

# TVET Catalogue

Digital Solutions | Content | Learning Services



Pearson

# Contents

## INTRODUCTION

Welcome to the Pearson TVET catalogue	1
Pearson solutions	2
Our Learning Solutions Guide	3

## DIGITAL SOLUTIONS

MyLab	5
MyLab IT	7
MyLab Foundational Skills	7
eBooks	8
Preparing for digital learning at your institution	10
Digital Literacy Citizenship Online	12

## CONTENT

Our expert authors	15
Report 191/Nated titles	16
New Report 191/Nated titles for 2021	17
Business Studies	17
Electrical Engineering	17
Civil Engineering	17
Mechanical Engineering	17
Best-selling Report 191/Nated titles	18
Business Studies	18
Engineering Studies	18
Mechanical Engineering	19
Civil Engineering	19
Electrical Engineering	19
NC(V) Titles	20
Best-selling NC(V) titles	20
Information Technology and Computer Science	20
Safety in Society	20
Fundamentals	20
Electrical Infrastructure Construction	21
Engineering and Related Design	21
Marketing	21
Finance	21
Supplementary titles	22
Workbooks	22
Study Guides	22
Exam Practice Books	23
Dictionaries	23
Atlases	23

## LEARNING SERVICES

Professional development	25
21st Century Skills	26
ICT in Education	26
Digital Literacy Citizenship Online	26
Custom Content Training	26
What we're working on	27
Planned Report 191/Nated titles	28
Business Studies	28
Engineering Studies	28

# Welcome

## to the Pearson TVET catalogue

**Here you will find out more about the range of digital solutions, content and learning services that Pearson has to offer.**

For many people, if education is the *what*, employment is the *why*. Good jobs and careers transform individual lives, bring stability to communities, and help economies flourish. Building a stronger connection between education and employment or entrepreneurship can provide a means to solve many of the world's biggest problems.

At Pearson, we're always looking to the future and for innovative ways to solve some of the challenges lecturers and students face. Providing great products and services is just the beginning. It's important for us to know that they are making a measurable impact on learning outcomes and provide students with the skills and knowledge they need to succeed in the workplace.

We know from our own research on the Future of Skills, and the work of many others, that the combination of skills needed for success in the future will be different from what's expected today.<sup>1</sup>

Technology, automation, globalisation and an unpredictable political environment are affecting everything about our world – especially work and education. Importantly, the job titles we hold and the industries that we work in are not likely to be dramatically different from those we would recognise today. However, new skills will be required to be successful in those roles.

What this means is that we have an opportunity to reconfigure job roles, and rethink education, to equip ourselves and our students with the skills to succeed and make learning more accessible.

For us, the future's already begun. It's a future full of powerful challenges and exciting opportunities.

1. Bakhshi, H., Dowling, J., Osbourne, M. A., & Schneider, P. (2017). *The Future of Skills: Employment in 2030*. London: Pearson. Available from [futureskills.pearson.com](https://www.pearson.com/futureskills)

*Together*  
we can help make it  
a successful future for  
the millions of students  
who will make real  
progress in their lives  
through learning

# Pearson solutions

## Unlock your future with learning

Our learning solutions guide gives you an overview of our learning solutions, designed to enrich your teaching and engage your students. It illustrates how we can build an ecosystem to meet the needs of students and assist you, the lecturer, to help them develop the skills needed to secure employment, be productive in the workplace or as an entrepreneur, and make progress in their careers.



agree that a **degree or certificate from a vocational college or trade school** is more likely to result in a good job with career prospects, than a university degree



86%

think that they need to **develop their soft skills** – such as critical thinking, problem-solving & creativity



94%

agree that workers will need to **improve uniquely human skills** – such as creative thinking, reasoning & collaboration

Statistics source: Pearson. (2019). *Global Learner Survey*.

Our research highlights four key areas that contribute towards student employability. These include both *productivity* competencies – the skills, knowledge and attributes that make individuals productive in the workplace – and *transitional* competencies, which enable individuals to secure employment and make progress in employment.

### Core academic competencies

A solid foundation of literacy, numeracy, and digital fluency are essential. Regardless of the field of study we pursue, there are few opportunities open to us without these competencies.

### Occupational competencies

Skills related to a specific job, like nursing skills if you want to be a nurse, or coding if you want to be a programmer, have become equally as important as traditional core academic skills.

### Personal and social capabilities

This is how we refer to 'soft skills' or '21st century skills', such as, critical thinking, creativity, communication, collaboration, self-management, social responsibility and leadership.

