadi ngokufingqekile.	
<b>Uvo lwami</b>	
Le ncwadi ikhuluma ngesimo esiphila ngaphansi kwaso okuwubugebengu.	
<b>Izincomo</b>	
Kungaba wusizo ukuba le ncwadi iqoshwe ukuze ilalelwe nayilabo abangakwazi ukufunda.	

## Uma kuyisidi (CD)

- Igama layo, igama lomculi noma leqembu, inkampani yabaqophi kanye nonyaka eqoshwe ngawo.
- Bhala ngeso lomuntu wokuqala usho umbono wakho ngalokho obhala ngakho.

## Umsebenzi womfundi:

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo isibuyekezo

1. Ubuhambele umcimbi wokugujwa kosuku lokuzalwa komngani wakho obehlanganisa iminyaka engama-21 ngoJulayi kulo nyaka.

**Bhala isibuyekezo** salo mcimbi ngakho konke okwenzekile kusukela umcimbi uqala uze uyofika ekupheleni kwawo.

3. Ubuhambe nabangani bakho niyobuka ifili engindabuzekwayo/ekuhlabe emxhwele ebhayisikobho.

**Bhala isibuyekezo** sale filimi kuseka ekuqaleni kuze kube sekugcineni.

## 4.13 I-IMEYILI

### I-imeyili

I-imeyili yindlela enobuhlakani yobuchwepheshe yokwamukela nokuthumela imibiko, izithombe nokunye ngendlela esheshayo kusetshenziswa amakhompyutha nezinye izindlela zokuxhumana. Le ndlela ikwazi ukuthumela ngisho umbhalo ongamakhasi amaningi ngesikhashana nje. Umuntu oyithumelayo noyamukelayo bayakwazi ukuyigcina ukuze bakwazi ukuyithola noma ngasiphi isikhathi uma beyidinga, bangaphinde bayidlulisele kwabanye njengoba injalo. Kukhona i-imeyili ebekelwe umgomo osebenzisa ulimi oluhlomphekile kanye nengabekelwe mgomo engaba mfishane iphinde isebenzise nolimi olujwayelekile.

### Isibonelo se-imeyili ebekelwe umgomo

Isuka ku: [Mahlaselalindo@gauteng.gov.za](mailto:Mahlaselalindo@gauteng.gov.za)

Iya ku: [Mandy.Ngobese@gmail.com](mailto:Mandy.Ngobese@gmail.com); [siyavulasonke@webm...](mailto:siyavulasonke@webm...)

CC: [manzinijhi@gmail.com](mailto:manzinijhi@gmail.com); [Mathoko.Shange@gauteng.gov.za](mailto:Mathoko.Shange@gauteng.gov.za);

ISIHLOKO: Isimemo somhlangano

Ikheli lalowo ebhekiswe kuyena

i-imeyili yalabo abanye abaziswa ngalo mhlango.

Abafundi bebanga le-11 bayamenywa emhlanganweni wokuzoxoxa ngegcwane lekhrona.

Indawo: Thuthukani High School

Usuku: 15 Nhlanguvana 2021

Isikhathi: 10:00 Ekuseni

Uhlelo Lomhlangano

1. Ukuvula
2. Abakhona
3. Abaxolisayo abangeke baphumelele
4. Amaminithi omhlangano odlule
5. Okuvuka emaminithini
6. Ukufunda ngaphansi kwesimo se-COVID-19
7. Ezixubile
8. Ukuvala

Niyakhunjuzwa ukuthi kufanele nigrine yonke imithetho nemigomo ye-COVID-19

Omemayo

uLindokuhle Mahlasela

Igama lothumele imeyili

## Isibonelo se-imeyili engabekelwe umgomo

Isuka ku: [Mahlaselalindo@gauteng.gov.za](mailto:Mahlaselalindo@gauteng.gov.za)

Iya ku: [Mandy.Ngobese@gmail.com](mailto:Mandy.Ngobese@gmail.com); [siyavulasonke@webmail.com](mailto:siyavulasonke@webmail.com);

CC: [manzinijhi@gmail.com](mailto:manzinijhi@gmail.com); [Mathoko.Shange@gauteng.gov.za](mailto:Mathoko.Shange@gauteng.gov.za);

SIHLOKO: Umdlalo Wasesiteji

Sanibonani

Niyakhunjuzwa ukuthi kufanele nithenge amathikithi okubuka amathikithi womdlalo ozobe wenziwa abafundi abenza i-Drama. Khumbulani nosuku okuzobe kubukwa ngalo lo mdlalo ozobe ungomhla ziyi-12 Ntulikazi. Nihumbule ukuthengisela amalunga omndeni kanye nezihlobo ukuze kukhuphule isikhwama sabafundi be-Drama. Siyacela nixhase ngoba imali ezoykolakala izolungisa isiteji kanye namakhethenisi ehholo lesikole. Ithikithi, abancane libiza ama-R30 kanti abadala bazolithola ngama-R50

Ivela

kuLindokuhle

## 4.14 Umsebenzi womfundi:

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo i-imeyili

1. Ungunobhala esikoleni seseNtokozweni High School. Uthishanhloko ukucele ukuthi ubhale i-imeyili umeme abazali emhlanganweni wokuvalalisa omunye wothisha osethathe umhlala phansi. Bhala i-imeyili ezoveza imininingwane egcwele ngesmemo.
2. Uthole imininingwane yomngane wakho enagcinana kudala kwezokuxhumana owawufunda naye enyuvesi. Bhala imeyili enizoxhumana ngayo ukuvuselela ubungani benu.

## 5. ISIQEPHU C: IMIBHALO EMFUSHANE EDLULISA UMLAYEZO

### 5.1 INKOMBANDLELA

Empilweni kuyenzeka umuntu ahambele endaweni angayazi okudingeka ukuba abuze indlela kubantu ahlangani nabo. Umuntu olayela omunye indlela usebenzisa inkombandlela yokulayela. Inhloso yenkombandlela ukukhombisa umuntu othile indlela noma indawo ethile okumele aye kuyo. Kungaba indlela eya emzini othile, emsebenzini, esikoleni, eposini, esikhumulweni sezindiza, njal. Inkombandlela yenzela ukusiza umuntu ongayazi indlela yalapho eya khona. Ingabhalwa phansi ngamagama noma idwetshwe. Okubalulekile ukuthi uma uyalela umuntu noma uyalelwa kufanele ubhale ngokucacile ukuze angaduki umuntu ozosebenzisa leyo nkombandlela. Ubhala ngolimi oluqondile namagama ahambisana nokuyalela umuntu.

#### Okulindlekile uma ubhala inkombandlela:

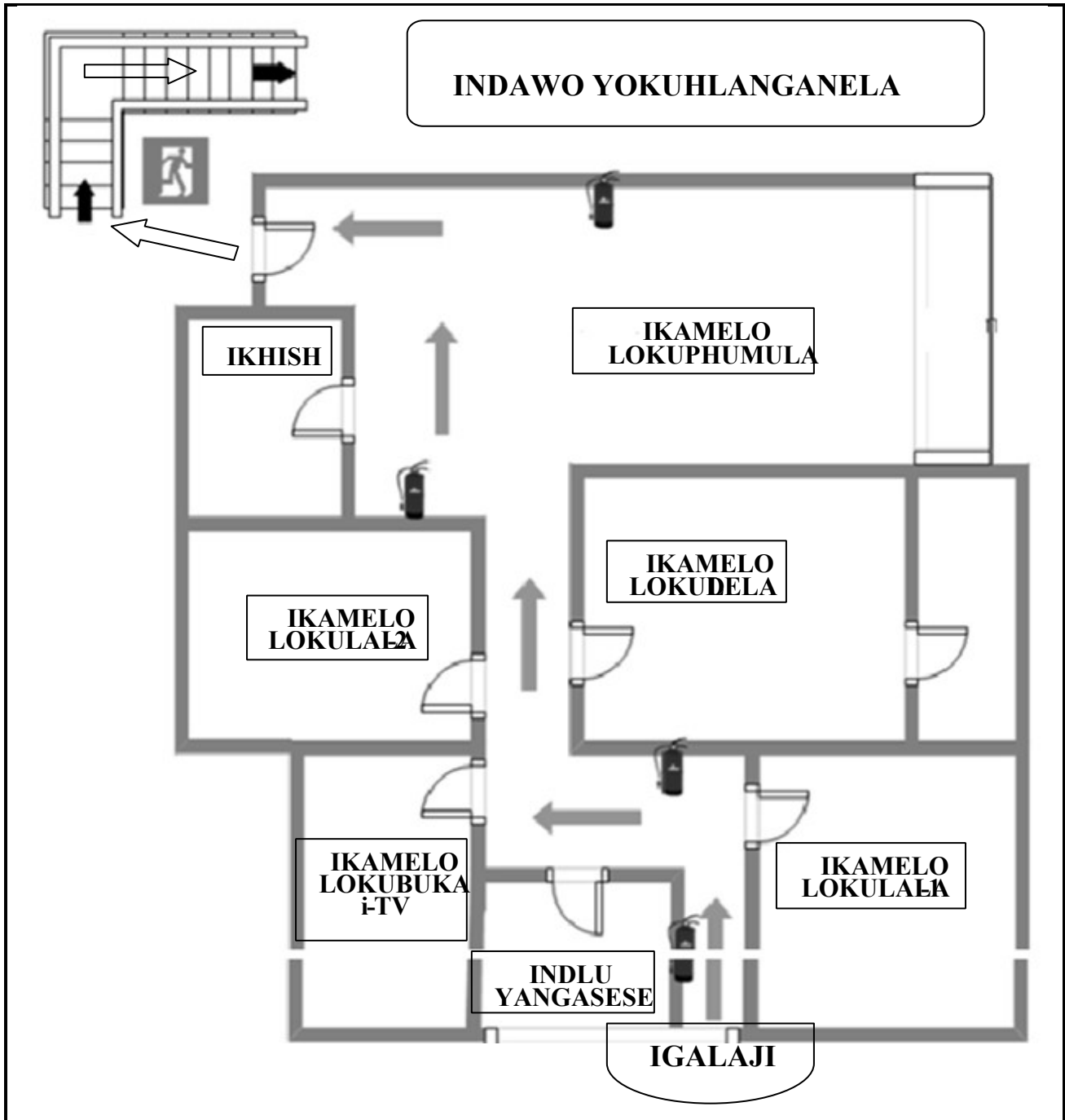
- Bhala ngamaphuzu.
- Sebenzisa ulimi lokuyalela, (Isb. qonda, jika, isandla sokudla, eqa, njl).
- Qala ukubhala ususele la umuntu emi khona.
- Bhala amagama emigwaqo nemizila umuntu azohamba kuyo.
- Bhala izakhiwo azodlula kuzona (Isb. KFC, Shell garage, Mall, njl.).
- Bhala amagama ezindawo eziqgamile azodlula kuzona.
- Veza imifula, izintaba, amadamu nokunye.
- Bhala amarobhothi azoweqa/azodlula kuwona/azojika kuwona / amabhuloho azongena kuwo noma azohamba ngaphezu kwawo kanye ziyingi zomgwaqo
- Amagama abe inani elifanele.

