

Grade 8 English First Additional Language Worksheet

The notice - read and comprehend

Read the following notice and then answer the questions:

ALL GRADE 8s

Public Speaking has started again this year. We shall be entering the Guild of Speech and Drama Teachers' Competition, which takes place in March.

We need two teams with 4 learners in each team.

Each team comprises:

a chairperson

1st speaker

2nd speaker

3rd speaker

The topic this year: Choose the title of a song and use this as an inspiration for your team.

If you are interested in participating, would you please meet at 2nd break on Tuesday 24 January in H 2.3.

WE NEED YOU!

Questions

- 1.1 Who do you think wrote this notice? (1)
- 1.2 Who is meant to read the notice? (1)
- 1.3 What does the person who wrote the notice hope to achieve? (1)

- 2.1 Why do you think Grade 8s are encouraged to enter a public speaking competition? (2)
- 2.2 Should Grade 8s participate in sports events rather than in cultural events? Give reasons for your answer. (4)

- 3.1 By looking at the example above, give the details that a notice should have. (4)
- 3.2 Should a notice be written in formal or informal English? Explain. (2)

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Suggested Solutions

- 1.1 A teacher/ the person in charge of public speaking. (1)
- 1.2 The Grade 8s? (1)
- 1.3 The person wants as many Grade 8s to participate in public speaking as possible, at the very least eight learners, so that there can be two teams. (1)
- 2.1 Public speaking is a life skill ✓; learning to speak with confidence in public will help any learner for the rest of his/her life. ✓ (2)
- 2.2 Mark on the quality of the answer. The learner should make TWO good points, well expressed for full marks. (4)
- 3.1 The audience (the people the notice is for) ✓ The subject (what the notice is about) ✓ Relevant supporting details (time, date, venue, event, etc.) ✓ What action should be taken (what the follow-up is, why the notice has been posted) ✓ (4)
- 3.2 Either formal or informal English, depending on the nature of the notice. Sometimes one form of English is appropriate, sometimes another. The writer must decide, depending on audience, purpose and context. ✓✓ (2)

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