

**higher education  
& training**

Department:  
Higher Education and Training  
**REPUBLIC OF SOUTH AFRICA**

**NATIONAL CERTIFICATE (VOCATIONAL)**

**LIFE ORIENTATION  
(First Paper)  
NQF LEVEL 2**

**NOVEMBER 2011  
(7601012)**

**20 October (X-Paper)  
09:00 – 11:00**

**This question paper consists of 9 pages.**

**TIME: 2 HOURS  
MARKS: 100**

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**INSTRUCTIONS AND INFORMATION**

1. Answer ALL the questions.
  2. Read ALL the questions carefully.
  3. Number the answers according to the numbering system used in this question paper.
  4. Use a black or blue pen only.
  5. Rule off across the page after each completed question.
  6. Start each section on a NEW page
  7. Write neatly and legibly.
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**SECTION A****QUESTION 1**

Choose a term from COLUMN A that matches a description in COLUMN B. Write only the letter (A – E) next to the question number (1.1 – 1.5) in the ANSWER BOOK.

COLUMN A		COLUMN B	
1.1	Attitude	A	values and behaviour based on the moral virtues of effort and productivity
1.2	Values	B	it means that you keep learning, doing courses and adding to your qualifications
1.3	Skills	C	they are what a person holds as important
1.4	Lifelong learning	D	one's feelings and opinions about people, ideas and situations, and how one behaves towards them
1.5	Work Ethics	E	abilities learnt through experience and training

**[5]****QUESTION 2**

Complete the following sentences by choosing the words from the list below. Write only the correct word(s) next to the question number (2.1 – 2.5) in the ANSWER BOOK.

goal; SMART; swot-analysis; objective; herpes; boundary; acne
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- 2.1 A personal ... is a rule, guideline or limit between you and another person. (1)
- 2.2 ... is an example of an STD. (1)
- 2.3 You can set and evaluate goals using the ... principle. (1)
- 2.4 A ... is used to identify threats, strengths, opportunities and weaknesses in order to achieve your goal. (1)
- 2.5 A ... describes something specific that a person wants to achieve. (1)

**[5]**

**QUESTION 3**

Various options are given as possible answers to the following questions. Choose the answer and write only the letter (A – D) next to the question number (3.1 – 3.5) in the ANSWER BOOK.

- 3.1 When a person wants to know his or her HIV status, he/she would go for a ...
- A fertility test.
  - B PAP smear test.
  - C voluntary counselling and testing (VCT).
  - D virginity test.
- (1)
- 3.2 Smoking dagga can result in the following long-term effects:
- A Mood swings
  - B Hunger
  - C Brain damage
  - D Pimples
- (1)
- 3.3 Which of the following is a personal time management tool or technique?
- A Prioritised to-do lists
  - B Clock card machine
  - C Time logbook
  - D A and C
- (1)
- 3.4 An advantage of a personal development plan (PDP) is:
- A To keep track of your progress
  - B To avoid attending training courses
  - C To block your personal goals
  - D To be less effective in your work
- (1)
- 3.5 This is ONE of the characteristics of a negative relationship:
- A Respect for opinions
  - B Empathy
  - C Honesty
  - D Lack of trust
- (1)

**[5]**

**QUESTION 4**

Indicate whether the following statements are TRUE or FALSE. Write only 'true' or 'false' next to the question number (4.1 – 4.5) in the ANSWER BOOK.

- 4.1 One of the functions of the liver is to break down waste. (1)
- 4.2 The time frame of a certain task or goal is determined by the skill and commitment of the person involved. A time frame is therefore different for each individual. (1)
- 4.3 Pneumonia is an opportunistic infection. (1)
- 4.4 Taking responsibility for something means that you acknowledge that you are not accountable for what is happening in a situation. (1)
- 4.5 The lifestyle of a drug abuser is a self-destructive one. (1)
- [5]**

**QUESTION 5**

Read the following scenario and answer the questions that follow.

Aleta, 27 years old, was a drug addict for many years. Despite her creativity at work (at an advertising agency), she was fired because of her inconsistent (not always equally good) performance.

Eventually she went for a new substance abuse treatment that continued for six months. She has now recovered. Aleta now wants to build a very different lifestyle – one that will focus on her talents and her skills and build new relationships.

