



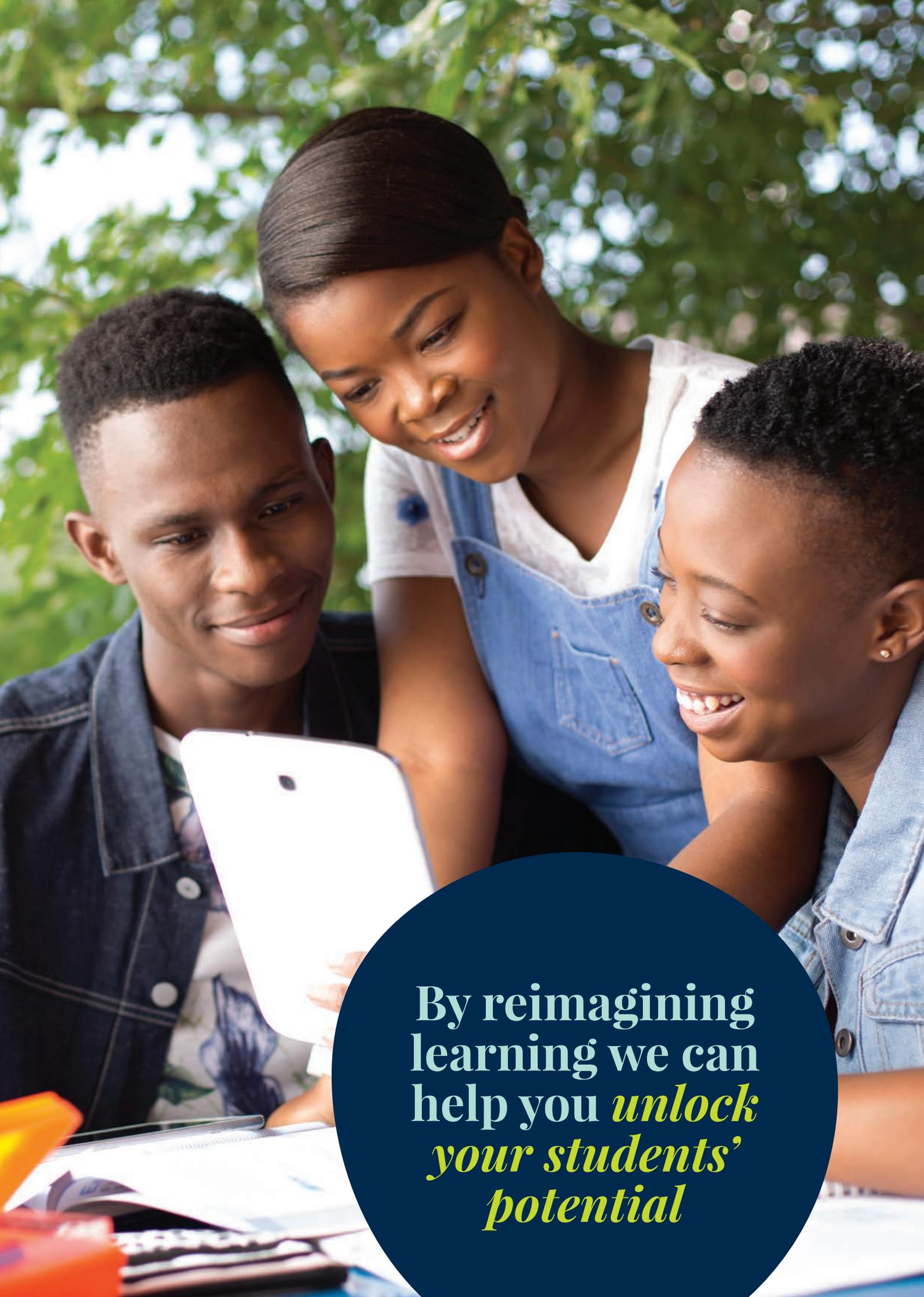
Pearson

Lead and learn

Digital Solutions | Content | Learning Services

TVET Catalogue 2018





By reimagining
learning we can
help you *unlock*
your students'
potential



Welcome to the TVET catalogue 2018

Pearson is proud to release our new Technical and Vocational Education and Training (TVET) catalogue for 2018. Here you will find out more about the range of digital solutions, content and learning services that Pearson has to offer for the TVET market.