#### Isibonelo senkombandlela:

##### Umyalelo:

Buka umdwebo olandelayo bese ubhala inkombandlela ulandele imicibisholo esuka egalaji uze ufike endaweni yokuhlanganela uma kunenkinga yokusha kwendlu.

- Bhala ngamaphuzu.
- Imiyalelo mayibhalwe ngokulandela imicibisholo njengoba injalo.
- Makubhalwe izinhlobo zamakamelo nokunye azodlula kukho.
- Kumele ubhale ngemisho ephelele.
- Kusetshenziswa ulimi oluhambisana nombhalo.
- (Amagama awabe inani elifanele).



[Umdwebo wokuziqambela

### ISIBONELO SEMPENDULO YENKOMBANDLELA:

- Suka la egalaji ungene endlini
- Dlula indlu yangasese kwesokunxele
- Qhubeka udlule ikamelo lokuqala lokulala elisesandleni sokudla
- Jikela kwesokunxele ongathi uya ekamelweni lokubuka i-TV
- Jika ngasesandleni sokudla
- Dlula elinye futhi ikamelo lokulala lesibi elisesandleni sokunxele kanye nekamelo lokudlela elisesandleni sokudla
- Qhubeka ungene ekamelweni lokuphumula kodwa ulidlule
- Uzoboina nekhishi ngasesandleni sokunxele kodwa ulidlule
- Jikela esandleni sokudla uzobona umnyango bese uphuma ngawo
- Uzoqonda ezitebhisini ezingaphandle komnyango
- Khuphuka ngezitebhisi
- Qhubeka ngazo uze uphumele endaweni yokuhlanganela

# Umsebenzi womfundi

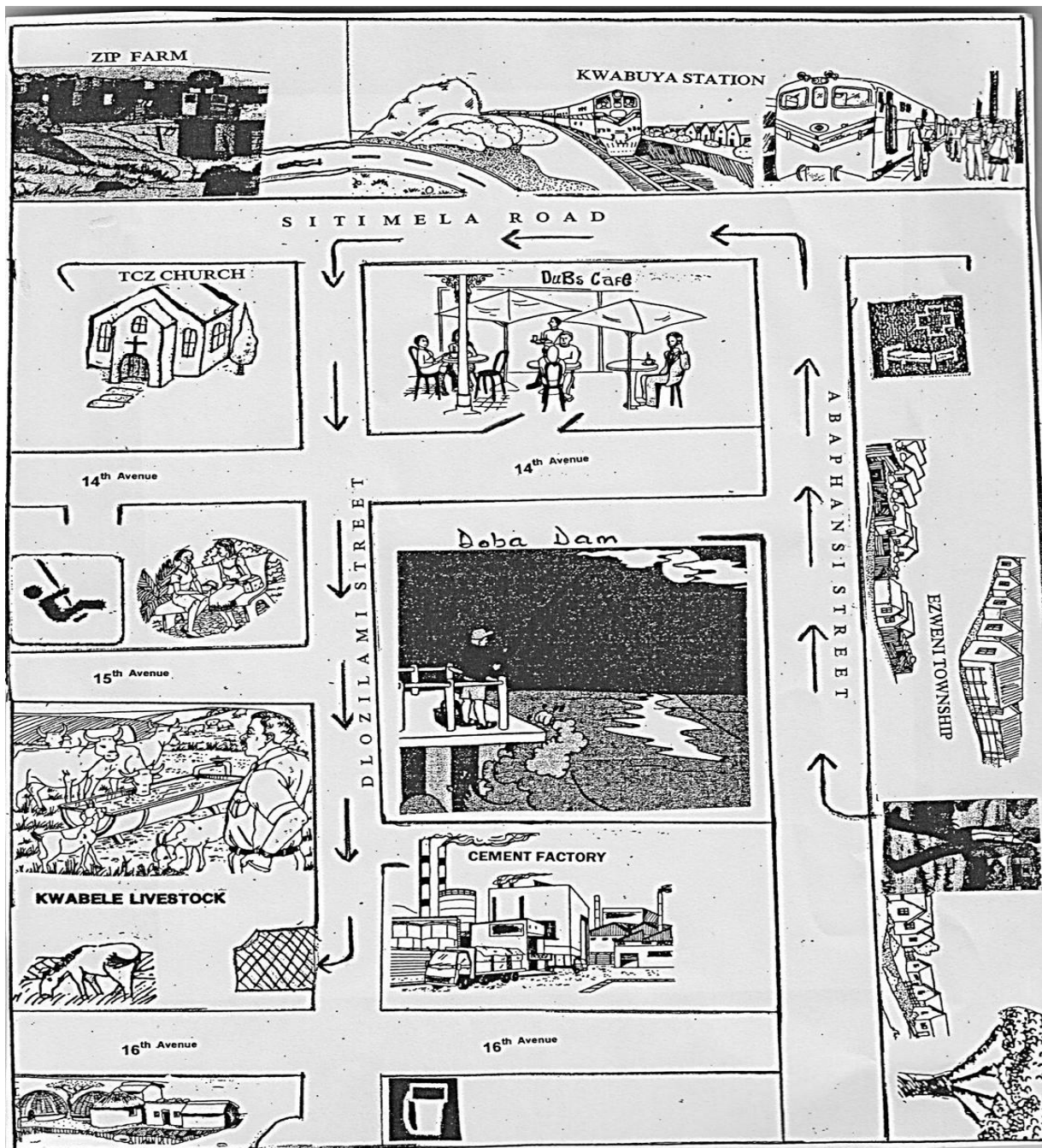
## Khetha umsebenzi owodwa kule elandelayo ubhale ngawo inkombandlela

Umyalelo:

UMnuzane Sithole ufuna ukuyothenga inkomo KwaBele Livestock kodwa indlela eya khona akayazi.

Sebenzisa le nkombandlela elandelayo ukumyalela kusukela Ezweni Township aze afike lapho kudayiswa khona izinkomo.

Kuzomele ulandele imicibisholo.





## 5.2 IMIYALELO

Imiyalelo yinkulumo etshela umuntu ukuthi akenzeni, kuphi kanjani, nini, njalonjalo. Le nkulumo uyingasho ngomlomo noma uyibhalwe phansi ukuze ifeze inhloso yayo. Kufanele icace, ingabi nokudida, usebenzise ulimi oluzwakalayo futhi ingabi mide kakhulu ukuze lowo omyalelayo ezokwazi ukuyilandela.

### Isibonelo:

#### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo

##### IMIYALELO YABAHLOLWAYO:

1. Abahlolwayo mabafundisise kahle imiyalelo ngaphambi kokuba baphendule imibuzo.
2. Leli phepha lehlukaniswe iziqephu EZINTATHU:
  - ISIQEPHU A: Isivivinyo sokuqondisisa
  - Ukufingqa
  - Uhlelo nokustshenziswa kolimi
3. Abahlolwayo mabaphendule yonke imibuzo ekuleli phepha.
4. Abahlolwayo mababhale ngobunono bekati nangesandla esibonakalayo.
5. Abahlolwayo mabaqaphelisisise isipelingi kanye nokwakheka kwemisho.

### Nasi esinye isibonelo somyalelo wokupheka

#### Okulindelekile uma ubhala imiyalelo yokupheka:

Iresiphi isetshenziselwa ukupheka uhlobo lokudla, ukubhaka, ukwenza isiphuzo noma isaladi. Kunemigomo nendlela obhala ngayo ukuze noma ubani ofuna ukuyisebenzisa:

- Isihloko sokuphekwayo/okwenziwayo
- Bhala izithako nezikalo ngokucacile
- Indlela yokwenza
- Izinga lomlilo
- Izinto ozisebenzisa (ipani, iketela, ibhodwe, uhavini, njl.)
- Umbono wokuthi kungadliwa nani
- Ingadliwa abantu abangaki
- Ibhalwa ngamaphuzu
- Amagama abe inani elifanele

## Isibonelo

### ISALADI YEZITHELO

#### Izithako nezikali:

- 3 x obhanana
- 1 x inkomishi egcwele yamajikijolo/amastrobherisi
- 2 x ama-orientshi
- 1 x inkomishi amagilebhisi angenazo izinhlamvu
- 3 x amapentshisi
- 2 x omango
- 1 x ikiwi
- 1 x upopo
- 2 x 250g i-granadilla pulp

#### Indlela Yokwenza:

- Geza zonke izithelo bese uzicwecwa
- Qoba amapentshisi, upopo nomango kube izikwele
- Hluba obhanana nekiwi bese ukucwecwa izingcezu ezincane
- Hluba ama-olintshi bese uhlukanisa izingcezu zawo
- Thatha indishi engaba ngu-2L
- Faka zonke izithelo eziqotshiwe nezicwecwiwe endishini
- Hlanganisa izithelo ezisendishini ndawonye
- Faka amagilebhisi kanye namajikijolo/amastrobherisi endishini enezithelo
- Hlanganisa ngokhezo lokhuni (*wooden spoon*) zonke izithelo
- Thela i-granadilla pulp ezithelweni
- Faka isaladi yezithelo kusiqandisi/efrijini ihora elilodwa ngaphambi kokuyidla

**Umbono:** Ingadliwa no-*ice cream* noma u-custard Ingadliwa abantu abane  
Ingadliwa njengesidlo sasekuseni, sasemini noma  
sasebusuku.

## Khetha umsebenzi owodwa kule elandelayo ubhale ngawo imiyalelo

1. Abazali bakho banohambo abazoluthatha lwezinsuku ezine. Bakushiyele imiyalelo yezinto okumele uzenze kulezi zinsuku bengekho.

**Bhala imiyalelo** eshiywe ngabazali bakho yezinto okumele usale uzenze ngenkathi bengekho.

2. Isigungu sebandla okhonza kulo sikhophe imiyalelo okumele niyilandele uma nihlela inkonzo yabantu abasha ezobanjwa ngosuku lweholidi lwentsha oluba mhla ziyi-16 Nhlanguvana (June).

Bhala **imiyalelo** ekhishwe yisigungu sebandla okhonza kulo abayinike intsha Ukuthi ihlele umcimbi wayo.

## 5.3 IZIKHANGISI

Ukukhangisa yindlela eehayo ngento ethile ethengiswayo ngenhloso yokuthi bagcine sebeyithengile yize bebengahlosile. Osomabhezini, imvamisa, basebenzisa izikhangisi ezinhlobonhlobo ukuchukuluza imizwa yabathengi. Isikhali esikhulu sezikhangisi ukuphindaphindwa kwemibiko kanye nokusebenzisa amazwi ayengayo. Ngaphandle kwezikhangisi zezinto ezithengiswayo kukhona izikhangisi zemisebenzi, zemicimbi, zabashonile, zabashadayo, kanye nokunye.

### Isibonelo sesikhangisi:

#### Amalungiselelo

- Isihloko
- Igama lomkhiqizo
- Izithombe.
- Amakhono okukhangisa, isib, *ulimi olunxenxayo*.
- Isiqubulo
- Izindlela zokuxhumana

### Nakhu okubalulekile uma ubhala isikhangisi

- Isihloko sokukhangiswayo masigqame. **Isibonelo:**



Sebenzisa amafonti axubile (izindlela zokubhala ezahlukene).

