

SYLLABUS

Cambridge O Level

Second Language Urdu

3248

For examination in June and November 2016

Changes to syllabus for 2016

This syllabus has been updated, but there are no significant changes.

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1. Introduction

1.1 Why choose Cambridge?

Recognition

Cambridge International Examinations is the world's largest provider of international education programmes and qualifications for learners aged 5 to 19. We are part of Cambridge Assessment, a department of the University of Cambridge, trusted for excellence in education. Our qualifications are recognised by the world's universities and employers.

Cambridge O Level is internationally recognised by schools, universities and employers as equivalent in demand to Cambridge IGCSE® (International General Certificate of Secondary Education). Learn more at www.cie.org.uk/recognition

Excellence in education

Our mission is to deliver world-class international education through the provision of high-quality curricula, assessment and services.

More than 9000 schools are part of our Cambridge learning community. We support teachers in over 160 countries who offer their learners an international education based on our curricula and leading to our qualifications. Every year, thousands of learners use Cambridge qualifications to gain places at universities around the world.

Our syllabuses are reviewed and updated regularly so that they reflect the latest thinking of international experts and practitioners and take account of the different national contexts in which they are taught.

Cambridge programmes and qualifications are designed to support learners in becoming:

- **confident** in working with information and ideas – their own and those of others
- **responsible** for themselves, responsive to and respectful of others
- **reflective** as learners, developing their ability to learn
- **innovative** and equipped for new and future challenges
- **engaged** intellectually and socially, ready to make a difference.

Support for teachers

A wide range of materials and resources is available to support teachers and learners in Cambridge schools. Resources suit a variety of teaching methods in different international contexts. Through subject discussion forums and training, teachers can access the expert advice they need for teaching our qualifications. More details can be found in Section 2 of this syllabus and at www.cie.org.uk/teachers

Support for exams officers

Exams officers can trust in reliable, efficient administration of exams entries and excellent personal support from our customer services. Learn more at www.cie.org.uk/examsOfficers

Not-for-profit, part of the University of Cambridge

We are a not-for-profit organisation where the needs of the teachers and learners are at the core of what we do. We continually invest in educational research and respond to feedback from our customers in order to improve our qualifications, products and services.

Our systems for managing the provision of international qualifications and education programmes for learners aged 5 to 19 are certified as meeting the internationally recognised standard for quality management, ISO 9001:2008. Learn more at www.cie.org.uk/ISO9001

1.2 Why choose Cambridge O Level?

Cambridge O Levels have been designed for an international audience and are sensitive to the needs of different countries. These qualifications are designed for learners whose first language may not be English and this is acknowledged throughout the examination process. The Cambridge O Level syllabus also allows teaching to be placed in a localised context, making it relevant in varying regions.

Our aim is to balance knowledge, understanding and skills in our programmes and qualifications to enable candidates to become effective learners and to provide a solid foundation for their continuing educational journey.

Through our professional development courses and our support materials for Cambridge O Levels, we provide the tools to enable teachers to prepare learners to the best of their ability and work with us in the pursuit of excellence in education.

Cambridge O Levels are considered to be an excellent preparation for Cambridge International AS and A Levels, the Cambridge AICE (Advanced International Certificate of Education) Group Award, Cambridge Pre-U, and other education programmes, such as the US Advanced Placement program and the International Baccalaureate Diploma programme. Learn more about Cambridge O Levels at www.cie.org.uk/cambridgesecundary2

Guided learning hours

Cambridge O Level syllabuses are designed on the assumption that learners have about 130 guided learning hours per subject over the duration of the course, but this is for guidance only. The number of hours required to gain the qualification may vary according to local curricular practice and the learners' prior experience of the subject.

1.3 Why choose Cambridge O Level Second Language Urdu?

Cambridge O Levels are established qualifications that keep pace with educational developments and trends. The Cambridge O Level curriculum places emphasis on broad and balanced study across a wide range of subject areas. The curriculum is structured so that students attain both practical skills and theoretical knowledge.

Cambridge O Level Second Language Urdu is recognised by universities and employers throughout the world as proof of linguistic knowledge and understanding. Successful Cambridge O Level Second Language Urdu candidates gain lifelong skills, including:

- the ability to communicate confidently and clearly in Urdu
- a sound understanding of the nature of language and language study, and of the skills and abilities required for further study and leisure

- insight into the culture and contemporary society of countries where the language is spoken
- better integration into communities where the language is spoken
- positive attitudes towards language learning, towards the speakers of other languages, and towards other cultures and societies
- skills which can be used in other areas of learning, such as analysis and memory skills.

Candidates may also study for a Cambridge O Level in a number of other languages. In addition to Cambridge O Levels, Cambridge also offers Cambridge International AS and A Levels for further study in both Urdu as well as other languages. See **www.cie.org.uk** for a full list of the qualifications you can take.

Prior learning

Candidates beginning the course for 3248 Second Language Urdu are expected to have had prior contact with Urdu at school and/or in their community.