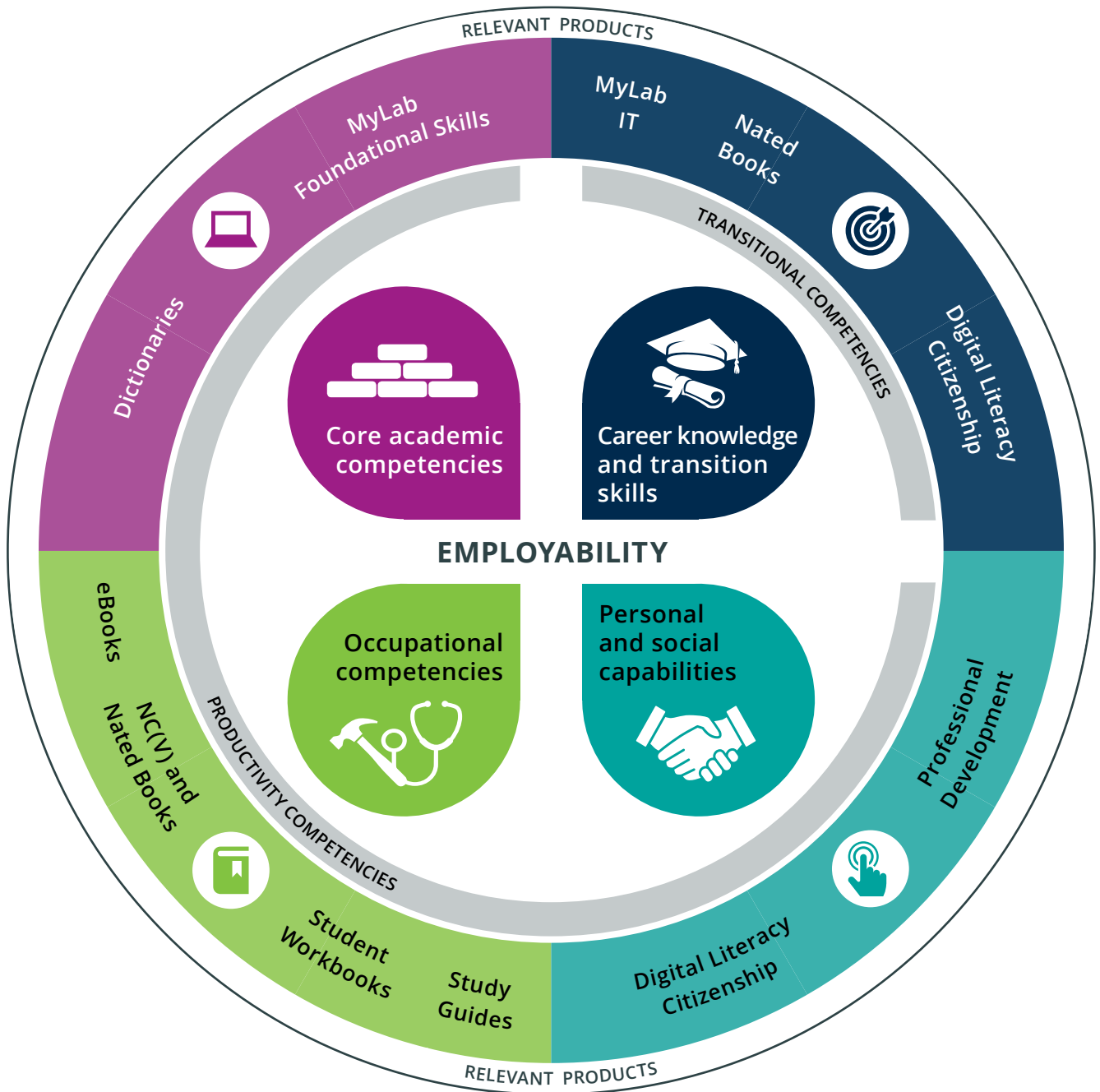
### Career knowledge and transition skills

These are the skills students need to transition and transfer what they do in college and work experience to their futures. For example, how to showcase credentials and accomplishments, how to brand yourself, and how to develop a presence on social media.

Source: Pearson. (2019). *A journey, not a destination: What we mean when we talk about employability*.

# Our learning solutions guide

We offer practical guidance for educators and students on how to make progress towards enhancing skills needed for the future world of work.



Giving you comprehensive support is as important to us as providing you with quality content. Our knowledgeable Key Account Managers can help you determine which Pearson products and services are right for you and your students. We offer support to ensure successful implementation of our learning solutions.

Speak to your Key Account Manager today.

# Digital Solutions

**Move to a digitally connected future**

Our 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.

# MyLab

## Engage your students with a flexible online learning solution

***MyLab* is a leading collection of online homework, tutorial, and assessment products designed with a single purpose in mind – to improve the results of all students.**

Designed for specific courses, each *MyLab*™ offers a rich environment of pre-built or customised assessments, personalised learning plans and highly interactive learning activities.

Because *MyLab* gives personalised, instant feedback, students can learn from their mistakes, learn the necessary skills and become better prepared for the workplace.



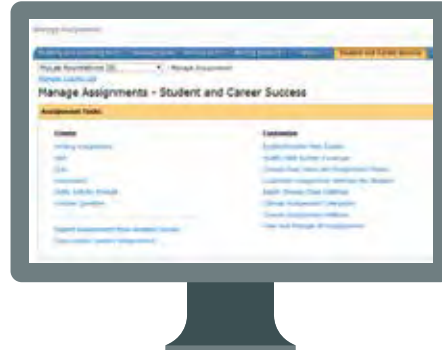
# Breakthrough to improving results

Designed with you, the lecturer, in mind, *MyLab* features the tools you need to make your lectures as engaging and efficient as possible.



## Comprehensive course content

Filled with a wealth of content that is integrated with your textbook, *MyLab* lets you easily add, remove or modify existing instructional material. You can add your own course materials. In short, *MyLab* lets you teach exactly as you'd like.



