URhulumente weNtshona Koloni

ISebe leMfundo leNtshona Koloni
Vuyelwa Madasi
ICandelo lokuXhasa amaZiko ngeZibonelelo
Vuyelwa.Madasi@westerncape.gov.za | 021 467 2108

Inombolo yefayili: 18/5/2
Isalathiso: 20230801-6871

INgcaciso eMfutshane yeCandelo lokuXhasa amaZiko ngeZibonelelo: 0011/2023

Iya: KumaSekela Balawuli-Jikelele, kuBalawuli abaziiNtloko, kuBalawuli, kwiiNtloko zoKunika iNkxaso kwiKharityhulam, kuBaphathi beeSekethe, kumaSekela eeNgcali zeMfundo eziziiNtloko, kuBacebisi ngeZifundo nakwiiNqununu zezikolo zikarhulumente eziqhelekileyo nezezikolo zemfundo eneemfuno ezizodwa ezichaphazelekayo

Isihloko: Isistim esebenza ngekhompyutha yeencwadi zomsebenzi zamaBakala R ukuya kwele-9 ukulungiselela owama-2024

1. Iincwadi zomsebenzi zamaBakala R ukuya kwele-9 zesiqingatha sokuqala sonyaka wama-2024, zasiwa kuzo zonke izikolo zikarhulumente njengoko kuchaziwe kwiNgcaciso eMfutshane yeCandelo lokuXhasa amaZiko ngeZibonelelo 0009/2023 yomhla wama-23 Juni 2023.

2. Ukwenzela ukuba izikolo zikwazi kwangethuba ukuziqaphela iincwadi zomsebenzi ezishotayo nezingaphezu kwemfuneko zamaBakala R ukuya kwele-9 kwisiqingatha sokuqala sonyaka wama-2024, zonke izikolo zikarhulumente mazingene kwi-*CEMIS* phakathi kowama-23 ukuya kowama-27 Oktobha 2023. Ngeli thuba izikolo maziwafake ekhompyutheni zize ziwasayinele amanani kanye ngqo eencwadi zomsebenzi ezifunyenweyo kwibakala ngalinye, ziwathelekisa namanani obhaliso lwabafundi aqikelelweyo angoJanuwari 2024.

3. Xa zingena kwi-*CEMIS*, izikolo kufuneka zikhethe u-"*Administration*" *option* okwi-*menu bar*. Kwi-*drop down list*, zikhetha u-"*Workbooks*" zize zikhethe u-"*Welcome and guidelines*" okanye iskrini i-"*Capture" screen*.

4. Kunokuqhagamshelwana naba bantu balandelayo ukufumana uncedo ngokufakwa kweenkcukacha zakho nangenkqubo yokusayinelwa kwazo:

Vuyelwa Madasi, kule nombolo yefoni 021 467 2108 okanye kule dilesi ye-imeyili Vuyelwa.Madasi@westerncape.gov.za
Kashiefa Sedien, kule nombolo yefoni 021 467 2553 okanye kule dilesi ye-imeyili Kashiefa.Sedien@westerncape.gov.za
Noncedo Mbali, kule nombolo yefoni 021 467 2142 okanye kule dilesi ye-imeyili Noncedo.Mbali@westerncape.gov.za

5. Zakuba zifakiwe zonke iinkcukacha zeencwadi zomsebenzi zesikolo zezigaba ezahlukileyo, mayigqitywe inkqubo yokusayinelwa kwazo.

6. Ingcaciso efunyenweyo malunga neencwadi zomsebenzi ezishotayo nezingaphezu kwemfuneko iya kwenziwa ifumaneke kumagosa ezithili achaphazelekayo ngokuqala kugqithwe kwi-*EduInfoSearch*, wona aya kuba noxanduva lokuququzelela nokulungiselela ukuziswa nokuqokelelwa kweencwadi zomsebenzi apho kukho ezishotayo okanye ezingaphezu kwemfuneko.

7. Kucelwa wazise okukule ngcaciso imfutshane bonke abasebenzi abachaphazelekayo ukuze bakuthathele ingqalelo.

ISAYINWE: NGU-MS ABRAHAMS
USEKELA MLAWULI-JIKELELE WOCWANGCISO LWEZEMFUNDO
UMHLA: 2023-08-23