“ The strategic departmental objective for the public TVET colleges sector is to increase access to, and improve success in programmes that lead to intermediate and high-level learning. ”

At Pearson, we're always looking to the future and for innovative ways to solve some of the challenges lecturers and students face.

Our latest range of digital solutions includes: *DigiKit*, an offline digital content library, and the *Digital Literacy Citizenship* course, an online course that provides the skills to learn and function in a digital world.

In this catalogue we will also profile our new NC(V) student books for 2018. Our expert authors have created these titles to ensure that you have the latest resources to help your students achieve success in their course.

Our lecturer guides provide support in implementing the NC(V) curriculum. To empower lecturers in the lecture room, Pearson is providing these guides to college lecturers at no cost.

Our professional development offering has been reviewed and reinvigorated with new content for 2018. Our course content is modular and can be customised to meet the specific needs of your college. The courses will provide you with the tools, techniques and training to assist you with adjusting to the challenges of teaching in the 21st century, a primary focus in all of our training.

Our diagnostic testing and assessment service helps to identify gaps in student learning with the aim of improving student performance and lecturer effectiveness.

By supporting lecturers and students, Pearson helps to develop a love of learning that will prepare lecturers for the lecture room and students for the workplace.



Reggie Mokotsi
Executive Director: Sales, Pearson



Contact us

The people that work for us care passionately about learning and are driven by the knowledge that education changes lives. Our dedicated team of Key Account Managers is able to support you and your students with the solutions you need at every stage of your learning journey.

Visit the Pearson website at za.pearson.com to identify your Key Account Manager.

Should you wish to place orders, contact your Pearson Key Account Manager or Customer Services.

If you have any queries regarding price and availability, kindly contact:

Customer Services

Tel: 021 532 6008

Email: pearsonza.enquiries@pearson.com or pearsonza.orders@pearson.com

Head Office

P.O. Box 396, Cape Town 8000

Tel: 021 532 6000

Prospective authors may submit manuscripts to pearsonza.enquiries@pearson.com

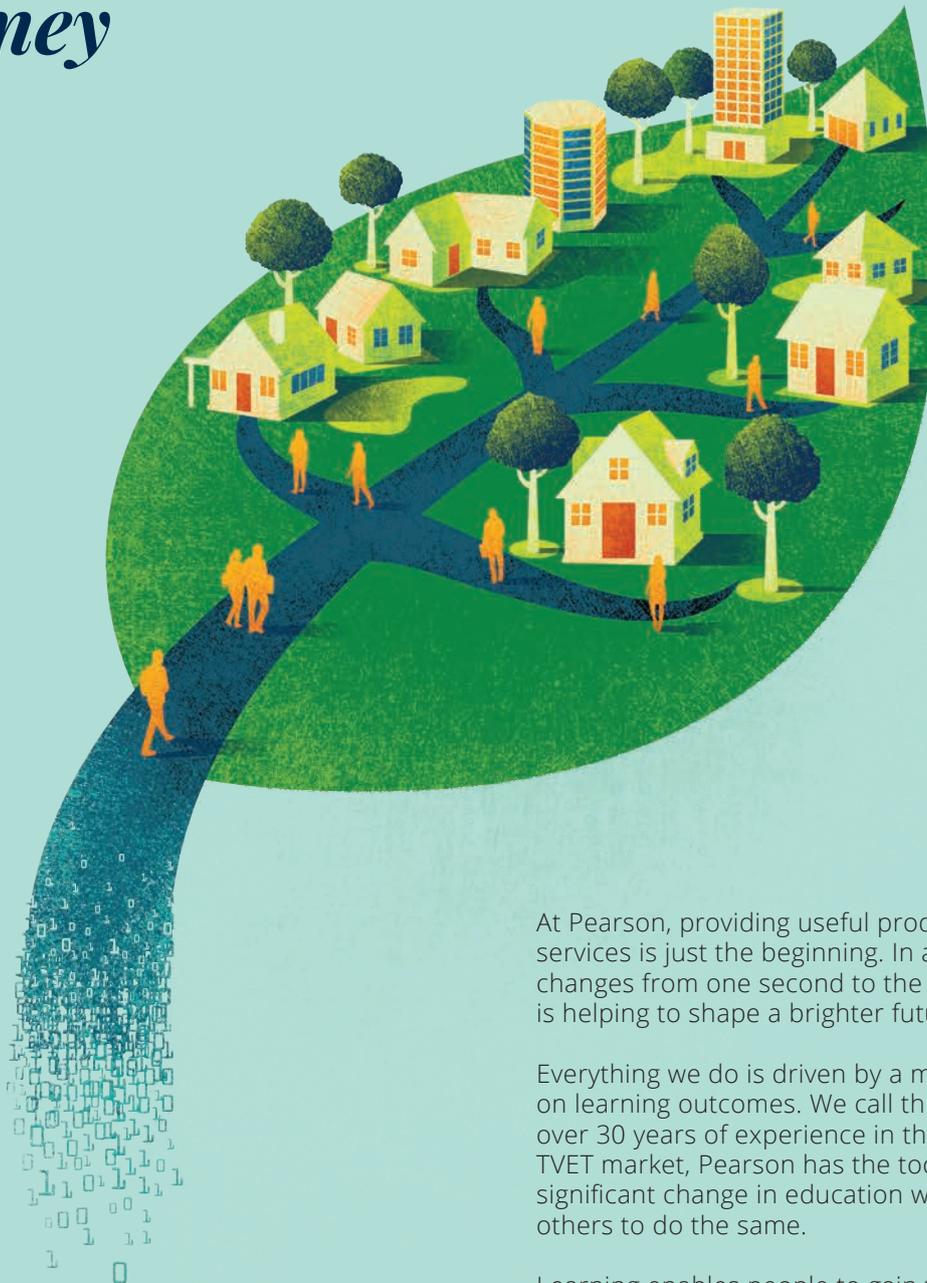
Pearson eStore

Purchase eBooks from <http://shop.pearson.co.za>

Learn more at za.pearson.com



Pearson, your partner on the *learning* *journey*



At Pearson, providing useful products and reliable services is just the beginning. In a world that changes from one second to the next, Pearson is helping to shape a brighter future for education.

Everything we do is driven by a measurable impact on learning outcomes. We call this efficacy. With over 30 years of experience in the South African TVET market, Pearson has the tools to bring about significant change in education while inspiring others to do the same.

Learning enables people to gain the skills to find a job or progress in their career, and it helps build successful communities and thriving economies. With the focus on employability and helping students become ready for the world of work, we partner with both lecturers and students to continually improve the learning materials, digital technologies and services we provide for use in TVET colleges.

Because wherever learning flourishes, so do people.

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Our learning solutions guide gives you an overview of our variety of learning solutions including content, digital solutions and services. Based on your needs, we provide solutions that are designed to enrich your teaching and engage your students.

Contact your Pearson Key Account Manager to request a presentation on any of these solutions.

Learn more at za.pearson.com



Digital Solutions

Move to a digitally connected future

Our specifically-designed and locally-relevant digital content is optimised to work across a variety of devices including smartphones, laptops, desktop computers and tablets, and is available for use online and offline.



DigiKit research project

KSD TVET college

Lecturers at King Sabata Dalindyebo (KSD) TVET college inspire learning with *DigiKit*

With their motto “Conquering through Technology” the King Sabata Dalindyebo (KSD) TVET college in Mthatha, Eastern Cape has embraced the changing landscape of South African education in order to improve the results of their students and the teaching and learning methods at the college.

KSD TVET college participated in a pilot project, at the Mthatha campus, in April 2017, to implement *DigiKit*, an offline digital content library of curriculum-aligned assets. 150 students, 10 lecturers, IT support staff and college management took part in the project.

During the project, KSD Lecturers used a laptop and projector to bring *DigiKit* into the lecture room. *DigiKit* was also accessed by students on their cell phones, as well as on desktop computers in the computer labs on campus.

The lecturers at KSD TVET implemented *DigiKit* across the Fundamentals subjects – Mathematics, Mathematical Literacy, English and Life Orientation.

Before using *DigiKit*, lecturers used the question and answer method to help students get to grips with work. They found that students would often fail to understand the questions, which led to missed learning opportunities and confusion.

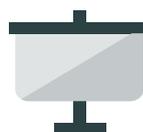
After implementing *DigiKit*, KSD lecturers would begin by introducing the content to students, then playing the videos in *DigiKit* to students, and finally they would ask students to explain what they have seen, testing their understanding of the content covered.

“ I would rate *DigiKit* 9 out of 10 because it is aligned to the curriculum from the department of Higher Education and Training. ”

– KSD lecturer

DigiKit provides lecturers and students with visually rich material and resources that give clear insights and make it easier for students to understand concepts they find challenging.