## Homework and test manager

You create and manage online homework assignments, quizzes, and tests that are graded automatically. You can choose from a wide range of assignment options. The bottom line, *MyLab* means less time grading and more time teaching.



## Scalable and shareable content

*MyLab* enables you to manage multiple classes, and lets other instructors copy your settings so a standardised syllabus can be maintained across your department.



## Robust gradebook tracking

The online gradebook tracks your students' results on tests, homework, and practice exercises. You can document and measure your student's learning outcomes and export grades to a spreadsheet programme.



## Reporting Dashboard

View, analyse, and report learning outcomes clearly and easily. Get the information you need to keep your students on track throughout the course, with the new Reporting Dashboard.



## Learning Management System (LMS)

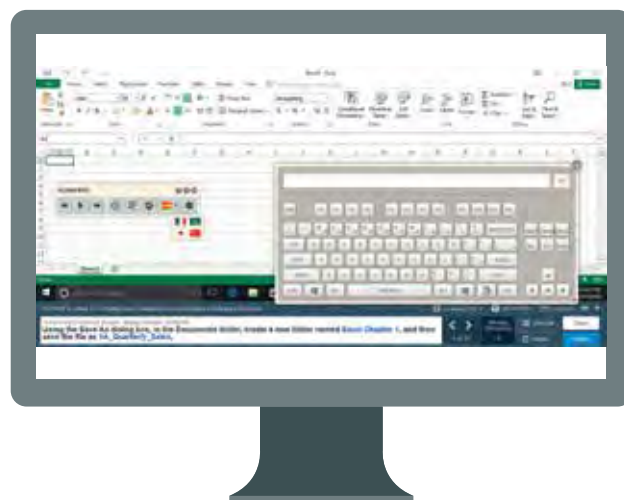
You can now link from your institution's LMS to *MyLab*. Access assignments and schedules, transfer grades with ease, and link to *MyLab* content from within various LMSs.



## MyLab IT

*MyLab IT* is an innovative way in which to teach and learn digital literacy and Microsoft Office skills that students need for career success.

- Cloud-based, high fidelity HTML5 Microsoft Office simulations provide learning with realistic skills-based training and assessment.
- Instructors can assign projects that students complete live in Microsoft Office applications and submit for immediate grading.
- Align projects with your course outcomes and learning objectives by creating projects from scratch or edit existing ones.



*MyLab IT* supports learning in subjects such as Life Orientation and Introductory Computer Practice N4 to N6.

## MyLab Foundational Skills

*MyLab Foundational Skills* builds proficiency in Numeracy and English skills ensuring that students have the best possible chance of success in their post-schools studies.

- A pre-assessment generates a personalised learning path for each student.
- The learning path indicates areas of proficiency for each content area and offers direct links to the specific topics where skill building is needed.
- Competency-based learning activities help students master specific skills; listening, reading, writing, Maths and study skills.



*MyLab Foundational Skills* supports learning in subjects such as NC(V) Mathematics, English and the Pre-Vocational Learning Programme (PLP).

# eBooks

## Let technology deliver new ways to learn

**Colleges and lecturers across South Africa are adopting eBooks to facilitate engaging learning.**

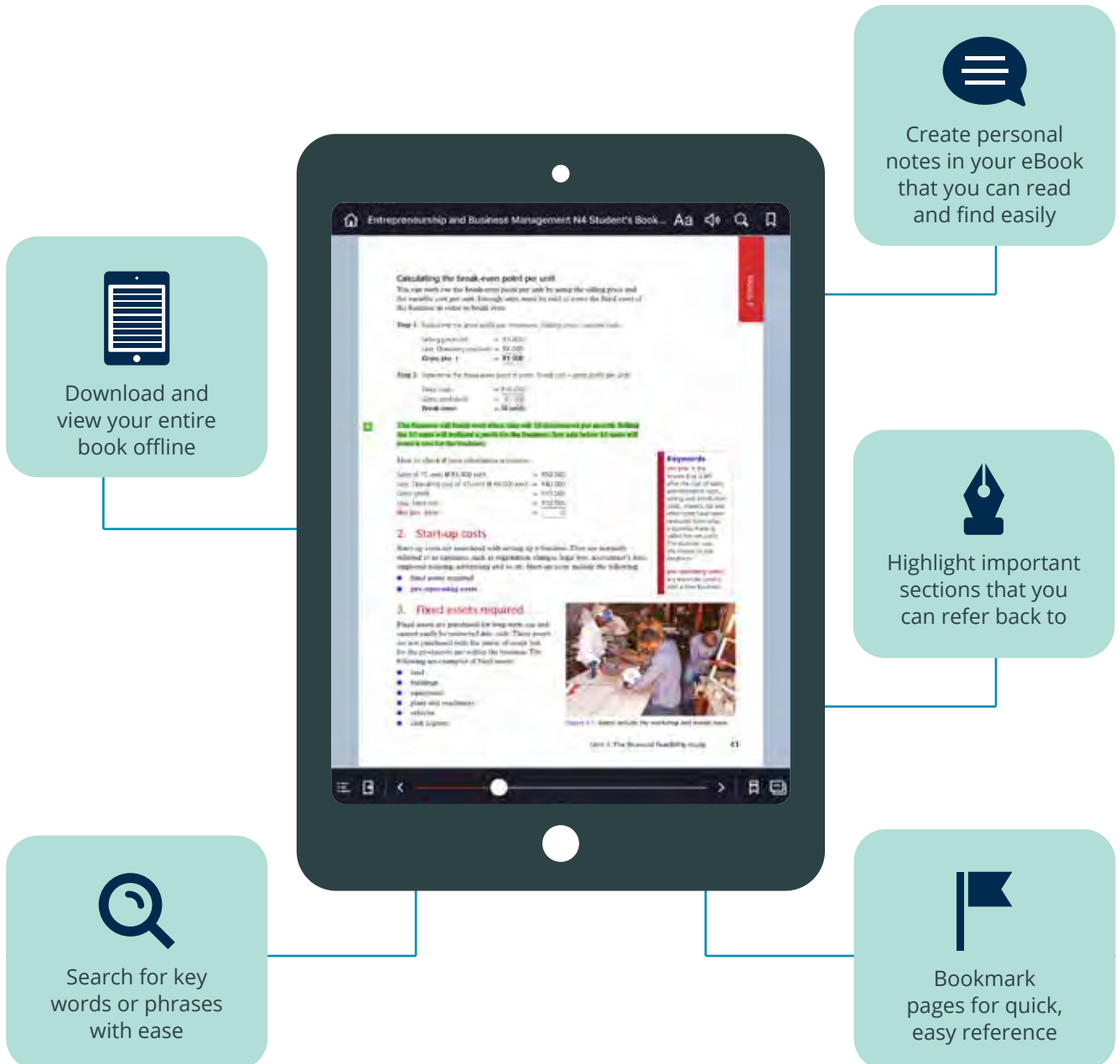
To facilitate engaging learning, lecturers across South Africa are making the switch from traditional textbooks to eBooks.