**Isibonelo: Uyakwazi ukuthenga *online*. Sidiliva kuso sonke isiFundazwe sase-KZN.**

**Ifonti egqamile iyakuheha ukuthi uthenge ngoba bayadiliva**

SMSa uthi; ayashisa amateki ku-Buhlebethu ku-13387

ukuze uziwinele amateki kanokusho.

Kuyakhokhelwa ukudiliva

Ifonti encane ecashisa ukuthi uyakukhokhela ukudiliva

Ifonti egqaile eyokuheha/ ukulutha umthengi kanti ifonti encane kusuka kucashiswa okuthile.

- Sebenzisa ulimi oluzoheha amakhasimende.  
Isibonelo: ulimi lungakhohlisa, lunxenxe noma luhehe  
Fika manje uzozibonela!

← Ulimi olunxenxayo

- Ikheli lapho kutholakala ibhizinisi lakho

**Isibonelo:** 33 FANA AVENU  
DOKODWENI  
2654

- Izindlela zokuxhumana

**Isibonelo:** [buhletaki@gmail.com](mailto:buhletaki@gmail.com) **Ucingo: 034-976 0045**

- Ukuhambelana kwesithombe nomkhiqizo okhangiswayo



## Nasi esinye isibonelo sesikhangisi somsebenzi:

**UMNYANGO WEZOKUTHUTHA**

**Kuvuleke izikhala zomsebenzi wamaphoyisa omgwaqo**

**Iholo** : R84 900 – R96 984

**Izinga** : Level 7

**Kudingeka umuntu:** Ophase uMatikuletsheni, onediploma ayithola kwelinye lamakhholiji aqeqesha iziphathimandla zomgwaqo, izincwadi zokushayela (ikhodi 8) abe umuntu oneminyaka emithathu enza lo msebenzi.

**Usuku lokugcina ukufaka izicelo:** 30 Ntulikazi 2009

Amafomu okufaka izicelo ayatholakala kuwo wonke amahhovisi kamasipala.

**Izicelo azithunyelwe ku:** Menenja yedolobha, Midvaal Local Municipality, P.O. Box 9, Meyerton, 1960.

**Imibuzo ingaqondiswa ku:** Mnu. T.T. Radebe kule nombolo: (016) 360-7478

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo

1. Uvule ibhizinisi lokubhaka zonke izinhlobo zamakhekhe.  
**Bhala isikhangisi** esihehayo ozosifaka
2. Nivule iqembu lengoma elishisa izikhotha endaweni yangakini.  
**Bhala isikhangisi** ozosifaka ezitolo nasezindaweni zomphakathi ukuze nizikhangise kubantu abazofisa ukuniquasha.

## 5.4 AMAFLAYA

Amaflaya ngamapheshena amancane aba maningi akhangisa ngomkhiqizo othile noma ngomsebenzi othile. Abhalelwa izimo nezinhloso ezihlukene.

### Inhloso:

- Nxenxa abantu ukuthi bathenge into ethile noma bakhokhele umsebenzi othile. Ukukhangisa ngomkhiqizo othile omusha. La mapheshana anikezwa abantu abaningi noma abekwe ezindaweni eziningi ukuze asheshe abonwe ngumphakathi.
- Bhalwa iflaya ngenhloso yokuxwayisa abantu ngezinto ezithile njengotshwala, ucansi olungaphephile, isifo esihlasele endaweni, njl.

### Okulindekile:

- Kumele ibhalwe ibe mfushane.
- Bhalwe isihloko nelogo ekhangayo
- Chaza umkhiqizo noma umsebenzi ngamafuphi.
- Kuba nohla lokuzozuzwa noma ozonikwa khona.
- Bhala imininingwane yokuthi batholakala kuphi kanjani
- Ungaveza isithombe esithile.

### Izimpawu zolimi

- Ikhuluma ngqo noyifundayo.
- Ibhalelwe ngolimi olufingqayo.
- Ulimi oluqondile kofundayo, olunganongwanga ngezikhanyiso, izichasiso, izifengqo njl. Nasi isibonelo seFlaya

### Nasi isibonelo seflaya:

#### UDOKOTELA UMAPHEKETHULULA ZIKHALI

- UPHELELWA UBUTHONGO?
- UZIZWA UPHELELWA NGAMANDLA?
- UKHUSHUKELWA NGUSHUKELA?
- UPHETHWE IKHANDA ELINGAPHELI?
- UZIZWA UNGAKUTHANDI UKUDLA?

Zitholele ibhodlela lakho likaVukamanje ingxube yesintu enguzifozoneke.

Zifikele mathupha kumbolo 17 kuWarwick Avenue eThekwini noma uthinte uMaphekethulula Zikhali enombolweni ethi 031 307 5620 ngezikhathi zomsebenzi noma enombolweni ethi 072 924 3327 ngezikhathi zonke.

### Umsebenzi womfundi:

#### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo iflaya

Endaweni yangakini kusanda kuvulwa isitolo esidayisa izithelo nemifino, **Bhala iflaya** ukuze ukhangise lesi sitolo emphakathini wangakini.

Ezinkundleni zemidlalo yangakini kuzoba nendumezulu yedili lomculo wokholo, kuzobe kufike abaculi abaningi. **Bhala iflaya** wazise umphakathi ngaleli dili lomculo ukuthi likuphi, nini, ibaphi abaculi abazobe bekhona nokuthi kungenwa ngamalini.

## 5.5 IDAYARI/ IJENALI

Idayari incwajana lapho uqopha izigameko eziphathelene nempilo yakhe, izinto ezibalulekile ofisa ukuzikhumbula, nokunye.

### Amanothi:

Indlela obhala ngayo idayari ngesiZulu ihlukile kunale okubhala ngayo eyesiNgisi. Ubhala izinto ezisemqoka ezenzeke ngosuku.

### Nakhu okulindelekile uma ubhala idayari:

- Bhala umuhla nosuku phezulu
- Bhala ngolimi lomuntu okhulumayo.
- Bhala ngenkathi ehambisane nomyalelo
- Bhala izigaba ezimfishane.
- Sebenzisaa ulimi olukhulekile.  
(Amagama awabe inani elifanele)

### Isibonelo sedayari:

Amalungiselelo okubhala idayari:

- Isihloko
- Hlela izinsuku Kanye nemihla ozogxila kuyo.
- Hlela okwenzeka osukwini ngalunye.
- Okwenzekayo makhuleleke ngalezi zigaba:
  - Isingeniso
  - Umzimba
  - Isiphetho

Isikole sikaLuthando ngesonto elidlule besiyekhempini izinsuku ezintathu kusukela ngoLwesihlanu kuze kube yiSonto. Buka idayari yakhe ayenzile:

12 Mashi 20..	uLwesihlanu
Sasuka ekuseni ngebhasi lesikole saya eHowick. Safika khona emva kwamahora amabili. Basamukela kahle basinika nendawo esizofaka kuyona amatende ethu. Salungisa konke esizokudinga ukuze sikhempe kahle.	
13 Mashi 20..	uMgqibelo
Savuka ekuseni safaka izinto zokuzingela kobhakha bethu sahamba saya ehlathini. Saqala sacupha izinyamazane nonogwaja. Sahlala isikhathi eside kungaqhamuki lutho sase siya emfuleni kanti sizobamba inyamazane eyodwa. Sabuya sabasa umlilo sayihlinza sayosa. Salala sisuthi futhi sikhathele.	
14 Mashi 20..	iSonto
Savuka salungiselela isidlo sasekuseni. Sama isikokela sacula, othisha bathi asisho konke esikufundile kule khempu. Emva kwalokho saqoqa amatende nazo zonke izinto zokukhempa sazifaka ehasini sase siyabuya. Safika esikoleni ntambama abazali sebesilindile.	

## Umsebenzi womfundi

### Khetha umsebenzi owodwa kule elandelayo ubhale ngawo idayari

1. Ungumfundi webanga leshumi nambili, bekuyisonto lokuqala lokubhala izivivinyo zokuphela konyaka.  
**Bhala idayari** yezinsuku ezinhlanu.
2. Abazali bakho bafuna ukukujabulisa emva kokuqeda ukubhala ukuhlolwa ngokuthi ukhethe indawo ofisa ukuyivakashela ngempelasonto kusukela ngoLwesihlanu kuze kube yiSonto  
**Bhala idayari** yezinsuku ezintathu ezoveza amalunguselsla ozowenza ngaphambi kokuvakashela indawo oyikhethile.

## 5.5 IPHOSTA

Iphosta ingumbhalo owubhalela uzikhumbuza ngalokho okusemqoka empilweni yakhe.  
Iphosta ingaba isithombe noma umdwebho.

Izimpawu:

- Kumele ibe mfishane
- Ibhalelwa ibhekiswe ngqo kuzethameli.
- Ibhalelwa ibe umbhalo ogqamile
- Ibhalelwa ngolimi oluqondile/olunxenxayo/oluxwayisayo

Nasi isibonelo sephosta:



**Umsebenzi womfundi:**  
**Khetha umsebenzi owodwa kule elandelayo ubhale ngawo**

1. UnguNobhala wekomidi lezempilo endaweni ohlala kuyo.

**Bhala iphosta** ekhuthaza umphakathi ukuba ugomele iCOVID-19.

1. Esikoleni ofunda kuso kunomkhankaso okhuthaza ezempilo.

**Bhala iphosta** ezolekelela ukwazisa abafundi ngalo mkhankaso.



## 5.6 IKHADI LESIMEMO

Ikhadi lesimemo ulisebenzisela ukumema abantu emicimbini ehlukehukene. Kuyaye kwenziwe elilodwa bese liyoprintwa kube yisibalo esifunwa omemayo. Ikhadi lesimemo lingaphinde ledluliselwe kwabamenywayo ngezindlela zokuxhumana zesimanje u-Whatsapp, Twitter, Instagram nezinye. Ikhadi lesimemo ulisebenzisela ukumema abantu uma kunomshado, ukuvula okuthile, usuku lokuzalwa, ukumbulwa kwetshe, neminye imicimbi.

### Okulindlekile uma ubhala ikhadi lesimemo:

- Lifake sebhokisini noma ibhoda elihle
- Bhala njengomuntu wesithathu
- Gagula ukuthi ubani ommemayo
- Kuvele omenywayo
- Bhala imininingwane ephela yomcimbi: usuku, Indawo nesikhathi
- Bhala Imininingwane yalo okuphendulwa kuyena

### Okunye ongakufaka ekhadini lakho uma uthanda

- Indlela yokugqoka/ingqephu
- Umbala wosuku
- Okungadingeki (izingane, ukuthatha izithombe ngeselula, njl)
- Iziphuzo ziyakhokhelwa
- Izithombe (uma ukwazi ukusidweba)

### Isibonelo sekhadi lesimemo:

Ikhadi lesimemo likaNhlomulo Kubheka alenzile njengoba ezobe egubha iminyaka yokuzalwa eyi-14.