Lecturers at KSD reported that *DigiKit* helps to address the gap between the equipment for workshop practicals as required by the curriculum, and what is available in the workshop.

84% 

of students agree that DigiKit helps them prepare for workshop practicals.

91% 

of students said that DigiKit helped them to understand the content better.



DigiKit

Deliver inspiring lessons

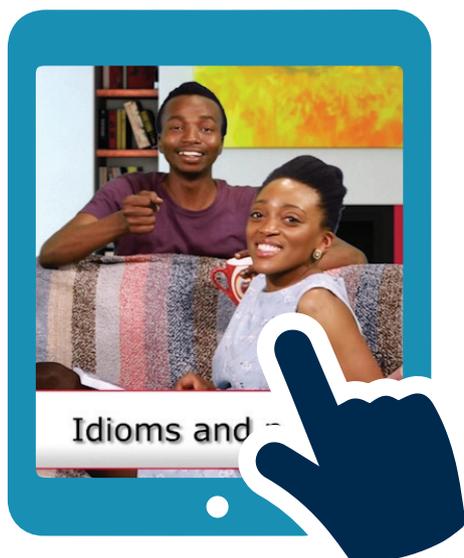
DigiKit™, from Pearson, is an offline digital content library of curriculum-aligned digital learning resources created to assist lecturers in delivering theory and practical components of the NC(V).

It is designed to help you prepare engaging lectures by providing you with high quality digital learning resources. DigiKit provides the resources you need and will help you to gain greater insight into the

material you have to teach, ultimately aiding you in becoming a more confident lecturer.

The high-quality learning resources in DigiKit are designed to help your students visualise and understand how to apply what they learn, improving performance and preparing them for the workplace.

Since DigiKit is an offline resource, it can be accessed from a mobile classroom content unit or through your college's Local Area Network (LAN) – no Internet connectivity or data required.



DigiKit resources include:

- learning material – videos, interactive drawings, scenarios, and practice worksheets.
- a how-to-guide to help you teach topics effectively.
- formative assessments to help you test student understanding.

Why use DigiKit?

- *DigiKit* provides easy access to curriculum aligned, high-quality digital learning resources that will allow you to deliver effective teaching and engaging learning.
- *DigiKit* improves access to content because resources can be accessed on Wi-Fi-enabled devices, including desktop, laptop, tablet and smartphones.
- *DigiKit* is an easy to set up, low maintenance and low-cost solution which can be delivered via your college's Local Area Network (LAN).

DigiKit specifications

- DigiKit mobile classroom content unit – Wifi access
- Built in wifi adapter
- Recommended web browser – Chrome
- wifi receiver capable of receiving 802.11b/g/n

Smartphones – minimum screen resolution requirements 540 x 960 pixels (~245 ppi pixel density)

DigiKit Integration into college LAN/WAN

- Pearson team to conduct an Infrastructure Audit to determine suitability

Subject areas available

Fundamentals

- English [NC(V) level 2 and 3]
- Mathematics [NC(V) level 2 and 3]
- Mathematical Literacy [NC(V) level 2 and 3]
- Life Orientation [NC(V) level 2 and 3]

Primary Health

- The South African Health Care System [NC(V) level 2 and 3]
- Public Health [NC(V) level 2 and 3]
- The Human Body and Mind [NC(V) level 2 and 3]
- Community Oriented Primary Care [NC(V) level 2 and 3]

Electrical Infrastructure Construction

- Electrical Systems and Construction [NC(V) level 2]
- Workshop Practice [NC(V) level 2]
- Electrical Principles and Practice [NC(V) level 2]
- Electronic Control and Digital Electronics [NC(V) level 2]

Pearson provides implementation support including an infrastructure audit, training of key staff, and content orientation to ensure *DigiKit* is effectively implemented.

Contact your Pearson Key Account Manager or Customer Services to arrange a presentation or quotation for *DigiKit* for your college (details on page 02).

Digital Literacy Citizenship

Be prepared for today's world

The *Digital Literacy Citizenship* (DLC) course is a new online course from Pearson. It is designed to support South African students, job seekers and new employees to become more digitally literate.

The *Digital Literacy Citizenship* course, provides the core skills you need to be a fully functioning citizen in our modern digital world. The more digitally literate you are, the more prepared you'll be to work, learn and play in today's world.

The content within the *Digital Literacy Citizenship* course is interactive and engaging, and includes videos, assessments and links to online content – making it fun to take the course.

The case studies and examples are all South African and relevant to the challenges faced by students and lecturers.