Pearson offers a comprehensive range of eBooks for NC(V) and Report 191/Nated titles, to effectively support the teaching and learning process.



# Start your digital journey

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.



We can help you determine which eBooks are right for you and your students. Our dedicated implementation and support team make it easy to set up an eBook platform at your institution. We provide post-implementation support and training, if needed.

Browse and purchase eBooks at [shop.pearson.co.za](https://shop.pearson.co.za)

# Preparing for digital learning at your institution

Before implementing eBooks at your institution, there are a few things to keep in mind



Ensure your institution's Internet connection can support the technology.



Ensure your network is secure and security measures are put in place.



Develop a mobile device policy to define what is and what is not acceptable behaviour.



Understand eReader applications and device specifications needed.

## eReader applications

### Understanding eReader applications

An **eReader application** lets you download and view eBooks on your tablet, mobile phone or laptop. It needs to be downloaded from



and installed on your device. It acts like a bookshelf, from where you can access your eBooks and allows you to use a suite of tools on your device to perform certain actions.

Your device needs to meet minimum technical specifications because eReader applications work only on specific operating systems. That is why it is important to understand the technical specifications of the devices you will be using.

Pearson has partnered with various vendors to provide an optimal eReader application experience for you and your students. These vendors are also multi-publisher suppliers that sell Pearson eBooks.

### eReader features

eReader applications provide you with the following features

- Connectivity needed to login and download eBook
- View book offline
- Search for keywords
- Create personal notes
- Highlight
- Bookmark pages
- Sync when online
- Citations
- LMS Integration
- Accessibility



## How to purchase eBooks from Pearson

### Pearson eStore

Purchase eBooks via Pearson eStore. Recommended for purchases of up to 30 licenses. Browse and purchase eBooks at [shop.pearson.co.za](http://shop.pearson.co.za)

### Pearson Customer Orders

Place your order for eBooks via Pearson Customer Orders Department. Recommended for purchases of more than 30 licenses. Discounts negotiable with Pearson Key Account Manager but dependent on quantity.

### Multi-publisher suppliers

VitalSource, Snapplify, Kortext, ITSI and Van Schaiks are multi-publisher suppliers that sell our eBooks. Purchase directly from their platforms.

### Learning Management System

Institutions with an LMS can purchase eBooks and integrate directly with their LMS. Please speak to your Pearson Key Account Manager.

## Support and implementation

Your Pearson Key Account Manager is available to assist you and help you determine which eReader application and purchasing option is right for you and your students and how best to implement eBooks at your institution.

Speak to us about implementing eBooks in your institution.



# Digital Literacy Citizenship

Be prepared for today's world

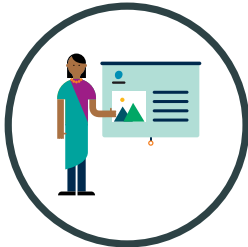
**A new online course designed to support students and lecturers to become more digitally literate.**

With more work than ever before happening online, possessing the skills and tools to work on digital platforms is no longer only an advantage but has become vitally important.

The *Digital Literacy Citizenship* course provides the core skills you need to be a fully functioning citizen in our modern digital world.

# Content framework

In completing this course, students will learn what it means to CREATE digital content, COMMUNICATE and COLLABORATE online, USE digital technology safely and effectively, BEHAVE appropriately, competently EVALUATE online activity and SEARCH the internet efficiently.



