

## Educator and Tagging Information

<b>Learning Area:</b> Economic and Management Sciences
<b>Resource Name:</b> Economic and Management Sciences
<b>Assessment Exemplar Number:</b> 9.102
<b>Item/s:</b> 1
<b>Phase:</b> Senior Phase
<b>Grade:</b> 9
<b>Tags:</b> Paragraph, non-discrimination in the workplace, Employment Equity Act, Formative Assessment
<b>Assessment Type:</b> Formative
<b>Assessment Form/s:</b> Paragraph
<b>Copyright for included material:</b> N/A
<b>Duration:</b> 20 minutes
<b>Learning Outcome(s) and Assessment Standard(s):</b> <b>Learning Outcome 3: Managerial, consumer and financial knowledge and skills</b> The learner will be able to demonstrate knowledge and the ability to apply responsibly a range of managerial, consumer and financial skills. <b>Assessment Standard</b> We know this when the learner: 3.7: Researches the laws affecting basic conditions of employment and non-discrimination in the workplace.
<b>Learning Space:</b> Assessment
<b>Hyperlinks:</b> To be completed later.
<b>Rating:</b> <b>Number of questions for exemplar:</b> One
<b>Easy questions:</b>
<b>Medium questions:</b>
<b>Difficult questions:</b> Question 1

## Assessment Task

### Non-discrimination laws (Individual activity) (LO3 AS7)

Write three paragraphs. In the first paragraph you should identify how businesses are supposed to comply with the Employment Equity Act. Include at least four facts. In the second paragraph you should mention at least four facts about the employment equity plan policy of the business in terms of this Act. In the third paragraph you should mention at least four facts about the affirmative action policy of the business in terms of this Act. Look at the teacher assessment rubric to see how you will be assessed. [16 marks]

#### Teacher assessment rubric: paragraph

Criteria					Marks
Information in paragraph: facts about the Employment Equity Act [Marks out of 4]	The learner included four or more facts describing the Employment Equity Act. [4 marks]	The learner included three facts describing the Employment Equity Act. [3 marks]	The learner included two facts describing the Employment Equity Act. [2 marks]	The learner included one fact describing the Employment Equity Act. [1 mark]	
Information in paragraph: facts describing the employment equity plan [Marks out of 4]	The learner included four or more facts describing the employment equity plan. [4 marks]	The learner included three facts describing the employment equity plan. [3 marks]	The learner included two facts describing the employment equity plan. [2 marks]	The learner included one fact describing the employment equity plan. [1 mark]	
Information in paragraph: facts describing the affirmative action policy [Marks out of 4]	The learner included four or more facts describing the affirmative action policy. [4 marks]	The learner included three facts describing the affirmative action policy. [3 marks]	The learner included two facts describing the affirmative action policy. [2 marks]	The learner included one fact describing the affirmative action policy. [1 mark]	
Language use in paragraph [Marks out of 4]	Excellent language usage with no mistakes. Own words used. [4 marks]	Good language usage with only a few mistakes (fewer than five). Own words mostly used. [3 marks]	Acceptable language usage with more than five mistakes. Some sentences are copied from the sources. [2 marks]	Little attempt to use correct language or no attempt to use own words. [1 mark]	
<b>Total marks out of 16:</b>					

**Level 4: 12-16 marks (70–100%) – Outstanding**

**Level 3: 8-11 marks (50–69%) – Achieved**

**Level 2: 4-7 marks (35–49%) – Partially achieved**

**Level 1: 1–3 marks (1–34%) – Not achieved**

## Suggested Solutions (LO3 AS7)

Question number	Possible marks	Solution
1	16	<p>Facts to include in paragraphs:</p> <p>In terms of the Employment Equity Act an employer is under the obligation to perform certain duties. This is to prevent discrimination in the workplace where one employee is promoted over another based purely on discrimination. The employer should draw up affirmative action measures with which the business must comply. This should be done through a process of consultation with employees. The employer should also analyse the business structures, prepare an employment equity plan and report on the progress of implementing the plan.</p> <p>The employment equity plan should state objectives for the implementation of the plan. It should describe the affirmative action measures the employer strives to follow. There should be a timetable for achievement of employment equity goals. The process should be monitored internally and any disputes that arise should be handled through a set mechanism. The plan should also identify persons who would be responsible for implementing the plan.</p> <p>The affirmative action measures that should be included in the employment equity plan should ensure that designated groups are considered to have equal access to job opportunities. Such measures are to identify and get rid of barriers that could prevent designated groups from being considered for a position. This means that the business should take measures to accommodate people from designated groups. There should be measures in place to promote diversity. The skills development of designated groups is important so that they can be developed and retained in positions. The business should strive to attain the goals set in the affirmative action measures so that equitable representation takes place.</p>

## Appendix of Assessment Tools

### Teacher assessment rubric: paragraph

Criteria					Marks
Information in paragraph: facts about the Employment Equity Act <b>[Marks out of 4]</b>	The learner included four or more facts describing the Employment Equity Act. [4 marks]	The learner included three facts describing the Employment Equity Act. [3 marks]	The learner included two facts describing the Employment Equity Act. [2 marks]	The learner included one fact describing the Employment Equity Act. [1 mark]	
Information in paragraph: facts describing the	The learner included four or more facts describing the employment	The learner included three facts describing the employment equity plan. [3	The learner included two facts describing the employment equity plan. [2	The learner included one fact describing the employment equity plan. [1	

employment equity plan <b>[Marks out of 4]</b>	equity plan. [4 marks]	marks]	marks]	mark]	
Information in paragraph: facts describing the affirmative action policy <b>[Marks out of 4]</b>	The learner included four or more facts describing the affirmative action policy. [4 marks]	The learner included three facts describing the affirmative action policy. [3 marks]	The learner included two facts describing the affirmative action policy. [2 marks]	The learner included one fact describing the affirmative action policy. [1 mark]	
Language use in paragraph <b>[Marks out of 4]</b>	Excellent language usage with no mistakes. Own words used. [4 marks]	Good language usage with only a few mistakes (fewer than five). Own words mostly used. [3 marks]	Acceptable language usage with more than five mistakes. Some sentences are copied from the sources. [2 marks]	Little attempt to use correct language or no attempt to use own words. [1 mark]	
<b>Total marks out of 16:</b>					

**Level 4: 12-16 marks (70–100%) – Outstanding**

**Level 3: 8-11 marks (50–69%) – Achieved**

**Level 2: 4-7 marks (35–49%) – Partially achieved**

**Level 1: 1–3 marks (1–34%) – Not achieved**