There are three levels of difficulty:

1. Beginner ★
2. Everyday ★★
3. Savvy ★★★

“In order to thrive in the 21st century, you have to be a savvy citizen of the digital economy or risk being left behind.”

– Leila Janah

The *Digital Literacy Citizenship* course is now SACE approved!

Six main sets of skills in the *Digital Literacy Citizenship* course:



Creating

Understand, analyse, create and use different kinds of online content



Communicating and Collaborating

Understand, evaluate and use online communication and collaboration tools and platforms



Using

Recognise different types of technologies and to be able to use them smartly



Behaving

Participate meaningfully online in a responsible and ethical manner



Evaluating

Recognise and analyse legitimate and relevant content online



Searching

Understand the most effective ways to search on the Internet





DIGITAL SOLUTIONS

eBooks

Start your digital journey

TVET colleges and lecturers across South Africa are swapping their textbooks for eBooks to facilitate engaging learning.

We provide a comprehensive range of eBooks to enhance learning in your lecture room and help your students flourish – and at a reduced price to that of the printed textbook. To make effective use of the technological tools now available to colleges, lecturers need to develop the necessary skills to use them.

To meet this need, Pearson provides Implementation and Support to lecturers who use our eBooks by providing you with the training you need to effectively begin your digital journey.

Our range includes titles in various subjects, including Engineering, Primary Health, Fundamentals and more at NC(V) levels 2, 3 and 4, as well as Report 191 titles.

Using the same material as the full textbook, our eBooks are downloaded to your students' PCs, laptops or tablets, and are accessible both offline and online through the free once-off downloadable VitalSource Bookshelf app.

Learn more about our eBooks at <http://shop.pearson.co.za>



MyLab and Mastering

Breakthrough to improving results

As the world's leading collection of online homework, tutorial and assessment products, *MyLab™ & Mastering™* is trusted by over 11 million students around the world. In South Africa, more than 100 000 students have used *MyLab & Mastering* to help them flourish.

MyLab Foundational Skills

To help students reach the heights they are destined for, it is important for you to help them build a solid foundation, which they can use as a platform to launch from.



We developed *MyLab Foundational Skills* to help lecturers fill the gaps where employers are experiencing shortcomings.

MyLab Foundational Skills is a complete online mastery-based resource that allows for assessing the college- and career-readiness skills in reading, writing and maths, ultimately making students more employable when they graduate from college.

*Statistics SA

**Ready for Work, Employability Summit, 2016

By offering a rich environment of pre-built or customised assessments, personalised learning plans and highly interactive learning activities, the system enables students to master skills at their own pace. Through the use of *MyLab Foundational Skills*, students become actively engaged in their own learning processes and break traditional barriers associated with learning at their own pace.

The system provides students with instant feedback and because each *MyLab Foundational Skills* learning path includes competency-based learning activities that are designed to help them build confidence and proficiency in specific skills, they can overcome stumbling blocks and flourish in their chosen career path.

MyLab IT

***MyLab IT™* offers high-quality Microsoft Office instruction, training, and assessment activities delivered in an authentic learning environment.**

One of the cornerstones of being career ready is being digitally literate. We developed *MyLab IT* to be the most innovative and personalised way in which to teach and learn digital literacy, as well as the Microsoft Office productivity skills that students need for university and career success.

MyLab IT offers quality content, developed by practising IT educators that can effectively integrate into training and assessment exercises to enhance students' knowledge of Microsoft Office applications and computer concepts. By doing this, we can equip them with the skills and know-how they will need to flourish in the workplace.

Learn more at:

www.pearsonmylabandmastering.com



DIGITAL SOLUTIONS

Implementation and support

Implementation support to help you go further

At Pearson, we believe that by empowering you, the lecturer, your students will flourish. Giving you proper and comprehensive support is as important to us as providing you with quality content.

We offer support and implementation to ensure that you are supported throughout the process of implementing your digital solutions and are trained in both the technical capabilities of our solutions and the best practice in teaching with them.

Customer Services

Our Customer Services team is ready to help you with any printed book questions, access code and student or lecturer registration requests.

Contact Pearson Customer Services on 021 532 6008 or email: pearsonza.enquiries@pearson.com





Content

Expert content for you
and your students

We only work with respected educators and practitioners to author our books and support material. Our authors know and understand the South African TVET curriculums, which helps them in creating our industry-leading content that guides college students on their learning path towards success.