## Intro

Understand the concept of digital citizenship and digital literacy.



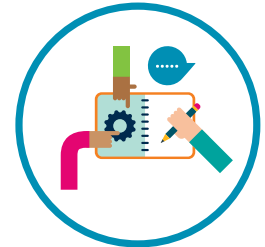
## Create

Learn how to analyse, create and use different kinds of online content.



## Communicate

Learn how to evaluate online communication tools and platforms.



## Collaborate

Learn how to use online collaboration tools and platforms.



## Use

Learn how to recognise different types of technologies and to use them smartly.



## Behave

Learn how to participate online in a responsible and ethical manner.



## Evaluate

Learn how to recognise and analyse legitimate and relevant content online.



## Search

Learn how to search effectively on the Internet.

Exploring and experimenting is treated as a golden thread and runs through all seven sections, while legal and ethical issues are also included.

## Content in the course is interactive and engaging, and includes:

- pre-assessments
- content presentation
- practical and interactive activities
- animations and videos
- relevant case studies and examples



The *Digital Literacy Citizenship* course is SACE approved and lecturers can earn CPTD points.

See page 26 for more details.

# Content

## **Expert content for you and your students**

At Pearson, we constantly strive to improve our offering to produce the best teaching and learning resources for lecturers and students. We're proud to produce a range of successful titles, designed to meet the needs of the Report 191/Nated and NC(V) curriculum.



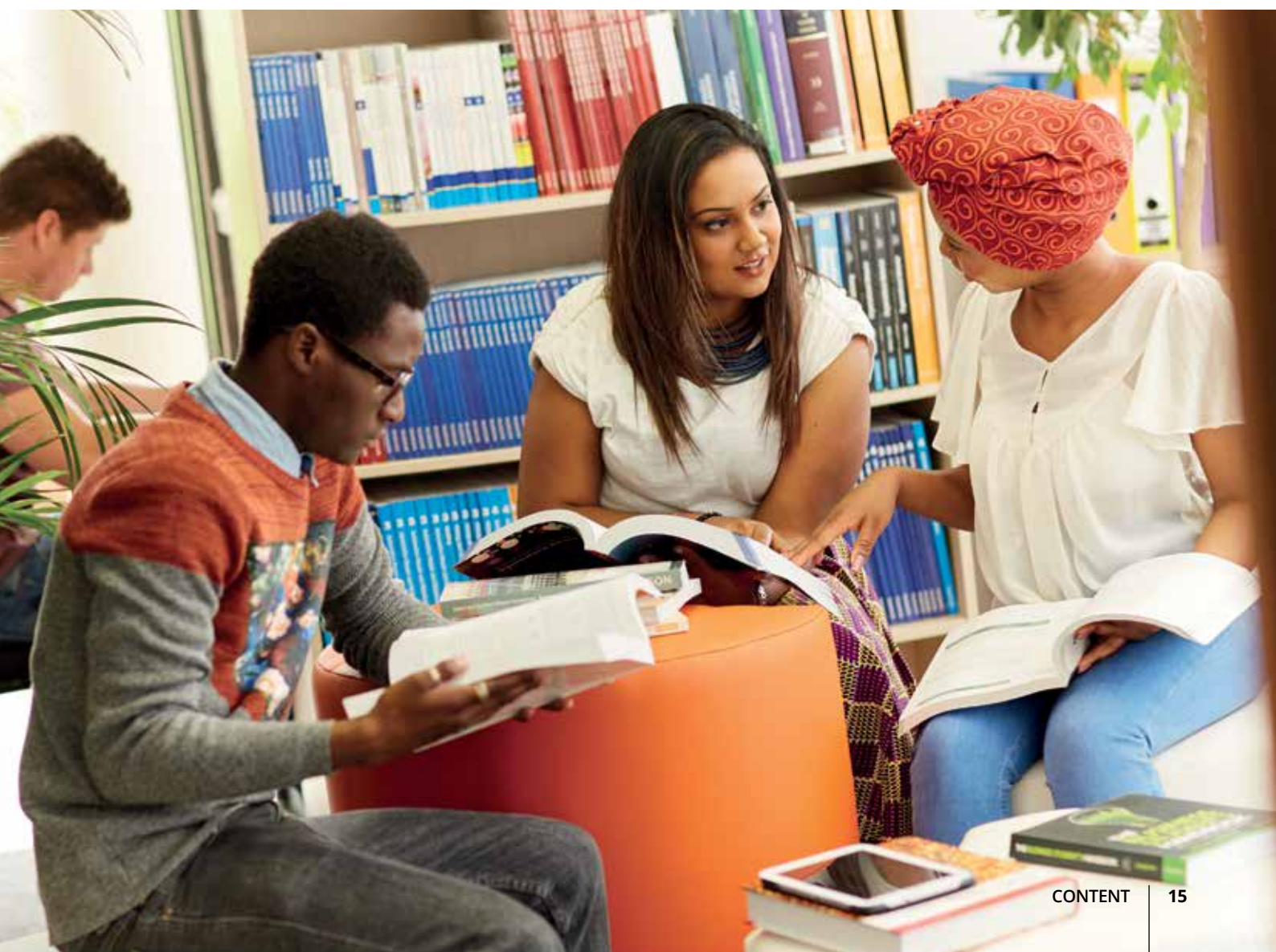
# Our expert authors

## Content and titles for a brighter tomorrow

**Pearson South Africa has an established network of authors and is able to source the necessary subject matter experts to deliver content aligned to the TVET curricula.**

Since our authors know and understand the South African TVET curricula, they are able to create industry-leading content that guides college students on their learning path and develop the skills needed to secure employment and be productive in the workplace.