**USUKU LOKUZALWA OLUMNANDI.**

**UNHLOMULO KUBHEKA**

Uyakumema emcimbbini wokugubha usuku lwakhe lokuzalwa iminyaka eyi-14

Usuku : 6 Meyi 202-  
Isikhathi : Ihora loku-1 emini  
Indawo : New German Civic Center  
26 Cromton Road

Ingqephu: Umbala omnyama negolide  
Ugqoke izicathulo ongakwazi ukudansa ngazo

Impendulo: Tumelo 084 753 9635  
[Tumza@cybernet.za](mailto:Tumza@cybernet.za)  
Nhlomulo 076 495 8877  
[muloK05@gmail.com](mailto:muloK05@gmail.com)

Siyaxolisa ungafaki nomunye umuntu  
Uphuzo oludakayo aluvunyelwe  
Izipho zamukelekile

**IYOBONANA KHONA!**

**Umsebenzi womfundi:**

**Khetha umsebenzi owodwa kule elandelayo ubhale ngawo ikhadi lesimemo**

**Khetha umsebenzi owodwa kule elandelayo ubhale ngawo**

1. Umfowenu uzoshada ekupheleni kwenyanga ezayo. Ucele ukuba umenzele ikhadi lesimemo.

**Bhala ikhadi lesimemo somshado**

2. Buka isithombe esilandelayo bese ubhala ikhadi lesimemo.



# Isimemo Somemulo



## 5.7 UHLELO LOMLAYEZO OMFISHANE NOMA UNYAZI (SMS)

Unyazi ngumbhalo obhalwe ngamafuphi abantu abathumelelana wona besebenzisa omakhalekhukhwini. Lo mbhalo uvama ukungaluhloniphi neze ulimi kanye nezimpawu zokuloba. Kweqiwa onkamisa, izinhlamvu kanye nezimpawu ngokuthanda. Lapho lo mbhalo uqhathaniswa nenkulumo kamakhalekhukhwini, ubiza kancane.

### Isibonelo sonyazi (SMS) ekhasini elilandelayo:

Siyakubongela kakhulu mama ngokufika kuleli banga okulona namhlanje. Bekungeve kumnandi ukusebenza nawe ekomidini. Uzokhumbula ukuthi safika cishe ngesikhathi esisodwa. Sawufunda kanye kanye umsebenzi. Okuhle kakhulu ebengikuthanda kuwe ukuzi ukuzimisela ngomsebenzi, ukufunda nokubuza lapho ungacacelwa khona. Ngokholwa ukuthi yikhona okwenze wakhula, wawuthokozela nomsebenzi wakho.

Sithi uNkulunkulu sengathi angaba nawe nomndeni wakho kukh konke. Uphumule kahle, ukhohlwe ukuhlala ngokucabanga umsebenzi nengcindezi yawo ngaso sonke isikhathi.

C u there 2night, Pls! Lav u!

**Othumele umlayezo:** +2783889150087

## Amanothi anolwazi lokufundisa ngomlando kamufi/lyuloji/Inkulumo yokutusa umuntu

### UMLANDO KAMUFI (ORBITUARY)

Umbhalo omfishane okhuluma ngomlando womuntu ongasekho. Lo mlando uvame ukufundwa ngelanga lomngcwabo ngaphambi kokuba kuyiwe emathuneni.

**Iyuloji** kanye **nenkulumo yokutusa umuntu** kuyingxenywe yomlando kamufi.

### IYULOJI (EULOGY)

Inkulumo noma umyalezo omfishane ngomuntu ongasekho.

### INKULUMO YOKUTUSA UMUNTU (TRIBUTE)

Lena yinkulumo noma yisenzo sokuhlompha umuntu esaphila kumbe ongasekho. Kuyenzeka kuze kube nesipho sokuhlompha. Angahlonishwa nangokuthi kuqanjwe ngaye izikhungo ezithize, imigwaqo, amabhilidi, amadolobha nokunye.

## 6. ISIPHETHO

Le ncwadi ingumphumela wemizamo yoMyyango WeMfundo wokusiza othisha nabafundi emshikashikeni wokufunda nokufundisa **okuqanjwe okuyizindaba neziqephu ezedlulisa imiyalezo**. Uzongivumela sizovumelane ukuthi izinto ziyashintshashintsha kulo mhlaba esiphila kuwo. Ngakho-ke nathi kumele sihambe sivule amehlo lapho sihamba khona, siqhathanise lokhu esikusebenzisayo ekufundeni nasekufundiseni kanye nalokho okusetshenziswa ngabanye ozakwethu. Lokho kuzosenza sibone amagebe asekhonyana ekwenzeni kwenu bese siwavala. Ngaleyo ndlela azothuthuka amakhono ethu, zithuthuke izindlela esifunda sifundise ngazo, ibe mihle imiphumela yethu kanjalo sithuthuke nesizwe.

## ISIQEPHU A: INDABA

### UMBUZO 1

#### QAPHELA:

- Ngaso sonke isikhathi sebenzisa irubhrikhi uma umaka umbhalo wokuziqambela (Iphepha lesi-3, ISIQEPHU A).
- Amamaki ukusuka ku: 0–50 ahlukaniwe ngokwamazinga amahlanu ngokwezinkomba.
- Okubonwa ngakho: okuqukethwe nolimi, inkomba ngayinye kumazinga amahlanu ihlukaniswe izingxenywe ezimbili kuye ngokwabiwa kwamamaki. Kunengxenywe engenhla kanye nengezansi.
- Isakhiwo sona asithinteki ekuhlukaniseni ngokwezixenye. Ayikho ingxenywe engenhla noma engezansi.

#### AMARUBHRIKHI OKUHLOLA I-ESEYI ULIMI LWASEKHAYA [AMAMAKI ANGAMA-50]

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi
<b>OKUQUKETHWE KANYE NAMALUNGISELELO</b> (Izimpendulo kanye nemibono) Ukuhlela imibono uyihlelela amalungiselelo Ukuqonda inhloso, izethameli kanye nesimo <b>AMAMAKI ANGAMA-30</b>	Ingxenywe engenhla	<b>28–30</b>	<b>22–24</b>	<b>16–18</b>	<b>10–12</b>	<b>4–6</b>
		-Impendulo enembayo ngaphezu kobe kulindelekile -Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo -Ihleleke ngobunyoinco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle impela -Imibono eshaya emhloveni nehlabhlosile enokuvuthwa komqondo -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo eyenelisayo -Imibono inakho ukulandelana nokushaya emhloveni -Ihleleke ngokusendimeni kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo ikhombisa ukungahlangani -Imibono engacacile nekungeyona eyokuzisungulela -Kukhona okukhombisa ukuhlela okuncane nokulandelana	-Impendulo enhlanhlathayo -Imibono edidayo nenganembi -Akuzwakali kunokuphindaphinda -Akukho ukuhlela kanye nokulandelana
	Ingxenywe engezansi	<b>25–27</b>	<b>19–21</b>	<b>13–15</b>	<b>7–9</b>	<b>0–3</b>
		-Impendulo yinhle kakhulu kepha intula izimpawu ze-eseyi enembayo -Imibono ekhombisa ukuvuthwa komqondo kanye nokukhalipha -Ikhombisa ikhono lokuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle -Imibono ehambisanayo nendaba nehlabhlosile -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo eyenelisayo kodwa intula ukucacisa -Imibono iyalandelana ngokusendimeni futhi iyamukeleka -Kukhona okukhomba ukuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo engashayi emhloveni -Imibono ithanda ukuba nhlakanhlaka futhi iyadida -Ukuhlela kanye nokulandelana akukho	-Ayikho imizamo ekhombisa ukuphendula ngesihloko -Akuhambisani nesihloko futhi akufanelene -Akuqondene nesihloko futhi kuphithene

**AMARUBHRIKHI OKUHLOLA I-ESEYI ULIMI LWASEKHAYA [AMAMAKI ANGAMA-50] (ayaqhubeka)**

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi
<p>ULIMI, ISITAYELA &amp; UKULUNGISA AMAPHUTHA</p> <p>Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso/umthelela kanye nesimo, ukukhethwa kwamagama, ukusetshenziswa kolimi, izimpawu zokuloba, uhlelo, isipelingi</p> <p>AMAMAKI AYI-15</p>	Ingxenywe engenhlala	14-15	11-12	8-9	5-6	0-3
		-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Ithoni ekhomba ukuheha kanye namasu obuciko obunembayo -Akunamaphutha sanhlobo ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba	-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Ulimi lufanelekile kanye nokusetshenziswa kwethoni ngendlela efanelekile -Kukhombisa ukungabi namaphutha ohlelweni kanye nesipelingi -Ibumbeke kahle kakhulu	-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Ukusetshenziswa kolimi ukudlulisa umqondo kusendimeni -Ithoni ifanelekile -Kusetshenziswe amasu obuciko ukukhulisa okuqukethwe	-Ithoni, irejista, isitayela, ulwazimagama kuhambisana ngokungagculisi nenhloso, izethameli kanye nesimo -Ukusetshenziswa kolimi ukudlulisa umqondo akugculisi -Ithoni nephimbo akugculisi -Kusetshenziswe amasu obuciko ngokungagculisi ukukhulisa okuqukethwe	-Ulimi aluqondakali -Ithoni, irejista, isitayela kanye nolwazimagama aluhambisani nenhloso, izethameli kanye nesimo -Ulwazimagama luncane kakhulu okwenza kube lukhuni ukuqonda
	Ingxenywe engezansi	13	10	7	4	
		-Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Akunamaphutha ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba	-Ulimi luyahambisana futhi lufanelekile -Ithoni iyahambisana futhi ifanelekile -Kunamaphutha ambalwa ohlelo kanye nesipelingi -Ibumbeke kahle	-Ukusetshenziswa kolimi okusendimeni nokungahlangani okumbalwa -Ithoni ifanelekile kanye nokusetshenziswa kwamasu obuciko okunomkhawulo	-Ukusetshenziswa kolimi okunamaphutha -Imisho enhlobonhlobo imbalwa noma ayikho -Ulwazimagama olunomkhawulo	
ISAKHIWO		5	4	3	2	0-1
		-Ukuthuthuka kwesihloko okunembayo -Ukucacisa okunembayo -Imisho, izigaba kwakheke kahle kakhulu	-Ukuthuthuka nokugeleza kwendaba -Ukucacisa okuhle, -Imisho, izigaba kuyalandelana futhi kuxubile	-Ukuthuthuka kwendaba okusendimeni -Imisho, izigaba kwakheke kahle -I-eseyi isenawo umqondo	-Amaphuzu ambalwa azwakalayo -Imisho kanye nezigaba kunamaphutha -I-eseyi isenawo umqondo noma inamaphutha	-Amaphuzu awatholakali -Imisho kanye nezigaba kunamaphutha -I-eseyi ayinamqondo
AMAMAKI AYISI-5						

## AMAKHODI ANGASETSHENZISWA UMA KUMAKWA

SP – (dwebela)-isipelingi esingamukelekile.  
PH – uphawu lokubhala olungemukelekile.  
L – (dwebela)- ulimi olungemukelekile.  
// – khombisa isigaba esisha.  
NK – inkathi engemukelekile.  
AP – i-aphostilofi engemukelekile.  
GL – amagama awalandelani ngokufanele.  
R – irejista.  
KM – akwenzi mqondo.  
ISIV. – isivumelwano esingahambisani.  
AK – akudingekile.  
^ – kunegama elingekho.  
GN – igama elingcono.  
NQ – nqamula amagama ngendlela efanelekile ekugcineni komugqa.  
☐ – ukuhlanganisa amagama  
/ – hlukanisa amagama  
√ - ulimi oluhle  
PND- ukuphindaphinda amagama

## AMAKHODI AMAMAKI

Q = 30  
L = 15  
SK = 05  
**50**

## OKULINDELEKILE MAYELANA NESAKHIWO SEMIBHALO (ISIQEPHU A)

- Isingeniso: Siyaheha, sinamandla, siyisigaba esisodwa, singenisa indikimba, sinobude obukhombisa ukuthi indaba iyethulwa/iyangeniswa.
- Umzimba: (i) Izigaba zinemiqondo ezwakalayo nenikezelanayo.  
(ii) Zihleleke kahle: Isigaba siqala ngomusho bese siba nemisho esekelayo. Masibe nomqondo ophelele.  
(iii) Umbhalo nombhalo uhambelana nenkathi okumele ubhalwe ngayo.
- Isiphetho: (i) Siyisigaba esisodwa.  
(ii) Makuvele ukuthi umbhalo usuyagoqwa noma uyasongwa.