Our expert authors

Inspire a curiosity to learn

At Pearson, we only work with trusted and respected authors to write content for our course material.

Sean Bezuidenhout is a Pearson author and an industry expert currently working as a Technical Service Manager for Dell Technologies, ensuring that they deliver excellent customer experiences to their clients.

Sean recently authored *Introduction to Information Systems NC(V) level 2*. Due to Information Technology and Computer Science fast becoming sought after qualifications, Sean sees computer skills being taught to school kids from the first day of official schooling. He also believes that it will not be a subject by itself but rather integrated into all other subjects. Digital platforms are expanding all the time and he envisages digital textbooks with revision, additional content and test exams available anytime.

Sean wrote *Introduction to Information Systems NC(V) level 2* to help students develop a solid foundation from where it is easier for them to come to grips with the course material. His textbook breaks down highly technical terms and ideas into easily understandable concepts, which build on each other through the course of the book to help develop a full understanding of the coursework.

He believes that if students develop the ability to think out of the box, they will be able to flourish within the field of Information Technology and Computer Science.

Teaching and using this textbook for the past two years has inspired Sean to continue evolving the book, due to the difference the book has made to the students.

“ Logical thinking and problem-solving skills combined with a curiosity to find new and innovative ways of doing things are a good combination. ”

– **Sean Bezuidenhout**
Author: *Introduction to Information Systems level 2*

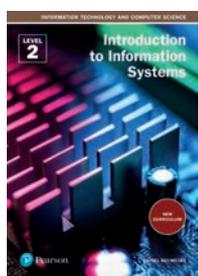
Introducing our *new approved titles*

We are proud to introduce our latest titles for Office Administration, Information Technology and Computer Science, and the Safety in Society programmes – designed to support lecturers to make a measureable impact on learning.





Information Technology and Computer Science



Introduction to information Systems level 2

Author: Rachel Bey-Miller
Sean Bezuidenhout
ISBN: 9781485702177

Office Administration



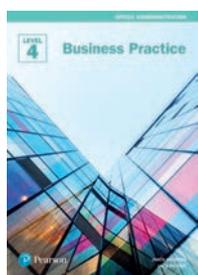
Office Data Processing level 3

Authors: Alinda Viljoen
Rene Meyer
ISBN: 9781776102471



Office Practice level 4

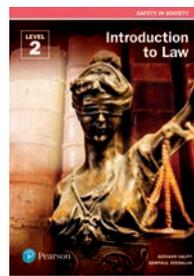
Authors: Ulrike Hill
Neeltje du Plessis
Nicolene Peens
ISBN: 9781776102259



Business Practice Level 4

Authors: Jaco Du Toit
Janus Synders
ISBN: 9781776102266

Safety in Society



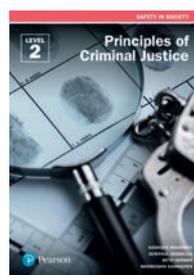
Introduction to Law level 2

Authors: Adriaan Haupt
Seepaul Seebaluk
ISBN: 9781485702054



Introduction to Governance level 2

Author: Siddique Mahomed
ISBN: 9781485702078



Principles of Criminal Justice level 2

Authors: Siddique Mahomed
Seepaul Seebaluk
Beth Horner
Merroshni Kanniapen
ISBN: 9781485702061

“Theory is cemented when you are able to physically apply that knowledge.”

– Sean Bezuidenhout
Author: *Introduction to Information Systems level 2*

All titles available January 2018

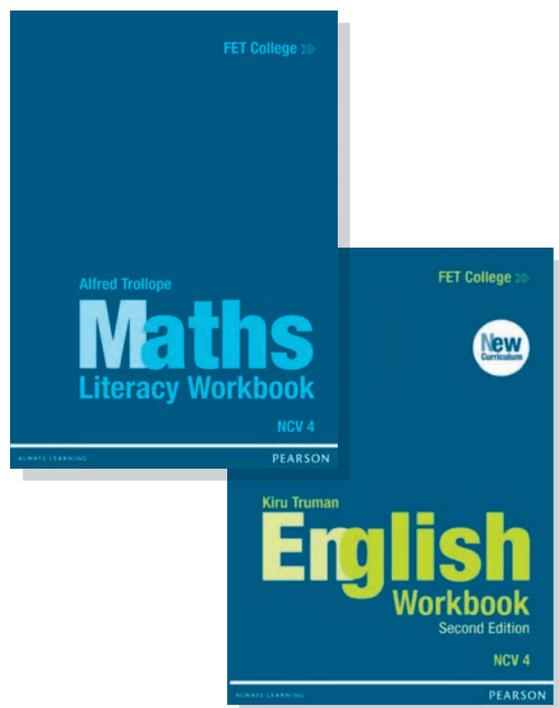


Explore our *Fundamentals* *workbooks*

Students often need a bit of extra support during the stressful time leading up to their exams. By helping them get used to the format of exams and the type of questions normally asked, you can help students along on their journey of exam preparation.

