

Imiyalelo yokwenza isicelo

1. Intshayelelo

Isistim eyi-*Western Cape Education Department (WCED) Online Markers System* ivumela ootitshala babhalise yaye bafake izicelo kwikhompyutha kwizithuba zokumakisha. Isistim ikwenza kube lula ukubhalisa, ukungena (*log in*), ukwenza iprofayili, ukuyihlaziya iprofayili, ukungenisa amaxwebhu achaphazelekayo nokufaka isicelo sokumakisha.

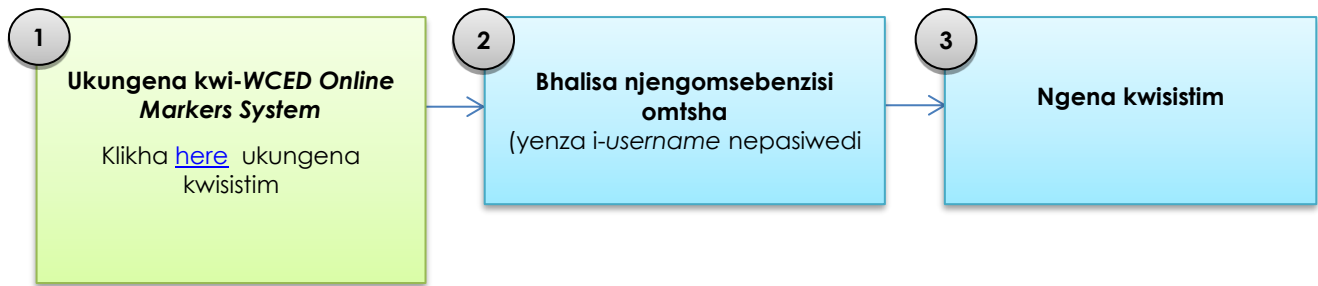
Ibrawuza esebenza kakuhle ukuxhasa isistim yokwenza isicelo kwikhompyutha yi-**Google Chrome**. Le brawuza isebenza kakuhle xa isetyenziswa kwidesktophu yekhompyutha, kwilephutophu okanye kwithablethi. Musa ukusebenzisa i-smartphone kwii-aplikeyishini zekhompyutha (*online applications*). Bakuba befake izicelo zabo ootitshala kwisistim banako ukufaka amaxwebhu ahamba nesicelo, adweliswe kwingongoma 5 ngezantsi, nokulandelela imeko (*track the status*) yezicelo zabo kwikhompyutha.

Makuqatshelwe – wakuba ungenile kwisistim, kufumaneka iimanyuwali zamanyathelo ngamanyathelo anengcaciso ukwenzela ukuba kube lula ukungena kwisistim apha <https://exams.westerncape.gov.za/markers/UserManual/Index>

Isistim eyi-*Online Markers System* inokufunyanwa apha <https://exams.westerncape.gov.za/markers> yaye abenzi-sicelo mabalandele la manyathelo ashwankathelweyo aboniswe apha ngezantsi:

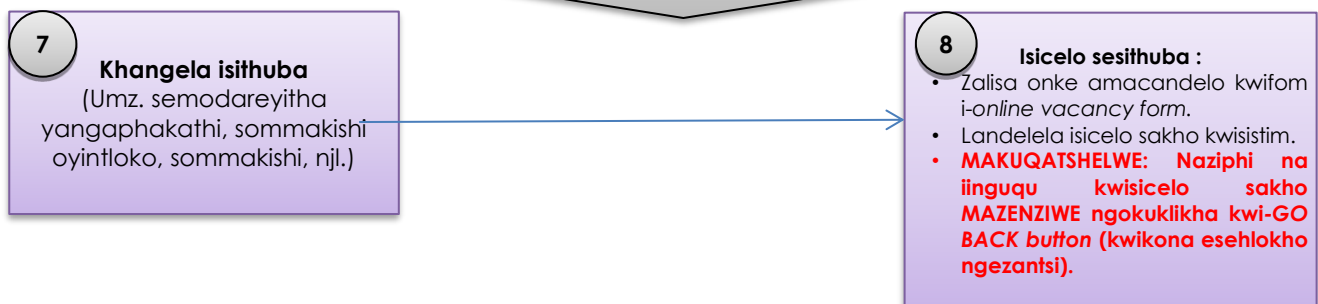
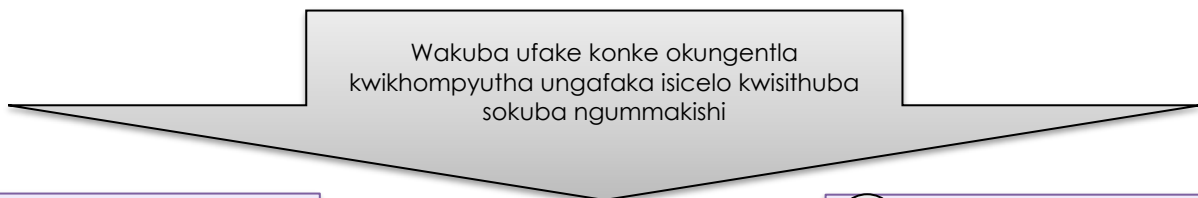
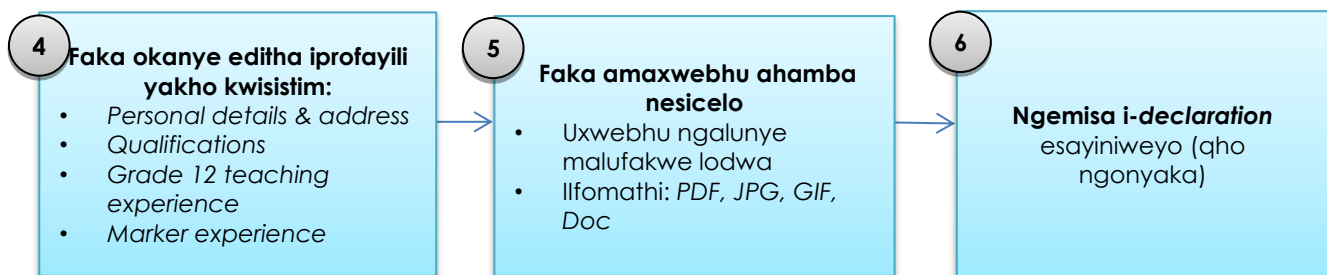
2. Abamakishi abaqalayo ngqa ukumakisha: mabalandele amanyathelo 1–8

- Yenza i-**online profile** ngokubhalisa kwi-*Online Markers System* phambi kokuzalisa inkqubo yokwenza isicelo.
- Ngena kwisistim ngeenkukacha zakho buqu ozinikiweyo uze uzalise ifom yesicelo kwikhompyutha.
- Kubalulekile ukuqaphela ukuba bonke abasebenzisi ababhalisiweyo baya kufumana i-*default role* kwesi sigaba kwisistim.
- Ootitshala abafaka izicelo mabaklikhe kwi-*drop-down box*, ebhalwe *for educators*.
- Amagosa esithili afaka izicelo makaklikhe kwi-*drop-down box*, ebhalwe *for district officials*.
- Xela izifundo ofakela zona isicelo sokumakisha.
- Faka onke amaxwebhu ahamba nesicelo akhankanywe kwingongoma 5 ngezantsi.



