



Inombolo yefayili: 18/5/P
Isalathiso: 20220203-9544

ISetyhula: 0005/2022

Umhla wokuphelelwa: 31 Disemba 2022

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziiNtloko, kuBalawuli (kwaNdlunkulu nakwii-ofisi zezithili), kwiiNtloko zoLawulo noKuphathwa kwamaZiko, kwiiNtloko zoKunika iNkxaso kwiKharithulam, kuBaphathi beeSekethe, kwiiNqununu zezikolo zikarhulumente eziqhelekileyo nakooSihlalo bamaBhunga oLawulo

Isishwankathelo esifutshane: Le setyhula yenzelwe ukukhumbuza izikolo ukuba zifake kwikhompyutha iincwadi zokufunda zazo ezikhutshwe ekupheleni kwekota yokuqala yesikolo nezo zifunyenweyo ngekota yokugqibela yesikolo ngonyaka ngamnye kwakunye nemfuno yokugcinwa kweerekhodi ezichanekileyo

Isihloko: Ukufakwa kwikhompyutha kweencwadi zezifundo ezikhutshwe ekupheleni kwekota yokuqala yesikolo nezo zifunyenwe ngethuba lekota yokugqibela yesikolo ngonyaka ngamnye kunye nemfuno yokuqinisekisa ukugcinwa kwerekhodi ezichanekileyo nokunika ingxelo ngeencwadi zokufunda ezigciniweyo nezifunyenweyo kunyaka-mali ka-2021/22

1. Inqununu nekomiti yeZibonelelo eziXhasa ukuFunda nokuFundisa (*Learning and Teaching Support Material*) (LTSM) badlala indima ebalulekileyo ekuphunyezweni komgaqo-nkqubo we-LTSM wesikolo nolawulo ngokupheleleyo lweencwadi zezifundo, iincwadi zomsebenzi, neencwadi zoncwadi nezinye izixhobo zokufunda esikolweni.
2. Ukwenzela ukunika inkxaso yokugcinwa kweerekhodi ezikolweni, kwandiswe isistim ye-LTSM *functionality* ukulungiselela ukufakwa kweencwadi zezifundo ezikhutshelwe abafundi nezifunyenweyo kumfundi ngamnye, kwibakala ngalinye.
3. Izikolo ziya kwaziswa ngonyaka ngamnye malunga nemihla emisiweyo xa kufuneka zifake kwikhompyutha iincwadi zezifundo ezikhutshiweyo nezifunyenweyo ezikwikhallenga yokucwangcisa izikolo yonyaka ochaphazelekayo.

- 3.1 Imihla emisiweyo yokuba izikolo mazifake kwi-CEMIS iincwadi zezifundo ezikhutshiweyo ukwenzela u-2022 iphakathi kowe-15 Febuwari nowe-18 Matshi 2022.
- 3.2 Imihla emisiweyo yokuba izikolo mazifake kwi-CEMIS iincwadi zezifundo ezifunyenweyo ukwenzela u-2022 iphakathi kowe-23 Novemba nowe-14 Disemba 2022.
4. Ukufumana i-capture screen wi-CEMIS yiya:
- kwi-**“Administration”** tab;
 - ukhethe u-**“Textbook Issued”** kwimenyu (*menu*) edwelisiweyo yaye uzalise iinkcukacha, okanye
 - ukhethe u-**“Textbook Retrieved”** kwimenyu (*menu*) edwelisiweyo yaye uzalise iinkcukacha.
5. **Luxanduva lwenqununu ukuqinisekisa ukuba iirekhodi ezifakiweyo kwi-CEMIS zezichanekileyo yaye zinako ukungqinisiswa ngeelisi zeeklasi, xa izithili okanye abaphicothi-zincwadi bangaphandle (*external auditors*) bebeka esweni ulawulo lwe-LTSM ezikolweni.**
6. Ukunika inkxaso ngakumbi kwiinqununu nakumabhunga olawulo, iSebe leMfundo leNtshona Koloni liya kubonelela kamsinya, izikolo ngenkqubo-sikhokelo yeLTSM ehlaziyiweyo (*LTSM Framework*) neenkqubo zokwenziwa komsebenzi (*standard operating procedures*) wolawulo lwe-LTSM ezikolweni.
7. Kucelwa wazise okuqulethwe yile setyhula kubo bonke abachaphazelekayo ukuze bakuthathele ingqalelo.

ISAYINWE: NGU-B WALTERS
INTLOKO YESEBE LEMFUNDO
UMHLA: 2022-02-10