One of her goals is to be reconciled (be friends with again) with her family, whom she has seen very little of over the past three years. She realises that while reconciliation is a two-way street (depends on both parties), she cannot set goals for others. Aleta knows she can only set goals for herself. She also now knows that she has to take responsibility for her actions.

- 5.1 Was the relationship that Aleta had with her family a positive or negative one? Give ONE reason for your answer. (1 + 1) (2)
- 5.2 Give ONE characteristic or quality of a positive relationship which both Aleta and her family could use to re-establish ties (connect with each other again). (1)
- 5.3 State ONE way in which Aleta can achieve her goal of reconciling (making up) with her family. (1)
- 5.4 Name TWO institutions/places where Aleta could have gone to get some assistance for her drug addiction. (2 x 1) (2)
- 5.5 Give ONE example from the scenario that shows the impact (effect) that drug addiction can have on one's life. (1)

- 5.6 List ONE physical symptom of addiction. (1)
- 5.7 State TWO ways in which Aleta can show responsibility at work. (2 × 1) (2)
- [10]**

**TOTAL SECTION A: 30**

## SECTION B

### QUESTION 6

Study the picture below and then answer the questions that follow.



- 6.1 Name TWO sources where jobs are advertised. (2 × 1) (2)
- 6.2 What job is represented in the picture above? (1)
- 6.3 6.3.1 Identify and describe TWO interview techniques which interviewers can use when they interview applicants. (2 × 2) (4)
- 6.3.2 What should you do as part of your preparation before you go for a job interview? Give TWO hints or tips. (2 × 1) (2)
- 6.4 Would you say that lifelong learning is important? Give a reason for your answer. (1 + 1) (2)
- 6.5 List TWO factors that assist personal development. (2 × 1) (2)
- 6.6 State ONE advantage of creating a career development plan. (2 × 1) (2)
- [15]**

**QUESTION 7**

Read the scenario below and then answer the questions that follow.

**Helping employees with personal woes**

As a manager, you are faced with balancing the concern and consideration you feel for your employees with the standards and requirements of the job. It is necessary to strike a balance between empathy (understanding) for your employees and the bottom line.

Your employees need to feel supported, but must also understand that they are responsible for output. Your role should be to provide as much support as necessary. This can come in the form of extra resources, careful delegation and follow through, coaching and flexibility.