Selungavela uvo lombhali ngalokho abhala ngakho okungaba ukuxwayisa/ukweluleka/ukuxolisa/ukuncoma

**ISIQEPHU B: IMIBHALO EMIDE EDLULISA IMIYALEZO**

**INCWADI YOBUNGANI/UMLANDO KAMUFI/ISIBUYEKEZO/UMBIKO ONGABEKELWE MGOMO/INKULUMOMPENDULWANO/INCWADI YOMSEBENZI**

**IRUBHRIKHI YOKUHLOLA UMBHALO OMUDE ODLULISA UMYALEZO ULIMI LWASEKHAYA [AMAMAKI ANGAMA-25]**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<p><b>OKUQUKETHWE, AMALUNGISELELO &amp; NEFOMATHI</b></p> <p>Impendulo kanye nemibono Ukuhlela imibono ukuze kube namalungiselelo Inhloso, izethameli, izakhiwo nezimiso kanye nesimo</p> <p><b>AMAMAKI AYI-15</b></p>	<p><b>13–15</b></p> <p>-Impendulo enembayo ngaphezu kobekulindelekile -Amasu akhaliphile kanye nokuvuthwa komqondo -Ulwazi olubanzi lwezimpawu zohlobo lombhalo -Umbhalo unamathele esihlokweni -Amasu akhombisa ukuthelelana kanye nokulandelana -Acacisa ngokusobala kanye nokusekela isihloko -Ifomathi efanelekile necacile</p>	<p><b>10–12</b></p> <p>-Impendulo enhle kakhulu ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Inamathele esihlokweni -Kunamaphushana -Ukulandelana kokuqukethwe nemibono, kuchazwe kahle futhi kusekela isihloko -Ifomathi efanele enamaphushana</p>	<p><b>7–9</b></p> <p>-Impendulo esendimeni ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Inamathele esihlokweni – inamaphutha asendimeni -Ukulandelana kwemibono okuqukethwe kufanelekile -Ukuchaza okumbalwa kusekela isihloko -Ifomathi efanelekile kodwa kunamaphutha ambalwa</p>	<p><b>4–6</b></p> <p>-Impendulo esezingeni eliyisisekelo ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ukunamathele kuyabonakala kodwa kunamaphutha amaningana -Ukulandelana kwamaphuzu okuqukethwe kubuye kungabonakali -Ukuchaza okumbalwa kusekela isihloko -Usebenzise ngokunganele imithetho yefomathi -Kukhona okumbalwa okubalulekile</p>	<p><b>0–3</b></p> <p>-Impendulo ikhombisa ukungabi nalo ulwazi lwezimpawu zohlobo lombhalo -Umqondo uyanhlanhlatha kunamaphutha amakhulu -Imibono ayilandelani sanhlobo -Ukuchaza okumbalwa okusekela isihloko -Akasebenzisanga nhlobo imithetho yefomathi</p>
<p><b>ULIMI, ISITAYELA KANYE NOKULUNGISA AMAPHUTHA</b></p> <p>Ithoni, irejista, isitayela, inhloso/umthelela, izethameli kanye nesimo Ukusetshenziswa kolimi kanye nezimiso Ukukhethwa kwamagama Izimpawu zokuloba kanye nesipelingi</p> <p><b>AMAMAKI AYI-10</b></p>	<p><b>9–10</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle kakhulu -Akunamaphutha sanhlobo</p>	<p><b>7–8</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Ulwazimagama oluhle -Kunamaphushana</p>	<p><b>5–6</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso, izethameli kanye nesimo -Kunamaphutha ambalwa -Ulwazimagama olusendimeni -Amaphutha awawuphazamisi umqondo</p>	<p><b>3–4</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kunokungahambisani nenhloso, izethameli kanye nesimo -Uhlelo olungafanelekile olunamaphutha amaningi -Ulwazimagama olunganele -Umqondo awusalandeleki kahle</p>	<p><b>0–2</b></p> <p>-Ithoni, irejista, isitayela kanye nolwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Kugcwele amaphutha futhi kuyadida -Ulwazimagama aluhambisani nenhloso -Umqondo uyanhlanhlatha kakhulu</p>

**ISIQEPHU B: IMIBHALO EMIDE EDLULISA IMIYALEZO**

Amamaki azocazwa ngale ndlela:

Q = 15

L = 10

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi	
<p><b>OKUQUKETHWE NOKUHLELA</b></p> <p>(Izimpendolo kanye nemibono) Ukuhlela imibono uyihlelela uhlaka Ukuqonda inhloso, izethameli kanye nesimo</p> <p><b>AMAMAKI ANGAMA-24</b></p>	<b>Ingxenye engehla</b>	<b>22–24</b>	<b>18</b>	<b>12–16</b>	<b>7–11</b>	<b>0–6</b>	
		-Impendolo enembayo ngaphezu kobekulindelekile - Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo - Ihleleke ngobunyoninco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendolo yakheke kahle -Imibono eshaya emhloveni nehlabahlosile enokuvuthwa komqondo -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendolo eyanelisayo -Imibono inakho ukulandelana nokushaya emhloveni -Ihleleke ngokusendimeni kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendolo ikhombisa ukungahlangani - Imibono engacacile nekungeyona eyokuzisungulela - Kukhona okukhombisa ukuhlela okuncane nokulandelana	-Impendolo enhlanhlathayo - Imibono edidayo nenganembi - Akuzwakali kunokuphindaphinda -Akukho ukuhlela kanye nokulandelana	
	<b>Ingxenye engezansi</b>	<b>19–21</b>	<b>17</b>				
		-Impendolo yinhle kakhulu kepha intula izimpawu ze-eseyi enembayo - Imibono ekhombisa ukuvuthwa komqondo kanye nokukhalipha - Ikhombisa ikhono lokuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendolo yakheke kahle -Imibono ehambisanayo nendaba nehlabahlosile -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho				



<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<b>ULIMI, ISITAYELA &amp; UKULUNGISA AMAPHUTHA</b>  -Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso/umthelela kanye nesimo -Ukukhethwa kwamagama, ukusetshenziswa kolimi, izimpawu zokuloba, uhlelo, isipelingi  <b>AMAMAKI AYI-12</b>	<b>10–12</b>	<b>8–9</b>	<b>6–7</b>	<b>4–5</b>	<b>0–3</b>
	-Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu - Akunamaphutha ohlelweni kanye nesipelingi - Ikhombise ikhono eliphezulu lokubumba	-Ulimi luyahambisana futhi lufanelekile -Ithoni iyahambisana futhi ifanelekile -Kunamaphutha ambalwa ohlelo kanye nesipelingi -Ibumbeke kahle	-Ukusetshenziswa kolimi okusendimeni nokungahlangani okumbalwa -Ithoni ifanelekile kanye nokusetshenziswa kwamasu obuciko okunomkhawulo	-Ukusetshenziswa kolimi okungekho endimeni - Imisho enhlobonhlobo imbalwa noma ayikho - Ulwazimagama olunomkhawulo	-Ulimi aluqondakali - Ulwazimagama luncane kakhulu okwenza kube lukhuni ukuqonda
<b>ISAKHIWO</b>  Izimpawu zethekisthi, ukuthuthuka kwezigaba kanye nokwakhiwa kwemisho  <b>AMAMAKI AMA-4</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>
	-Ukuthuthuka kwesihloko okunembayo -Ukucacisa okunembayo - Imisho, izigaba kwakheke kahle kakhulu	-Ukuthuthuka nokugeleza kwendaba -Ukulandelana - Imisho, izigaba kuyalandelana futhi kuxubile	-Ukuthuthuka kwendaba okulindelekile - Imisho, izigaba kwakheke kahle -I-eseyi isenawo umqondo	-Amaphuzu ambalwa azwakalayo -Imisho kanye nezigaba kunamaphutha -I-eseyi isenawo umqondo noma inamaphutha	-Amaphuzu awatholakali - Imisho kanye nezigaba kunamaphutha -I-eseyi ayinamqondo
<b>UKWABIWA KWAMAMAKI</b>	<b>33–40</b>	<b>28–30</b>	<b>20–25</b>	<b>12–17</b>	<b>0–9</b>

## Amakhodi Okuqopha Amamaki Kulesi Sigaba

Q no H : 24

LSP : 12 (8+4)

SK : 4

### Amakhodi angasetshenziswa ukumaka

SP – (dwebela)-isipelingi esingamukelekile.

PH – uphawu lokubhala olungemukelekile.

L – (dwebela)- ulimi olungemukelekile.

// – khombisa isigaba esisha.

NK – inkathi engemukelekile.

'S-I – i-aphostilofi engemukelekile.

GL – amagama awalandelani ngokufanele.

R – irejista.

KM – akwenzi umqondo.

ISIV. – isivumelwano esingavumelani.

AK – akudingekile.

^ – kunegama elingekho.

GN – igama elingcono.

/ – ukuhlukanisa amagama

() – ukuhlukanisa amagama

## OKULINDELEKILE MAYELANA NESAKHIWO SEMIBHALO (ISIQEPHU A)

\*Isingeniso: Siyaheha, sinamandla, siyisigaba esisodwa, singenisa indikimba.

- \*Umzimba:
- (i) Izigaba zinemiqondo ezwakalayo nenikezelanayo.
  - (ii) Zihleleke kahle/umusho owesekelayo.
  - (iii) Umbhalo nombhalo mawuhambelane nenkathi okumelwe ubhalwe ngayo.

- \*Isiphetho:
- (i) Siyisigaba esisodwa.
  - (ii) Makuvele ukuthi umbhalo usuyagoqwa noma uyasongwa.
  - (iii) Selungavela uvo lombhali ngalokho abhala ngakho okungaba ukuxwayisa/ukweluleka/ukuxolisa.