3. Abamakishi abasele benazo iiprofayili mabalandele amanyathelo 4–8

- Ngena ngeenkukacha zakho zokungena zesiqhelo (*usual login details*).
- **Makungqiniswe yonke ingcaciso ekhoyo kwisistim** (amanyathelo 4–6) phambi kokuzalisa amacandelo anyanzelekileyo (*compulsory fields*).
- Faka kuphela ingxelo yokuvuma (*2023 declaration*), iitranskripthi zezifundo (*academic transcripts*) nobungqina bedilesi (zingadlulanga iinyanga ezintathu ziqinisekisiwe).
- **Yenza isicelo esimiselweyo sokumakisha ngokuzalisa amanyathelo 7 no-8:**



4. Iinowuthsi kubo bonke abenzi-sicelo

- Onke amacandelo akwasicelo sokumakisha kwikhompyutha mawazaliswe.
- Iminyaka eyi-12 yamava okufundisa kwiBakala (2019–2023) mayizaliswe.
- Ireyithi yokupasa ngo-2022 mayizaliswe kuzo zonke izifundo ekwenzelwa zona izicelo.
- Naziphi na iinguqu kwasicelo sakho MAZENZIWE ngokuklikha kwi-**GO BACK** button (kwikona esezantsi ngasekhohlo).
- Makuqinisekiswa ukuba onke amaxwebhu (makujongwe ngezantsi) ahamba kunye nesicelo aqhotyoshelwe kwasicelo sakho.

5. Amaxwebhu ahamba nesicelo anyanzelekileyo amakafakwe nesicelo

- Abemi boMzantsi Afrika mabangenise ikopi eqinisekisiweyo yoxwebhu lwesazisi sabo esisemthethweni (zingadlulanga iinyanga ezintathu iqinisekisiwe).
- Abemi bamanye amazwe mabangenise ikopi eqinisekisiweyo (zingadlulanga iinyanga ezintathu iqinisekisiwe) yoxwebhu lwesazisi olungelulo olwaseMzantsi Afrika olusemthethweni (*non-South African identification*) okanye ipasipothi esemthethweni yabo (enomhla wokuphelelwa okufutshane ongekho ngaphezu kweentsuku eziyi-60 emva kokuba kuqakunjelwe inkqubo yokumakisha).
- Abemi bamanye amazwe mabangenise ikopi eqinisekisiweyo (zingadlulanga iinyanga ezintathu iqinisekisiwe) yepemithi yomsebenzi esemthethweni okanye ubungqina bokuba ngummi osisigxina weli lizwe (*proof of permanent residency*) – nokuba yeyiphi na efanelekileyo.
- Ikopi/iikopi eziqinisekiweyo (zingadlulanga iinyanga ezintathu ziqinisekisiwe) zesatifikethi/zezatifikethi zamabanga emfundo ezicacisa isifundo/izifundo ezichaphazelekayo kwinqanaba lonyaka wesibini (*second year level*).
- Abemi bamanye amazwe mabangenise ikopi eqinisekisiweyo (zingadlulanga iinyanga ezintathu iqinisekisiwe) ye-**South African Qualifications Authority (SAQA) Certificate of Evaluation** echaza isigqibo esathathwa yi-SAQA ngokumalunga namabanga emfundo amanye amazwe.
- Ikopi eqinisekisiweyo yetranskriphthi yerekhodi yezifundo ephela.
- Ubungqina bokubhalisa kwi-*South African Council for Educators* Ukuba isatifikethi sobhaliso asikafunyanwa, ingxelo efungelweyo (*affidavit*) ukwenzela unyaka omiyo kwakunye nobungqina besicelo mazingeniswe.
- Ubungqina bendawo yokuhlala, zingadlulanga iinyanga ezintathu buqinisekisiwe ngaphambi komhla wokufakwa kwamaxwebhu.
- Ifom yengxelo yokuvuma (**Annexure C**) esayinwe ngumenzi-sicelo nenqununu/nomlawuli wesithili wangoku (enomhla ongu-2023) ifakwe nesitampu.
- Ifom yemvume ezaliswe ngokuphumeleleyo (**isiHlomelo D**) ukwenzela ukuqokelelwa nokusingathwa kwengcaciso ngokumalunga noMthetho *i-Protection of Personal Information Act, 2013 (Act 4 of 2013)*.