

No. 944

22 September 2006

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)**

In accordance with regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

Communication Studies

Registered by Organising Field 04, Communication Studies and Language, publishes the following unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the unit standards. The unit standards can be accessed via the SAQA web-site at www.saqqa.org.za. Copies may also be obtained from the Directorate of Standards Setting and Development at the SAQA offices, Hatfield Forum West, 1069 Arcadia Street, Hatfield, Pretoria.

Comment on the unit standards should reach SAQA at the address *below and no later than 20 October 2006*. All correspondence should be marked **Standards Setting – SGB for Communication Studies** and addressed to

The Director: Standards Setting and Development
SAQA
Attention: Mr. A. Vawda
Postnet Suite 248
Private Bag X06
Waterkloof
0145
or faxed to 012 – 431-5144
e-mail: avawda@saqa.co.za

SHARMA BHIKHA
DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



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UNIT STANDARD:

1

SAQA US ID	UNIT STANDARD TITLE		
242726	Facilitate meetings/workshops effectively to achieve organisational outcomes		
SGB NAME	ORGANISING FIELD ID	PROVIDER NAME	
SGB Communication Studies	4		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Communication Studies and Language	Communication Studies	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 5	Regular

SPECIFIC OUTCOME 1

Plan and prepare for the facilitation of a meeting/workshop.

SPECIFIC OUTCOME 2

Demonstrate an understanding of the roles of a facilitator to lead and manage group interactions.

SPECIFIC OUTCOME 3

Determine and structure the rules of procedure.

SPECIFIC OUTCOME 4

Facilitate consensus from the participants about what the meeting should achieve.

SPECIFIC OUTCOME 5

Facilitate the meeting/workshop using various techniques to achieve outcomes.

SPECIFIC OUTCOME 6

Evaluate and interpret information to provide guidance towards achieving meeting/workshop outcomes.



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UNIT STANDARD:

2

SAQA US ID	UNIT STANDARD TITLE		
242727	Display versatile use of the voice for performance		
SGB NAME	ORGANISING FIELD 15	PROVIDER NAME	
SGB Communication Studies	4		
UNIT STANDARD TYPE	ORGANISING FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Communication Studies and Language	Communication Studies	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	10	Level 5	Regular

SPECIFIC OUTCOME 1

Demonstrate knowledge of the theory of voice production.

SPECIFIC OUTCOME 2

Apply the use of breath in voice production.

SPECIFIC OUTCOME 3

Develop the use of sound in voice production.

SPECIFIC OUTCOME 4

Apply articulation and resonance in voice production.

SPECIFIC OUTCOME 5

Apply vocal interpretation and improvisation in specified contexts.