Our Fundamentals workbooks provide students with examples of what real world exams look like and the typical examination questions they can expect. The assessments cover the content in the student book and give students a chance to practise important skills in a systematic way, making sure they are comfortable with the work they will be tested on.

The workbooks can be used alongside any approved NC(V) textbook in the lecture room or bundled with any Pearson textbook.





CONTENT

Lecturer guides

Our lecturer guides facilitate the learning experience by supporting the implementation of the new curriculum. They provide the answers to all exercises and activities from the textbook and are structured from easy to difficult to allow students to grow systematically.

In order to support TVET college lecturers deliver effective education, Pearson will be providing our lecturer guides at no cost to prescribing lecturers.

Dictionaries

Express yourself with confidence

Words have the power to connect people, to convey messages that uplift and inspire. Words can unlock countless possibilities.

Pearson is built on words, and with each new edition of Longman Dictionaries, we conduct extensive research into what lecturers and students need from their student dictionaries.

Each new edition uses the latest technology to ensure that it provides every possible support. By doing this, we help all of our users in their quest to communicate confidently in English.

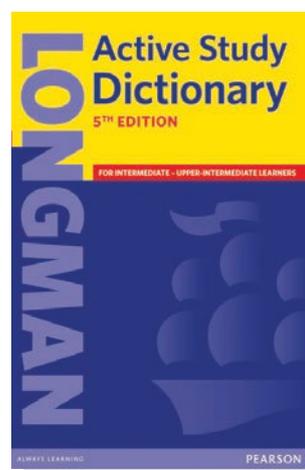
Why Longman Dictionaries?

- Easy to understand: We write our dictionaries with definitions based on the Longman defining vocabulary, which is easy to understand.
- They include 2 000 of the most common words in English and their definitions.
- Real English: Longman Dictionaries are compiled using the Longman Corpus Network – a large database of 330 million words from a wide range of real world sources.

Longman Active Study Dictionary

This dictionary is ideal for learners of English as a First Additional Language at TVET colleges.

- Over 45 000 words and phrases are defined in clear, accessible language.
- Colour photographs appear throughout.
- A CD-ROM version is available with added photographs, sound and video clips.



Longman Active Study Dictionary and Interactive CD-ROM

ISBN: 9781408232361



Learning Services

Services to support your
professional development

We help you bring your lectures to life by providing you with the support you need to come to grips with the course material you have to teach and with how to best use technology to enhance the lecture room.



Improve your skills to *teach with technology*

Robert Mabasa, Pearson facilitator of the *ICT in Education* programme says that through the use of ICT, learning can take place anywhere anytime. Robert says that students in TVET colleges are often custodians of technology and that we need to bridge the gap between what the student knows and what the lecturer can deliver.

Sifiso Mtshali an ICT specialist who attended Pearson's *ICT in Education* course said that if lecturers get more experience using technology in their teaching then the classroom will be more interesting for the students, and lecturers will be able to use the resources that are sometimes found on campuses, but which they are often too afraid to use.

At Pearson, we equip you with the skills and knowledge to effectively achieve your goals – to positively influence success and employability.

“Pearson’s *ICT in Education* lecturer training course makes teaching, presenting, and searching, easier and effective, promoting skills.”

– TVET Lecturer

Contact us for a needs analysis and a personalised quotation.





Professional Development

Lead in the lecture room

Centered on the professional development of South African lecturers, our customisable courses focus on equipping you with the knowledge and skills to provide your students with what they need on their learning journey.

Our featured courses are *ICT in Education*, *Accessing the Language of Learning and Teaching using the SIOP® model*, and *21st Century Skills*. Through *MyPearson app*, we offer you, the TVET lecturer, support to improve your skills.

The *ICT in Education* programme is designed to guide you to effectively integrate technology into your lecture rooms, creating engaging environments where students can flourish.