We remain true to our founding objectives to develop material that is curriculum-aligned and outcomes-based. Our content combines educationally sound theory and practice, and includes academic learning and workplace perspectives.



# Our new Report 191/Nated titles

Our titles include features to help students function effectively in their work environment and understand the industry in which they are involved.

Our new titles include the following free components:

- Lecturer Guides
- PowerPoint® presentations to deliver lessons front-of-class
- Offline videos (for select titles)

All titles are available as eBooks.

## Key Features

Learning outcomes are clearly stated to maintain focused learning

Simple explanations help students to understand content

Wide range of activities test students' knowledge and ability to apply skills

Diagrams enhance understanding

**Unit 1: Introduction to metal cutting machines**

**LEARNING OUTCOME**

- List the different types of cutting machines and their uses

**Keywords**  
**metal cutting machines:** these are machines used for cutting through materials to shape them according to the requirements of their application  
**cutting tools:** hardened steel bits that are used to cut various types of metal  
**lathe:** a machine designed for precisely machining relatively hard materials

**Introduction**  
**Metal cutting machines** are machines that use **cutting tools** for trimming, shaping, and processing a variety of different materials in producing an end product. These machines and tools can be operated manually, or be externally powered by electricity, for both industrial and domestic applications. Electric power tools can produce a more refined and accurate product, and are therefore used widely in industry.  
 Metal cutting machines that are used for cutting metal, specifically, use hardened steel bits as cutting tools in machines such as lathes, drill presses, milling and shaping machines, and so on. Because of the forces involved at the cutting points of power tools, clamping screws can be used to secure and stabilise the workpieces being machined.

**Types of metal cutting machines and their uses**  
**Lathe machine**  
 A metal lathe, or metal working lathe, is a huge class of lathes designed for accurately machining relatively hard materials. They were initially designed for machining metals; however, with the appearance of plastics and other materials and with their natural flexibility, they are used in a wide range of applications for a wide range of materials.

Figure 9.1: The different parts of a lathe machine

164 Module 9: Metal cutting machines

Keyword feature explains new terms and are included in glossary at the back of the book

Full-colour photographs support learning

Figure 9.6: The different parts of a surface grinding machine

**Activity 9.1** **Metal cutting machines**

- List different types of metal cutting machines and their uses.
- Give three types of surface grinding machines.
- Drilling machines have some construction characteristics. Give five of these.

**Module summary**

- This module covered the different types of metal cutting machines and their uses.
- There are several different types of cutting machines that can scale from residential to industrial applications.
- Electrical power-driven cutting machines are ideal for industrial use, as they guarantee accuracy and quality results.
- The module also covered calculations pertaining to power, moment of a force, circumferential speed, torque, coefficient of friction, cutting pressure, as well as cutting area.

**Exam questions**

- Calculate the power consumed by:
  - A shaper that is operating with a cutting force of 650 N and a stroke length of 130 mm, and takes 4 s to complete a process (10)
  - A lathe in which the cutting force applied to the tool is 700 N, and the rotational speed of the workpiece with a diameter of 350 mm is 200 r/min. (7)
- A lathe is being driven by a motor providing a maximum input of 2 kW at 1 000 r/min. At maximum power, the machine efficiency is 80%. The maximum and minimum velocities of the lathe spindle are 3 000 r/min and 25 r/min respectively. Find the torque at maximum power:
  - at the driving shaft of the motor (3)
  - at the driving spindle of the lathe at maximum speed (3)
  - at the driving spindle of the lathe at minimum speed. (2)
- A 6 kW motor in a machining operation is driving a milling machine. The milling cutter being used has a diameter of 130 mm and rotates at 120 r/min. Take the efficiency of the drive as 70%. Calculate the tangential cutting force exerted by the milling cutter. (7)
- Figure 9.9 shows the setup of the cutting tool held in the tool holder of a shaping machine. The ram of the shaper has a mass of 150 kg and is operating with a cutting stroke length of 200 mm. The total work done during each cutting stroke is equal to 130 J, and the coefficient of friction between the ram and the slides is 0,3.