## ISIQEPHU A: Imemorandamu Yezindaba

### QAPHELA:

- Ngaso sonke isikhathi sebenzisa irubhrikhi uma umaka umbhalo wokuziqambela (Iphepha lesi-3, ISIQEPHU A).
- Amamaki ukusuka ku: 0–50 ahlukaniswe ngamazinga amahlanu ngokwezinkomba.
- Okubonwa ngakho okuqukethwe, ulimi & isitayela: inkomba ngayinye emazingeni amahlanu ihlukaniswe izingxenywe ezimbili kuye ngokwabiwa kwamamaki. Kunengxenywe engenhla kanye nengezansi.
- Isakhiwo sona asithinteki ekwehlukanisweni ngokwezingxenywe. Ayikho ingxenywe engenhla noma engezansi.

### ISIQEPHU A: AMARUBHRIKHI OKUHLOLA I-ESEYI: ULIMI LOKUQALA LOKWENGEZA [AMAMAKI ANGAMA-50]

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi
<b>OKUQUKETHWE NOKUHLELA</b>  (Izimpendolo kanye nemibono) Ukuhlela imibono uyihlelela uhlaka Ukuqonda inhloso, izethameli kanye nesimo  <b>AMAMAKI ANGAMA-30</b>	Ingxenywe engenhla	<b>28–30</b>	<b>22–24</b>	<b>16–18</b>	<b>10–12</b>	<b>4–6</b>
		-Impendulo enembayo ngaphezu kobekulindelekile -Imibono ekhaliphile, echukuluza ingqondo kanye nekhombisa ukuvuthwa komqondo -Ihleleke ngobunyoni noko kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle -Imibono eshaya emhloveni nehlabahlosile enokuvuthwa komqondo -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo eyanelisayo -Imibono inakho ukulandelana nokushaya emhloveni -Ihleleke ngokusendimeni kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo ikhombisa ukungahlangani -Imibono engacacile nokungeyona eyokuzisungulela -Kukhona okukhombisa ukuhlela okuncane nokulandelana	-Impendulo enhlanhlathayo -Imibono edidayo nenganembi -Akuzwakali, kunokuphindaphinda -Akukho ukuhlela kanye nokulandelana
	Ingxenywe engezansi	<b>25–27</b>	<b>19–21</b>	<b>13–15</b>	<b>7–9</b>	<b>0–3</b>
		-Impendulo yinhle kakhulu kepha intula izimpawu ze-eseyi enembayo -Imibono ekhombisa ukuvuthwa komqondo kanye nokukhalipha -Ikhombisa ikhono lokuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle -Imibono ehambisanayo nendaba nehlabahlosile -Ihleleke kahle kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo enembayo kodwa intula ukucacisa -Imibono iyalandelana ngokusendimeni futhi iyamukeleka -Kukhona okukhomba ukuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo engashayi emhloveni kakhulu -Imibono ithanda ukuba nhlakanhlaka futhi iyadida -Ukuhlela kanye nokulandelana akukho	-Ayikho imizamo ekhombisa ukuphendula ngesihloko -Akuhambisani nhlobo nesihloko futhi akufanelene -Akuqondene nesihloko futhi kuphithene

**AMARUBHRIKHI OKUHLOLA I-ESEYI: ULIMI LOKUQALA LOKWENGEZA [AMAMAKI ANGAMA-50] (kuyaqhubeka)**

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi
<b>ULIMI, ISITAYELA &amp; UKULUNGISA AMAPHUTHA</b>  Ithoni, irejista, isitayela, ulwazimagama luyahambisana nenhloso/umthelela kanye nesimo Ukukhethwa kwamagama, ukusetshenziswa kolimi, izimpawu zokuloba, uhlelo, isipelingi  <b>AMAMAKI AYI-15</b>	<b>Ingxenye engenhla</b>	<b>14–15</b> -Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Ithoni ekhomba ukuphoqa kanye namasu obuciko obunembayo -Akunamaphutha sanhlobo ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba	<b>11–12</b> -Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Ulimi lufanelekile kanye nokusetshenziswa kwethoni ngendlela efanelekile -Kukhombisa ukungabi namaphutha ohlelweni kanye nesipelingi -Ibumbeke kahle kakhulu	<b>8–9</b> -Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Ukusetshenziswa kahle kolimi ukudlulisa umqondo -Ithoni ifanelekile -Ulwazimagama oluncane	<b>5–6</b> -Ithoni, irejista, isitayela, ulwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Ukusetshenziswa kolimi ukudlulisa umqondo akugculisi -Ithoni nephimbo akuhambisani -Kusetshenziswe amasu obuciko ngokungagculisi ukukhulisa okuqukethwe	<b>0–3</b> -Ulimi aluqondakali -Ithoni, irejista, isitayela kanye nolwazimagama aluhambisani nhlobo nenhloso, izethameli kanye nesimo -Ulwazimagama luncane kakhulu okwenza kube lukhuni ukuqonda
		<b>Ingxenye engezansi</b>	<b>13</b> -Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Akunamaphutha ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba	<b>10</b> -Ulimi luyahambisana futhi lufanelekile -Ithoni iyahambisana futhi ifanelekile -Kunamaphutha ambalwa ohlelo kanye nesipelingi -Ibumbeke kahle	<b>7</b> -Ukusetshenziswa kolimi okusendimeni nokungahlangani okumbalwa -Ithoni ifanelekile kanye nokusetshenziswa kwamasu obuciko okunomkhawulo	<b>4</b> -Ukusetshenziswa kolimi okungekho endimeni -Imisho enhlobonhlobo imbalwa noma ayikho -Ulwazimagama oluncane kakhulu.
<b>ISAKHIWO</b> Izimpawu zethekisthi, ukuthuthuka kwezigaba kanye nokwakhiwa kwemisho  <b>AMAMAKI AYISI-5</b>		<b>5</b> -Ukuthuthuka kwesihloko okunembayo -Ukucacisa okunembayo -Imisho, izigaba kwakheke kahle kakhulu	<b>4</b> -Ukuthuthuka nokugeleza kwendaba -Ukulandelana -Imisho, izigaba kuyalandelana futhi kuxubile	<b>3</b> -Ukuthuthuka kwendaba okulindelekile -Imisho, izigaba kwakheke kahle -I-eseyi isenawo umqondo	<b>2</b> -Amaphuzu ambalwa azwakalayo -Imisho kanye nezigaba kunamaphutha -I-eseyi isenawo umqondo noma inamaphutha	<b>0–1</b> -Amaphuzu awatholakali -Imisho kanye nezigaba kunamaphutha -I-eseyi ayinamqondo

### **Amakhodi okuqopha amamaki kulesi Sigaba:**

- Q: Okuqukethwe
- Sk: Isakhiwo
- L: Ulimi
- St: Isitayela
- Pt: Amaphutha
- Hl: Ukuhlela

### **Amakhodi azosetshenziswa uma kumakwa:**

- QHI = 30
- LSP = 15 (8+4+3)
- Sk = 05

### **Amakhodi azosetshenziswa uma kumakwa:**

SP – (dwebela)-isipelingi esingamukelekile.

PH – uphawu lokubhala olungamukelekile.

L – (dwebela)- ulimi olungamukelekile.

// – khombisa isigaba esisha.

NK – inkathi engamukelekile.

GL – amagama awalandelani ngokufanele.

R – irejista.

KM – akwenzi umqondo.

ISIV. – isivumelwano esingavumelani.

AK – akudingekile.

^ – kunegama elingekho.

GN – igama elingcono.

/ – ukwehlukana amagama

() – ukuhlukanisa amagama

Pp – ukuphindaphinda amagama

### **OKULINDELEKILE MAYELANA NESAKHIWO SEMIBHALO (ISIQEPHU A)**

- Isingeniso: Siyaheha, siyisigaba esisodwa, singenisa indikimba.
- Umzimba: (i) Izigaba zinemiqondo ezwakalayo nenikezelanayo.  
(ii) Izigaba zihleleke kahle/umqondo osekelayo.  
(iii) Umbhalo nombhalo mawuhambelane nenkathi okumele ubhalwe ngayo.
- Isiphetho: (i) Siyisigaba esisodwa.  
(ii) Makuvele ukuthi umbhalo usuyagoqwa noma uyasongwa.  
(iii) Selungavela uvo lombhali ngalokho abhala ngakho okungaba ukuxwayisa/ukweluleka/ukuxolisa.

**ISIQEPHU B: AMARUBHRIKI OKUHLOLA UMBHALO OMUDE ODLULISA UMYALEZO: ULIMI LOKUQALA LOKWENGEZA  
[AMAMAKI ANGAMA-30]**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<p><b>OKUQUKETHWE, UKUHLELA NESAKHIWO</b></p> <p>Impendulo kanye nemibono Ukuhlela imibono Inhloso, izethameli, izakhiwo nezimiso kanye nesimo</p> <p><b>AMAMAKI AYI-18</b></p>	<p><b>15–18</b></p> <p>-Impendulo enembayo ngaphezu kobekulindelekile -Amasu akhaliphile kanye nokuvuthwa komqondo -Ulwazi olubanzi lwezimpawu zohlobo lombhalo -Umbhalo unamathele esihlokweni -Amasu akhombisa ukuthelelana kanye nokulandelana -Acacisa ngokusobala kanye nokusekela isihloko -Isakhiwo esifanele nesicacile</p>	<p><b>11–14</b></p> <p>-Impendulo enhle kakhulu ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Inamathele esihlokweni -Akukho ukunhlanhlatha -Ukulandelana kokuqukethwe nemibono, kuchazwe kahle futhi kusekela isihloko -Isakhiwo esifanele esinamaphushana</p>	<p><b>8–10</b></p> <p>-Impendulo esendimeni ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ayinamathele kahle esihlokweni -Kunokunhlanhlatha okuncane. -Ukulandelana kwemibono okuqukethwe kufanelekile -Ukuchaza okumbalwa kusekela isihloko -Isakhiwo esifanelekile kodwa kunamaphutha ambalwa</p>	<p><b>5–7</b></p> <p>-Impendulo esezingeni eliyisisekelo ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ukunamathele esihlokweni kuyabonakala kodwa kunokunhlanhlatha -Ukulandelana kwamaphuzu okuqukethwe kubuye kungabonakali -Ukuchaza okumbalwa kusekela isihloko -Usebenzise ngokunganele imithetho yesakhiwo -Kukhona okumbalwa okubalulekile</p>	<p><b>0–4</b></p> <p>-Impendulo ikhombisa ukungabi nalo ulwazi lwezimpawu zohlobo lombhalo -Umqondo ufiphele ngenxa yokunhlanhlatha okukhulu. -Imibono ayilandelani nhlobo -Ukuchaza okumbalwa okusekela isihloko -Akasebenzisanga nhlobo imithetho yesakhiwo</p>
<p><b>ULIMI, ISITAYELA KANYE NOKULUNGISA AMAPHUTHA</b></p> <p>Ithoni, irejista, isitayela, inhloso/umthelela, izethameli kanye nesimo Ukusetshenziswa kolimi kanye nezimiso Ukukhethwa kwamagama lizimpawu zokuloba kanye nesipelingi</p> <p><b>AMAMAKI AYI-12</b></p>	<p><b>10–12</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle kakhulu -Akunamaphutha nhlobo.</p>	<p><b>8–9</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Ulwazimagama oluhle kakhulu -Akunamaphutha</p>	<p><b>6–7</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso, izethameli kanye nesimo -Kunamaphutha ambalwa ohlelo -Ulwazimagama olwanele -Amaphutha awawuphazamisi umqondo.</p>	<p><b>4–5</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kunokungahambisani nenhloso, izethameli kanye nesimo -Uhlelo olungafanelekile olunamaphutha amaningi -Ulwazimagama olunganele -Umqondo ufiphele.</p>	<p><b>0–3</b></p> <p>-Ithoni, irejista, isitayela kanye nolwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Kugcwele amaphutha futhi kuyadida -Ulwazimagama aluhambisani nenhloso -Umqondo uyanhlanhlatha kakhulu</p>