The *21st Century Skills* course builds lecturers' ability to integrate 21st century skills, tools, and strategies into lecture-room practice. The course enables lecturers to integrate the "Five Cs" – Collaboration, Communication, Critical Thinking, Creativity, and Cross-Cultural Competence – within the existing curriculum.

Based on 15 years of research, our course, *Accessing the Language of Learning and Teaching using the SIOP® model*, provides lecturers with the training and support you need to teach content to students while developing their language skills (reading, writing, speaking) in the language of instruction.

MyPearson app offers you resources that can be used to develop your skills and create more engaging lecture rooms. Download MyPearson app to get access to training support materials, lecturer resources and tools, industry news and articles, and much more. Visit the Google Playstore or Apple App store to download My Pearson app.

Pearson is a SACE-endorsed training provider. Our courses are accredited by the following bodies: the Education, Training and Development Practices (ETDP) SETA, as well as the Media, Information and Communication Technologies (MICT) SETA.

To find out more about any of our courses, visit za.pearson.com



ICT in education

Embrace a new way of learning

Integrating technology into your institution can be both daunting and exciting. To aid you and your college in your transition to digital learning, we offer you the opportunity of professional development through our *ICT in Education* courses. These courses are designed to guide you to effectively integrate technology into your lecture room, creating engaging environments where students can flourish.

ICT training can do the following for you:

- Improve the effectiveness of your teaching through appropriate use of technology in the lecture room.
- Offer hands-on tools (practical course material) that can be immediately applied in the lecture room.
- Help you to simplify and enhance your student assessments with valuable technology tools.
- Enable your college to effectively integrate ICTs into your learning programmes.

“Attending this course has taught me that there are technologies that I have within my reach that I can incorporate in the lecture room.”

– Mokoena Kedibone

Lecturer, South West Gauteng TVET College

Our experts developed the *ICT in Education* programme specifically with South African lecturers and colleges in mind. *ICT in Education* consists of three courses, covering several modules. Each module is six hours long.

ICT in Education course details

- Course 1 – *ICT in Education* (Introduction)
- Course 2 – *ICT in Education* (Intermediate)
- Course 3 – *ICTs for Leaders: Leading and Driving the Change* (Advanced)

View the full course list at za.pearson.com

Diagnostic Assessment

Test and improve your students' skills

Our diagnostic assessment and intervention service helps you to test your students' curriculum knowledge and skills, and identify their development areas, so that they can improve their end-of-year exam results at NC(V) levels 2, 3 and 4.

The structure of the test enables you to:

- Diagnose conceptual gaps in Mathematics and English so that learning plans can be drawn up to address the gaps.
- Provide detailed reports to management regarding student performance.
- Give detailed feedback to students on their own performance.

Why use our diagnostic assessments and intervention service at your TVET college?

Our tests provide early objective information which enables you to intervene at a student level, class level or campus level. It allows you to know with confidence exactly what each of your students need, in order to succeed.

Customised intervention strategy

Based on the results of the diagnostic reports, our experts are able to design a custom intervention strategy that targets each student's development areas.

Our intervention specialists can work with your lecturers to implement the intervention strategy. Alternatively, our intervention specialists can work directly with your students in face-to-face sessions on your campus to address the gaps and improve sub-skills.

Our intervention service is available for Mathematics and Mathematical Literacy.

Tests available:

- English [NC(V) levels 2, 3 and 4]
- Mathematics [NC(V) levels 2, 3 and 4]
- Mathematical Literacy [NC(V) levels 2, 3 and 4]

“ With Pearson's diagnostic assessment we get to know our students on an individual basis. ”

– **Mapula Matlala**
Mathematics lecturer, Sekhukhune TVET college

A young man and woman are looking at a smartphone together. The man is on the left, wearing a white shirt, and the woman is on the right, wearing a colorful patterned shirt. They are both smiling and looking at the phone. In the background, there is a book with the word 'PATHWAYS' visible on its cover. A dark blue circular graphic is overlaid on the bottom left of the image, containing the text 'Our innovative solutions open up a world of learning'.

Our innovative
solutions open
up a *world of*
learning

Contact us

Should you wish to place orders, contact your Pearson Key Account Manager or Customer Services.

If you have any queries regarding price and availability, kindly contact:

Customer Services

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Email: pearsonza.enquiries@pearson.com or pearsonza.orders@pearson.com

Head Office

P.O. Box 396, Cape Town 8000

Tel: 021 532 6000

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