

# Kha Ri Gude Workshop incorporating SAQA Verification of the marking of the Learner Assessment Portfolios

Programme: Thursday 31 March to Tuesday 5 April 2011

Date/Time	Activity	Session leader(s)
<b>Thursday 31 March</b>		
10:30	Visit to warehouse to inspect and make logistical arrangements and identify sample and division into languages	SAQA [Team of Senior Verifiers] SAQA staff Kha Ri Gude/SAB&T
<b>Friday 1 April</b>		
10:00	Delivery and arrangement of LAPs and signage by SAB&T Clarification and finalisation of all staff roles	SAB&T SAQA team SAQA staff
12:00	Presentation by Kha Ri Gude statistician on 2010 cohort results	Kha Ri Gude
13:00	<b><i>LUNCH</i></b>	
15:30	<b><i>TEA</i></b>	
16:00	Welcome and Opening by Professor V.I. McKay	Kha Ri Gude
	<b><i>SUPPER</i></b>	
19:00	Kha Ri Gude session	Kha Ri Gude
8:15	Arrangements for tomorrow	SAQA team
8:30	Meeting of all verifiers with SAQA team	SAQA Team
<b>Saturday 2 April</b>		
8:00	Final briefing of SAB&T staff	SAQA team SAB&T staff Kha Ri Gude staff
8:30	Verification training session Signing of forms <i>Moderators to be seated in language groups in plenary hall with verifiers</i>	SAQA Team Verifiers

10:00	Verification Session 1 <i>Some language groups will now work in breakaway rooms</i>	SAQA Team Verifiers in language groups
	Tea and water is available on tap throughout the morning <i>Verifiers will indicate when their language group is to take tea as a group according to a preset roster</i>	Verifiers
12:30	<b>LUNCH</b>	
2:00	Verification Session 2	SAQA Team Verifiers in language groups
	Tea and water is available on tap throughout the afternoon <i>Verifiers will indicate when their language group is to take tea as a group according to a preset roster</i>	Verifiers
	<i>During the afternoon SAB&amp;T will address certain queries from Coordinators. Individual Coordinators will be notified by their Verifiers when it is their turn.</i>	SAB&T Verifiers
3:00	Verification Session 3	SAQA Team Verifiers in language groups
5:00	Review Session <i>In plenary hall</i>	SAQA Team
	<b>SUPPER</b>	
<b>Sunday 3 April</b>		
8:30	Verification Session 4	SAQA Team Verifiers in language groups
10:00	Verification Session 5	
12:30	<b>LUNCH</b>	
14:00	Verification Session 6	SAQA Team Verifiers in language groups
16:00	Plenary Review Session and closure of Verification component	SAQA Team
19:00	<b>Dinner</b> Presentation of Awards by SAQA	SAQA

Monday 4 April		
8:30	Kha Ri Gude session 1	Kha Ri Gude
12:30	<b>LUNCH</b>	
14:00	Kha Ri Gude session 2	Kha Ri Gude
18:00	<b>SUPPER</b>	
Tuesday 5 April		
8:30	Issues of administration	SAB&T
12:00	Closure	Kha Ri Gude staff
By 15:00	SAQA team complete coding of class size and comments data	SAQA team
By 15:00	SAB&T complete coding of verification data forms	SAB&T