Module summaries can be used for consolidation and revision

Exam practice questions at the end of each topic are useful for exam revision

Mechanotechnics N4

## New Report 191/Nated Titles for 2021

### Business Studies



#### Financial Accounting N4

**Author:** School for Small Business Management CC  
**ISBN:** 9781485710165



#### Introductory Accounting N4

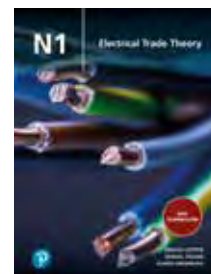
**Author:** School for Small Business Management CC  
**ISBN:** 9781485717355



#### Introductory Computer Practice N4

**Author:** Vanessa Willemse  
**ISBN:** 9781485717515

### Electrical Engineering



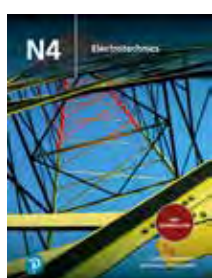
#### Electrical Trade Theory N1

**Author:** Gerald Chitter *et al.*  
**ISBN:** 9781485717379



#### Electrical Trade Theory N2

**Author:** Wilfred Fritz *et al.*  
**ISBN:** 9781485717386



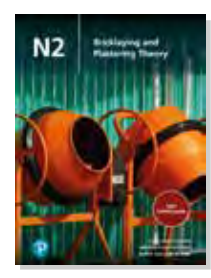
#### Electrotechnics N4

**Author:** Alfred Mwamuka *et al.*  
**ISBN:** 9781485717454



#### Bricklaying and Plastering Theory N1

**Author:** Robin van der Merwe  
**ISBN:** 9781485717430



#### Bricklaying and Plastering Theory N2

**Author:** Louis Oosthuizen *et al.*  
**ISBN:** 9781485717447

### Civil Engineering

### Mechanical Engineering



#### Motor Trade Theory N2

**Author:** Louis Oosthuizen  
**ISBN:** 9781485717416



#### Mechanotechnics N4

**Author:** Nande Fihla *et al.*  
**ISBN:** 9781485717485



#### Motor Trade Theory N1

**Author:** Louis Oosthuizen *et al.*  
**ISBN:** 9781485717409

## Best-selling Report 191/Nated Titles

### Business Studies



**Entrepreneurship and Business Management N4**

**Author:** Richelle Brink-Carlse  
**ISBN:** 9781485706021



**Management Communication N4**

**Authors:** Tracey Blues *et al.*  
**ISBN:** 9781485710172



**Office Practice for Management Assistants**

**Author:** Rensu Nel  
**ISBN:** 9781868539246

### Engineering Studies



**Mathematics N1**

**Author:** Brenda de Wet *et al.*  
**ISBN:** 9781868538065



**Mathematics N2**

**Author:** Brenda de Wet *et al.*  
**ISBN:** 9781868531455



**Mathematics N3**

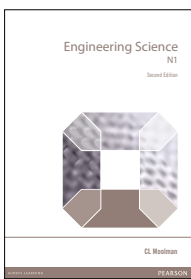
**Author:** Brenda de Wet *et al.*  
**ISBN:** 9781868531462



**Mathematics N4**

**Author:** Brenda de Wet *et al.*  
**ISBN:** 9781868536696

*Mathematics N5 and N6 are also available*



**Engineering Science N1 2e**

**Author:** CL Moolman  
**ISBN:** 9781868531370



**Engineering Science N2 2e**

**Author:** CL Moolman  
**ISBN:** 9781868531387



**Engineering Science N3 2e**

**Author:** CL Moolman  
**ISBN:** 9781868531394

## Mechanical Engineering



### Fitting & Machining Theory N1 2e

**Author:** PJ Koekemoer *et al.*  
**ISBN:** 9781868536740



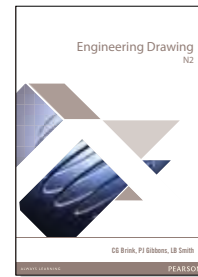
### Fitting & Machining Theory N2 2e

**Author:** K Hector  
**ISBN:** 9780796200037



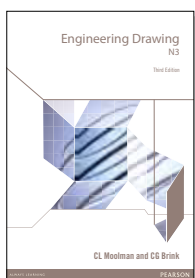
### Engineering Drawing N1 2e

**Author:** CG Brink *et al.*  
**ISBN:** 9781868531332



### Engineering Drawing N2 2e

**Author:** CG Brink *et al.*  
**ISBN:** 9781868531349



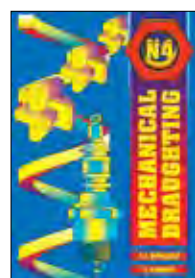
### Engineering Drawing N3 2e

**Author:** CG Brink *et al.*  
**ISBN:** 9781868533886



### Mechanotechnology N3 2e

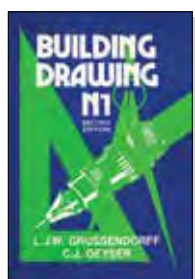
**Author:** FM Gouws  
**ISBN:** 9781868535835



### Mechanical Draughting N4

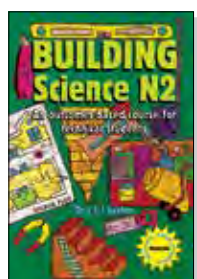
**Author:** FCL Moolman *et al.*  
**ISBN:** 9781868134687