**Amakhodi okuqopha amamaki kulesi Sigaba:**

- Q: Okuqukethwe
- Sk: Isakhiwo
- L: Ulimi
- St: Isitayela
- Pt: Amaphutha

**Amakhodi azosetshenziswa uma kumakwa:**

- QSk = 18
- LSP = 12 (7+3+2)

**OKULINDELEKILE:**

**ISIQEPHU C: AMARUBHRIKI OKUHLOLA UMBHALO OMFISHANE ODLULISA UMYALEZO: ULIMI LOKUQALA LOKWENGEZA  
[AMAMAKI ANGAMA-20]**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<p><b>OKUQUKETHWE, UKUHLELA NESAKHIWO</b></p> <p>Impendulo nemibono Ukuhlela imibono Izimpawu/Izimiso kanye nesimo</p> <p><b>AMAMAKI AYI-12</b></p>	<p><b>10–12</b></p> <p>-Impendulo enembayo ngaphezu kobekulindelekile -Amasu akhaliphile kanye nokuvuthwa komqondo -Ulwazi olubanzi lwezimpawu zohlobo lombhalo -Umbhalo unamathele esihlokweni -Amasu akhombisa ukuthelelana kanye nokulandelana -Acacisa ngokusobala kanye nokusekela isihloko -Isakhiwo esifanele nesicacile</p>	<p><b>8–9</b></p> <p>-Impendulo enhle kakhulu ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Inamathele esihlokweni -Akukho ukunhlanhlatha kokuqukethwe nemibono, kuchazwe kahle futhi kusekela isihloko -Isakhiwo esifanele esinamaphushana</p>	<p><b>6–7</b></p> <p>-Impendulo esendimeni ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ayinamathele kahle esihlokweni -Kunokunhlanhlatha okuncane -Ukulandelana kwemibono okuqukethwe kufanelekile -Ukuchaza okumbalwa kusekela isihloko -Isakhiwo esifanelekile kodwa esinamaphutha ambalwa</p>	<p><b>4–5</b></p> <p>-Impendulo esezingeni eliyisisekelo ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ukunamathele kuyabonakala kodwa kunokunhlanhlatha -Ukulandelana kwamaphuzu okuqukethwe kubuye kungabonakali -Ukuchaza okumbalwa kusekela isihloko -Usebenzise imithetho yesakhiwo ngokungafanele -Kukhona okumbalwa okubalulekile</p>	<p><b>0–3</b></p> <p>-Impendulo ikhombisa ukungabi nalo ulwazi lwezimpawu zohlobo lombhalo -Umqondo ufiphele ngenxa yokunhlanhlatha okukhulu -Imibono ayilandelani sanhlobo -Ukuchaza okumbalwa okusekela isihloko -Akasebenzisanga nhlobo imithetho yesakhiwo</p>
<p><b>ULIMI, ISITAYELA KANYE NOKULUNGISA AMAPHUTHA</b></p> <p>Ithoni, irejista, isitayela, inhloso/umthelela, izethameli kanye nesimo Ukusetshenziswa kolimi kanye nezimiso Ukukhethwa kwamagama izimpawu zokuloba kanye nesipelingi</p> <p><b>AMAMAKI AYISI-8</b></p>	<p><b>7–8</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Akunamaphutha nhlobo</p>	<p><b>5–6</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Ulwazimagama oluhle -Akunamaphutha</p>	<p><b>4</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso, izethameli kanye nesimo -Kunamaphutha ambalwa -Ulwazimagama olusendimeni -Amaphutha awawuphazamisi umqondo</p>	<p><b>3</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kunokungahambisani nenhloso, izethameli kanye nesimo -Uhlelo olungafanelekile olunamaphutha amaningi -Ulwazimagama olunganele -Umqondo ufiphele</p>	<p><b>0–2</b></p> <p>-Ithoni, irejista, isitayela kanye nolwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Kugcwele amaphutha futhi kuyadida -Ulwazimagama aluhambisani nenhloso -Umqondo awucaci kakhulu</p>



### Indlela yokwenza:

- Cwecwa amakhasi ezithelo nezitshalo.
- Qoba isithelo ngasinye bese usifaka emshinini ogaya izithelo nezitshalo (blender).
- Thululela isithelo esigayiwe ngasinye endishini.
- Qoba ukherothi ube izingcezu ezincane bese uwufaka emshinini ogayayo (blender).
- Cwecwa u-ginger bese uwugxoba uze ube imvuthu.
- Hluba amaqhuzu kagalikhi bese uwagxoba noma uwafake emshinini wokugaya.
- Thulula u-ginger nogalikhi endishini enezithelo nezitshalo.
- Goqoza/Hlanganisa ngesipunu bese ufaka amanzi.
- Thululela kujeke ongaba u-2L.
- Faka isiphuzo esiqandisini/efrijini ihora elilodwa.

**Umbono:** Lesi siphuzo singaphuzwa sodwa ekuseni/emini/ebusuku.

- Amagama awabe inani elifanele.

[20]

**AMAMAKI ESIQEPHU C: 20**  
**AMAMAKI ESEWONKE: 100**

### QAPHELA:

- Ngaso sonke isikhathi sebenzisa irubhrikhi uma umaka umbhalo wokuziqambela (Iphepha lesi-2, ISIQEPHU A).
- Amamaki ukusuka ku: 0–40 ahlukaniswe ngokwamazinga amahlanu ngokwezinkomba.
- Okubonwa ngakho okuqukethwe, ulimi & isitayela, inkomba ngayinye kumazinga amahlanu, ihlukaniswe izingxenye ezimbili kuye ngokwabiwa kwamamaki. Kunengxenye engenhla kanye nengezansi.

**AMARUBHRIKHI OKUHLOLA I-ESEYI ULIMI LWESIBILI LOKWENGEZA [AMAMAKI ANGAMA-40]**

Okungabonwa ngakho		Okungavamile	Okunekhono	Okusendimeni	Okuqalisayo	Akwanelisi
<b>OKUQUKETHWE NOKUHLELA</b>  (Izimpendolo kanye nemibono) Ukuhlela imibono uyihlelela uhlaka Ukuqonda inhloso, izethameli kanye nesimo  <b>AMAMAKI ANGAMA-24</b>	<b>Ingxenywe engenhlia</b>	<b>22–24</b>	<b>18</b>	<b>12–16</b>	<b>7–11</b>	<b>0–6</b>
		-Impendulo enembayo ngaphezu kobekulindelekile -Imibono ekhaliphile, echukuluza ingqondo kanye nekumbisa ukuvuthwa komqondo -Ihleleke ngobunyoni nco kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle -Imibono eshaya emhloveni nehlabahlosile enokuvuthwa komqondo -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo eyanelisayo -Imibono inakho ukulandelana nokushaya emhloveni -Ihleleke ngokusendimeni kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo ikhombisa ukungahlangani -Imibono engacacile nekungeyona eyokuzisungulela -Kukhona okukhombisa ukuhlela okuncane nokulandelana	-Impendulo enhlanhlathayo -Imibono edidayo nenganembi -Akuzwakali kunokuphindaphinda -Akukho ukuhlela kanye nokulandelana
	<b>Ingxenywe engezansi</b>	<b>19–21</b>	<b>17</b>			
		-Impendulo yinhle kakhulu kepha intula izimpawu ze-eseyi enembayo -Imibono ekhombisa ukuvuthwa komqondo kanye nokukhalipha -Ikhombisa ikhono lokuhlela kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho	-Impendulo yakheke kahle -Imibono ehambisanayo nendaba nehlabahlosile -Ihleleke kahle kakhulu kanye nokulandelana (nokuxhumana) kubandakanya isingeniso, umzimba kanye nesiphetho			

**AMARUBHRIKHI OKUHLOLA I-ESEYI ULIMI LWESIBILI LOKWENGEZA [AMAMAKI ANGAMA-40] (continued)**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<b>ULIMI, ISITAYELA &amp; UKULUNGISA AMAPHUTHA</b>  -Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso/umthelela kanye nesimo -Ukukhethwa kwamagama, ukusetshenziswa kolimi, izimpawu zokuloba, uhlelo, isipelingi  <b>AMAMAKI AYI-12</b>	<b>10–12</b>	<b>8–9</b>	<b>6–7</b>	<b>4–5</b>	<b>0–3</b>
	-Ulimi lukhombisa ukuzethemba, luyancomeka kakhulu -Akunamaphutha ohlelweni kanye nesipelingi -Ikhombise ikhono eliphezulu lokubumba	-Ulimi luyahambisana futhi lufanelekile -Ithoni iyahambisana futhi ifanelekile -Kunamaphutha ambalwa ohlelo kanye nesipelingi -Ibumbeke kahle	-Ukusetshenziswa kolimi okusendimeni nokungahlangani okumbalwa -Ithoni ifanelekile kanye nokusetshenziswa kwamasu obuciko okunomkhawulo	-Ukusetshenziswa kolimi okungekho endimeni -Imisho enhlobonhlobo imbalwa noma ayikho -Ulwazimagama olunomkhawulo	-Ulimi aluqondakali -Ulwazimagama luncane kakhulu okwenza kube lukhuni ukuqonda
<b>ISAKHIWO</b>  Izimpawu zethekisthi, ukuthuthuka kwezigaba kanye nokwakhiwa kwemisho  <b>AMAMAKI AMA-4</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>
	-Ukuthuthuka kwesihloko okunembayo -Ukucacisa okunembayo -Imisho, izigaba kwakheke kahle kakhulu	-Ukuthuthuka nokugeleza kwendaba -Ukulandelana -Imisho, izigaba kuyalandelana futhi kuxubile	-Ukuthuthuka kwendaba okulindelekile -Imisho, izigaba kwakheke kahle -I-eseyi isenawo umqondo	-Amaphuzu ambalwa azwakalayo -Imisho kanye nezigaba kunamaphutha -I-eseyi isenawo umqondo noma inamaphutha	-Amaphuzu awatholakali -Imisho kanye nezigaba kunamaphutha -I-eseyi ayinamqondo
<b>UKWABIWA KWAMAMAKI</b>	<b>33–40</b>	<b>28–30</b>	<b>20–25</b>	<b>12–17</b>	<b>0–9</b>

## **Amakhodi Okuqopha Amamaki Kulesi Sigaba**

**Q no H : 24**

**LSP : 12 (8+4)**

**SK : 4**

## **Amakhodi angasetshenziswa ukumaka**

SP – (dwebela)-isipelingi esingamukelekile.