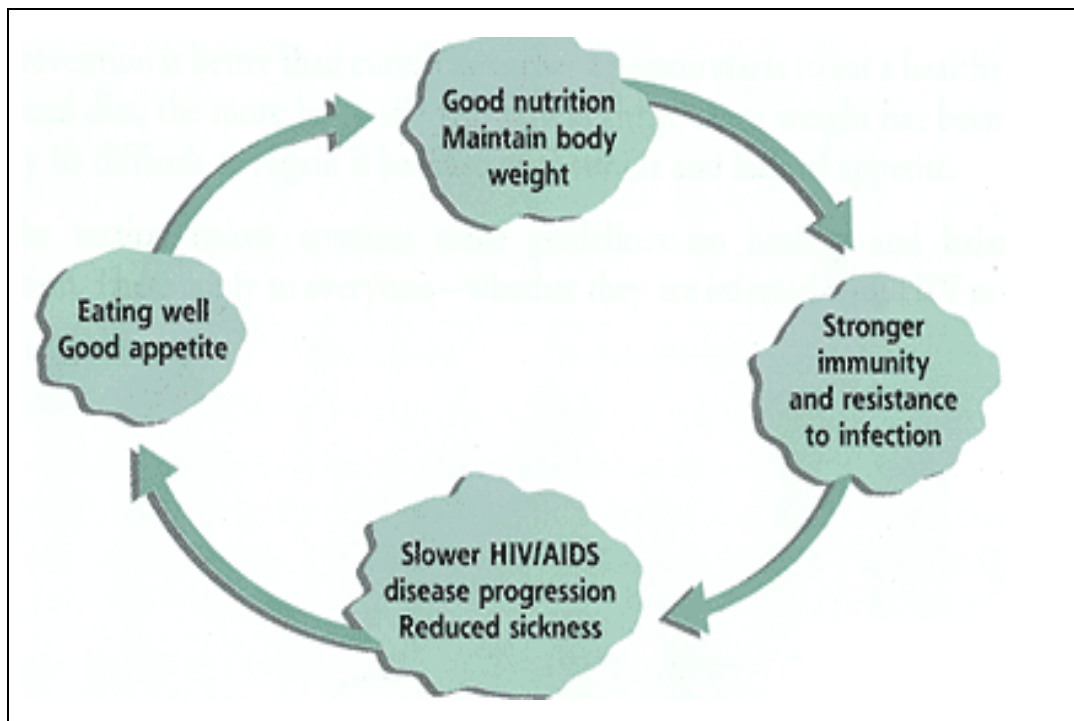
Adapted from <http://www.joanlloyd.com>

- |     |   |         |             |
|-----|---|---------|-------------|
| 7.1 | State TWO ways in which one can show commitment to one's work.                        | (2 × 1) | (2)         |
| 7.2 | Define <i>self-motivation</i> .   | (1 × 2) | (2)         |
| 7.3 | Give ONE way in which employers can motivate their employees.                         | (1 × 2) | (2)         |
| 7.4 | Explain why it is important to take responsibility for your actions in the workplace. | (1 × 2) | (2)         |
| 7.5 | Give TWO examples of work ethics.   | (2 × 1) | (2)         |
|     |   |         | <b>[10]</b> |

**QUESTION 8**

8.1 Study the diagram below and answer the questions that follow.

**LIVING WITH HIV/AIDS**



Adapted from Piwoz and Prebel, 2000

- 8.1 What does good nutrition refer to? (1 × 2) (2)
- 8.2 List FIVE food groups which form part of good nutrition. (5 × 1) (5)
- 8.3 State ONE way in which a person can maintain body weight besides through good nutrition. (1 × 2) (2)
- 8.4 8.4.1 Which TWO factors would make the immune system stronger and more resistant to further infection? (2 × 2) (4)
- 8.4.2 State THREE ways in which HIV can be prevented. (3 × 1) (3)
- 8.4.3 Name TWO common opportunistic infections that are likely to take advantage of an HIV-infected immune system. (2 × 1) (2)
- 8.4.4 Name TWO support services to which you can refer someone who is infected with HIV/AIDS. (2 × 1) (2)
- 8.5 Discuss TWO dangers of not following instructions for using medication. (2 × 2) (4)
- 8.6 Give THREE benefits that sport and recreational activities can have on your body and mind. (3 × 2) (6)

**[30]**

**TOTAL SECTION B: 55**



**SECTION C****QUESTION 9**

Read the scenario below and then answer the questions that follow.

Tessa, 23 years old, lives with her boyfriend Max, who is unemployed. They love to go out to nightclubs every weekend.

Tessa's goal is to become the Personal Assistant to the CEO of IBM by the time she is 26. To do that, she would need to complete a short course offered at night, which costs R3 000.

Tessa earns R5 000, but every month she overspends because she feels the need to buy expensive clothes, as she is a receptionist. She has accounts at many clothing shops. Tessa has been blacklisted (her name is on a list of people who can't get credit at shops) because she cannot afford to settle her accounts.

- |     |   |         |     |
|-----|---|---------|-----|
| 9.1 | Give THREE factors that could prevent Tessa from achieving her personal goals.  | (3 × 1) | (3) |
| 9.2 | Identify the time frame that Tessa has set for her medium term goal.  |         | (1) |
| 9.3 | Give Tessa THREE principles of time management which she can use in her life.   | (3 × 1) | (3) |
| 9.4 | List any TWO sports or recreational activities that Tessa could do to maintain a healthy lifestyle instead of clubbing. | (2 × 1) | (2) |
| 9.5 | Define <i>emotional wellbeing</i> .   |         | (2) |
| 9.6 | Explain to Tessa why self-motivation is important in a work context.  | (1 × 2) | (2) |
| 9.7 | How do you think Tessa's relationship with Max affected her goal achievement? Give a reason for your answer.            | (1 + 1) | (2) |

<b>TOTAL SECTION C:</b>	<b>15</b>
<b>GRAND TOTAL:</b>	<b>100</b>