## Civil Engineering



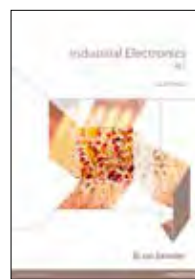
### Building Drawing N1

**Author:** LJW Grussendorff *et al.*  
**ISBN:** 9781868132843



### Building Science N2

**Author:** Dr CFJ Bekker  
**ISBN:** 9780636039377



### Industrial Electronics N1

**Author:** DJ van Deventer  
**ISBN:** 9780636044456



### Industrial Electronics N2

**Author:** J Kraft  
**ISBN:** 9780636044463

*Industrial Electronics N3 is also available*

# NC(V) titles

## Best-selling NC(V) Titles

### Information Technology and Computer Science



**Computer Hardware and Software 2e Level 3**

**Author:** Michael Britton  
**ISBN:** 9781485709756



**Principles of Computer Programming 2e Level 3**

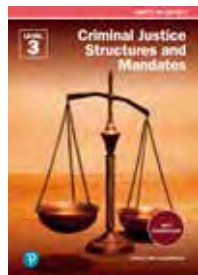
**Author:** Charles de Villiers *et al.*  
**ISBN:** 9781485709763



**Systems Analysis and Design 2e Level 3**

**Author:** Sean Bezuidenhout *et al.*  
**ISBN:** 9781485710011

### Safety in Society



**Criminal Justice Structures and Mandates Level 3**

**Author:** Nicole Williamson  
**ISBN:** 9781485710134



**Theory of Policing Practice Level 3**

**Author:** Johan van Graan  
**ISBN:** 9781485710158



**Introduction to Governance Level 3**

**Author:** Maartje Potgieter  
**ISBN:** 9781485710141



**Criminal Law Level 3**

**Author:** Cedric Bower *et al.*  
**ISBN:** 9781485710127

### Fundamentals



**English FAL Level 4**

**Author:** Kiru Truman *et al.*  
**ISBN:** 9781775956211



**Mathematical Literacy Level 4**

**Author:** LV Khan *et al.*  
**ISBN:** 9781775956228



**Life Orientation**

**Author:** Carol Dwyer *et al.*  
**ISBN:** 9781775956242



**Computer Skills MS Office 2013 Level 4**

**Author:** Liesl Nawrattel  
**ISBN:** 9781928226352

## Electrical Infrastructure Construction



### Electrical Principles and Practice

**Author:** Wilfred Fritz *et al.*  
**ISBN:** 9781775956303



### Electrical Systems and Construction

**Author:** Frikkie O'Connell  
**ISBN:** 9781775956327



### Electrical Workmanship

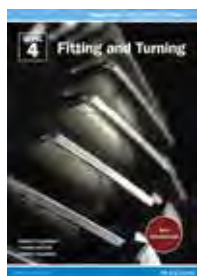
**Author:** Chris Els  
**ISBN:** 9781775956402

## Engineering and Related Design



### Automotive Repair and Maintenance

**Author:** Johan van Antwerpen  
**ISBN:** 9781775956273



### Fitting and Turning

**Author:** Robert Cameron *et al.*  
**ISBN:** 9781775956280



### Welding

**Author:** R Chiradza *et al.*  
**ISBN:** 9781775956297



### Engineering Technology

**Author:** Chris Brink *et al.*  
**ISBN:** 9780796221001

## Marketing



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**ISBN:** 9780796219404



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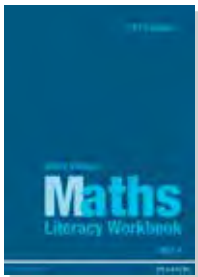
**Author:** S Chorley *et al.*  
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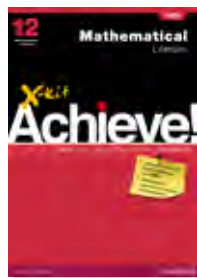
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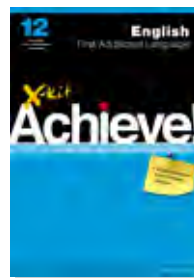
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Pearson is a SACE-endorsed training provider and participants can earn CPTD points. Our courses are accredited by the Education, Training and Development Practices (ETDP) SETA, as well

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- Use digital technology safely and effectively
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- Evaluate online activity
- Search the internet efficiently

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# What we are working on

## A sneak peak into our future Report 191/Nated titles

Our team of dedicated authors and publishers are currently working on new Report 191/Nated titles for the curriculum.

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## Planned Report 191/Nated Titles

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#### Financial Accounting N5

**Author:** School for Small Business Management CC  
**ISBN:** 9781485717362



#### Communication N5

**Authors:** Kiru Truman *et al.*  
**ISBN:** 9781485717553



#### Communication N6

**Author:** Jaycynth Ramhurry *et al.*  
**ISBN:** 9781485717560



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**Author:** Maylani Bezuidenhout *et al.*  
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### Engineering Studies



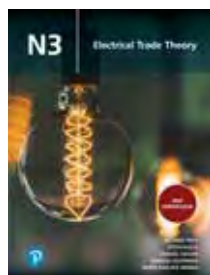
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**Author:** Celestino Constance *et al.*  
**ISBN:** 9781485717546



#### Motor Trade Theory N3

**Authors:** Louis Oosthuizen  
**ISBN:** 9781485717423



#### Electrical Trade Theory N3

**Author:** Wilfred Fritz *et al.*  
**ISBN:** 9781485717393



#### Electrotechnics N5

**Author:** Alfred Mwamuka *et al.*  
**ISBN:** 9781485717461



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