PH – uphawu lokubhala olungemukelekile.

L – (dwebela)- ulimi olungemukelekile.

// – khombisa isigaba esisha.

NK – inkathi engemukelekile.

'S-I – i-aphostilofi engemukelekile.

GL – amagama awalandelani ngokufanele.

R – irejista.

KM – akwenzi umqondo.

ISIV. – isivumelwano esingavumelani.

AK – akudingekile.

^ – kunegama elingekho.

GN – igama elingcono.

/ – ukuhlukanisa amagama

() – ukuhlanganisa amagama

## **OKULINDELEKILE MAYELANA NESAKHIWO SEMIBHALO (ISIQEPHU A)**

\*Isingeniso: Siyaheha, sinamandla, siyisigaba esisodwa, singenisa indikimba.

- \*Umzimba:
- (i) Izigaba zinemiqondo ezwakalayo nenikezelanayo.
  - (ii) Zihleleke kahle/umusho owesekelayo.
  - (iii) Umbhalo nombhalo mawuhambelane nenkathi okumelwe ubhalwe ngayo.

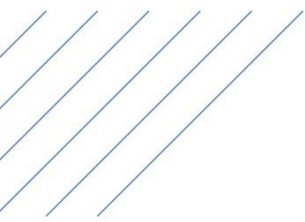
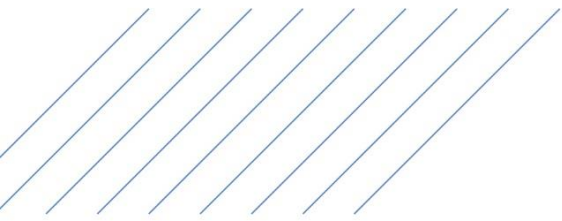
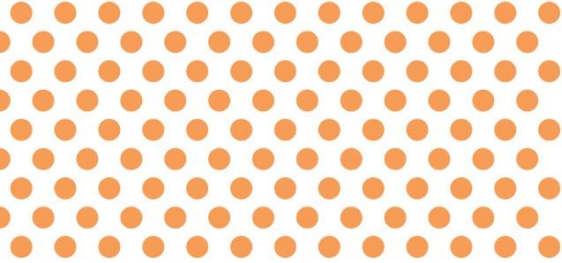
- \*Isiphetho:
- (i) Siyisigaba esisodwa.
  - (ii) Makuvele ukuthi umbhalo usuyagoqwa noma uyasongwa.
  - (iii) Selungavela uvo lombhali ngalokho abhala ngakho okungaba ukuxwayisa/ukweluleka/ukuxolisa.

**AMARUBHRIKHI OKUHLOLA UMBHALO OMUDE ODLULISA UMYALEZO ULIMI LWESIBILI LOKWENGEZA [AMAMAKI ANGAMA-20]**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<p><b>OKUQUKETHWE, UKUHLELA NEFOMATHI</b></p> <p>Impendulo kanye nemibono Ukuhlela imibono ukuze kube nohlaka Inhloso, izethameli, izakhiwo nezimiso kanye nesimo</p> <p><b>AMAMAKI AYI-12</b></p>	<p><b>10–12</b></p> <p>-Impendulo enembayo ngaphezu kobekulindelekile -Amasu akhaliphile kanye nokuvuthwa komqondo -Ulwazi olubanzi lwezimpawu zohlobo lombhala -Umbhalo unamathele esihlokweni -Amasu akhombisa ukuthelelana kanye nokulandelana -Acacisa ngokusobala kanye nokusekela isihloko -Ifomathi efanelekile necacile</p>	<p><b>8–9</b></p> <p>-Impendulo enhle kakhulu ekhombisa ulwazi lwezimpawu zohlobo lombhala -Inomthelela esihlokweni -Akunamaphutha -Ukulandelana kokuqukethwe nemibono, kuchazwe kahle futhi kusekela isihloko -Ifomathi efanele enamaphushana</p>	<p><b>6–7</b></p> <p>-Impendulo esendimeni ekhombisa ulwazi lwezimpawu zohlobo lombhala -Ayinamathele kahle esihlokweni -Inamaphutha ambalwa -Ukulandelana kwemibono okuqukethwe kufanelekile -Ukuchaza okumbalwa kusekela isihloko -Ifomathi efanelekile kodwa kunamaphutha ambalwa</p>	<p><b>4–5</b></p> <p>-Impendulo esezingeni eliyisisekelo ekhombisa ulwazi lwezimpawu zohlobo lombhala -Ukunamathela kuyabonakala kodwa kunamaphutha -Ukulandelana kwamaphuzu okuqukethwe kubuye kungabonakali -Ukuchaza okumbalwa kusekela isihloko -Usebenzise ngokunganele imithetho yefomathi -Kukhona okumbalwa okubalulekile</p>	<p><b>0–3</b></p> <p>-Impendulo ikhombisa ukungabi nalo ulwazi lwezimpawu zohlobo lombhala -Umqondo uyanhlanhlatha kunamaphutha amakhulu -Imibono ayilandelani nhlobo -Ukuchaza okumbalwa okusekela isihloko -Akasebenzisanga nhlobo imithetho yefomathi</p>
<p><b>ULIMI, ISITAYELA KANYE NOKULUNGISA AMAPHUTHA</b></p> <p>Ithoni, irejista, isitayela, inhloso/umthelela, izethameli kanye nesimo Ukusetshenziswa kolimi kanye nezimiso Ukukhethwa kwamagama Izimpawu zokuloba kanye nesipelingi</p> <p><b>AMAMAKI AYI-8</b></p>	<p><b>7–8</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle kakhulu -Akunamaphutha nhlobo</p>	<p><b>5–6</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Ulwazimagama oluhle -Akunamaphutha</p>	<p><b>4</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso, izethameli kanye nesimo -Kunamaphutha ambalwa -Ulwazimagama olusendimeni -Amaphutha awawuphazamisi umqondo</p>	<p><b>3</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kunokungahambisani kanye nesimo -Uhlelo olungafanelekile olunamaphutha amaningi -Ulwazimagama olunganele -Umqondo ufiphele</p>	<p><b>0–2</b></p> <p>-Ithoni, irejista, isitayela kanye nolwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Kugcwele amaphutha futhi kuyadida -Ulwazimagama aluhambisani nenhloso -Umqondo uyanhlanhlatha kakhulu</p>
<p><b>UKWABIWA KWAMAMAKI</b></p>	<p><b>17–20</b></p>	<p><b>13–15</b></p>	<p><b>10–11</b></p>	<p><b>7–8</b></p>	<p><b>0–5</b></p>

**AMARUBHRIKHI OKUHLOLA UMBHALO OMFISHANE ODLULISA UMYALEZO ULIMI LWESIBILI LOKWENGEZA [AMAMAKI ANGAMA-20]**

<b>Okungabonwa ngakho</b>	<b>Okungavamile</b>	<b>Okunekhono</b>	<b>Okusendimeni</b>	<b>Okuqalisayo</b>	<b>Akwanelisi</b>
<p><b>OKUQUKETHWE, UKUHFLELA NEFOMATHI</b></p> <p>Impendulo kanye nemibono Ukuhlela imibono ukuze kube nohlaka Inhloso, izethameli, izakhiwo nezimiso kanye nesimo</p> <p><b>AMAMAKI AYI-12</b></p>	<p><b>10–12</b></p> <p>-Impendulo enembayo ngaphezu kobekulindlekile -Amasu akhaliphile kanye nokuvuthwa komqondo -Ulwazi olubanzi lwezimpawu zohlobo lombhalo -Umbhalo unamathele esihlokweni -Amasu akhombisa ukuthelelana kanye nokulandelana -Acacisa ngokusobala kanye nokusekela isihloko -Ifomathi efanelekile necacile</p>	<p><b>8–9</b></p> <p>-Impendulo enhle kakhulu ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Namathele esihlokweni -Akunamaphutha -Ukulandelana kokuqukethwe nemibono, kuchazwe kahle futhi kusekela isihloko -Ifomathi efanele enamaphushana</p>	<p><b>6–7</b></p> <p>-Impendulo esendimeni ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ayinamathele kahle esihlokweni -Inamaphutha ambalwa -Ukulandelana kwemibono okuqukethwe kufanelekile -Ukuchaza okumbalwa kusekela isihloko -Ifomathi efanelekile kodwa kunamaphutha ambalwa</p>	<p><b>4–5</b></p> <p>-Impendulo esezingeni eliyisisekelo ekhombisa ulwazi lwezimpawu zohlobo lombhalo -Ukunamathela kuyabonakala kodwa kunamaphutha -Ukulandelana kwamaphuzu okuqukethwe kubuye kungabonakali -Ukuchaza okumbalwa kusekela isihloko -Usebenzise ngokunganele imithetho yefomathi -Kukhona okumbalwa okubalulekile</p>	<p><b>0–3</b></p> <p>-Impendulo ikhombisa ukungabi nalo ulwazi lwezimpawu zohlobo lombhalo -Umqondo uyanhlathela kunamaphutha amakhulu -Imibono ayilandelani nhlobo -Ukuchaza okumbalwa okusekela isihloko -Akasebenzisanga nhlobo imithetho yefomathi</p>
<p><b>ULIMI, ISITAYELA KANYE NOKULUNGISA AMAPHUTHA</b></p> <p>Ithoni, irejista, isitayela, inhloso/umthelela, izethameli kanye nesimo Ukusetshenziswa kolimi kanye nezimiso Ukukhethwa kwamagama Izimpawu zokuloba kanye nesipelingi</p> <p><b>AMAMAKI AYI-8</b></p>	<p><b>7–8</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle kakhulu nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle kakhulu -Akunamaphutha nhlobo</p>	<p><b>5–6</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuhambisana kahle nenhloso, izethameli kanye nesimo -Uhlelo lufanelekile futhi lwakheke kahle -Ulwazimagama oluhle -Akunamaphutha</p>	<p><b>4</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kuyahambisana nenhloso, izethameli kanye nesimo -Kunamaphutha ambalwa -Ulwazimagama olusendimeni -Amaphutha awawuphazamisi umqondo</p>	<p><b>3</b></p> <p>-Ithoni, irejista, isitayela, ulwazimagama kunokungahambisani nenhloso, izethameli kanye nesimo -Uhlelo olungafanelekile olunamaphutha amaningi -Ulwazimagama olunganele -Umqondo ufiphele</p>	<p><b>0–2</b></p> <p>-Ithoni, irejista, isitayela kanye nolwazimagama akuhambisani nenhloso, izethameli kanye nesimo -Kugcwele amaphutha futhi kuyadida -Ulwazimagama aluhambisani nenhloso -Umqondo uyanhlathela kakhulu</p>
<p><b>UKWABIWA KWAMAMAKI</b></p>	<p><b>17–20</b></p>	<p><b>13–15</b></p>	<p><b>10–11</b></p>	<p><b>7–8</b></p>	<p><b>0–5</b></p>



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