Progression

Cambridge O Levels are general qualifications that enable candidates to progress either directly to employment, or to proceed to further qualifications.

Candidates who are awarded grades C to A* in Cambridge O Level Urdu are well prepared to follow courses leading to Cambridge International AS and A Level Urdu, or the equivalent.

1.4 How can I find out more?

If you are already a Cambridge school

You can make entries for this qualification through your usual channels. If you have any questions, please contact us at **info@cie.org.uk**

If you are not yet a Cambridge school

Learn about the benefits of becoming a Cambridge school at **www.cie.org.uk/startcambridge**. Email us at **info@cie.org.uk** to find out how your organisation can register to become a Cambridge school.

2. Teacher support

2.1 Support materials

Cambridge syllabuses, past question papers and examiner reports to cover the last examination series are on the *Syllabus and Support Materials* DVD, which we send to all Cambridge schools.

You can also go to our public website at www.cie.org.uk/olevel to download current and future syllabuses together with specimen papers or past question papers and examiner reports from one series.

For teachers at registered Cambridge schools a range of additional support materials for specific syllabuses is available online from Teacher Support, our secure online support for Cambridge teachers. Go to <http://teachers.cie.org.uk> (username and password required).

2.2 Resource lists

We work with publishers providing a range of resources for our syllabuses including textbooks, websites, CDs, etc. Any endorsed, recommended and suggested resources are listed on both our public website and on Teacher Support.

The resource lists can be filtered to show all resources or just those which are endorsed or recommended by Cambridge. Resources endorsed by Cambridge go through a detailed quality assurance process and are written to align closely with the Cambridge syllabus they support.

2.3 Training

We offer a range of support activities for teachers to ensure they have the relevant knowledge and skills to deliver our qualifications. See www.cie.org.uk/events for further information.

3. Assessment at a glance

This syllabus is aimed at candidates for whom Urdu is not a first language/mother tongue but for whom it is a lingua franca or language of study.

Candidates take two papers and all questions are to be answered in Urdu.

Paper 1: Composition and Translation

2 hours

There are three sections in this paper. In **each** section, candidates answer **one** question.
50% of total marks

Paper 2: Language Usage, Summary and Comprehension

1 hour 45 minutes

There are three sections in this paper. Candidates answer **all** questions in **each** section.
50% of total marks

Availability

This syllabus is examined in the June and November examination series.

This syllabus is available to private candidates.

Detailed timetables are available from www.cie.org.uk/examsOfficers

Cambridge O Levels are available to Centres in Administrative Zones 3, 4 and 5. Centres in Administrative Zones 1, 2 or 6 wishing to enter candidates for Cambridge O Level examinations should contact Cambridge Customer Services.

Combining this with other syllabuses

Candidates can combine this syllabus in an examination series with any other Cambridge syllabus, except:

- 3247 O Level First Language Urdu
- 0539 IGCSE Urdu as a Second Language
- syllabuses with the same title at the same level

Please note that Cambridge O Level, Cambridge IGCSE and Cambridge International Level 1/Level 2 Certificate syllabuses are at the same level.

4. Syllabus aims and assessment objectives

4.1 Syllabus aims

The aims are to enable students to:

1. develop the ability to use Urdu effectively for the purpose of practical communication in a variety of situations
2. form a sound base for the skills required for further study or employment, using Urdu as the medium
3. develop an awareness of the nature of language and language-learning skills along with skills of a more general application, (e.g. analysis, synthesis, drawing of inferences).

4.2 Assessment objectives

There are two assessment objectives for Cambridge O Level Second Language Urdu:

A Reading and Writing

Candidates should be able to:

1. understand and convey information
2. understand, order and present facts, ideas and opinions
3. evaluate information and select what is relevant to specific purposes
4. articulate experience and express what is felt and what is imagined
5. communicate effectively and appropriately.

B Usage

Candidates should be able to:

1. exercise control of appropriate grammatical structures
2. demonstrate an awareness of the conventions of paragraphing, sentence structure and punctuation
3. understand and employ a range of appropriate vocabulary
4. show an awareness of register in both formal and informal situations.

5. Description of components

Candidates are expected to communicate appropriately in formal and semi-formal registers. The topics selected are intended to relate to the interests and needs of the candidates in using Urdu as a second language, e.g. education, the world of work, current affairs, health and welfare, travel.

5.1 Paper 1: Composition and Translation

2 hours, 55 marks

Part 1: Directed Writing (15 marks)

- Stimulus material, either visual or verbal is provided and candidates are required to demonstrate the ability to describe, persuade, comment or narrate in **one** essay of about 150 words which is to be written in Urdu.

Part 2: Letter, Report, Dialogue or Speech (20 marks)

- From a choice of two topics, candidates write one letter, report, dialogue or speech of about 200 words in Urdu.

Part 3: Translation (20 marks)

- Translation of a short passage of about 200 words from English into Urdu.

5.2 Paper 2: Language Usage, Summary and Comprehension

1 hour 45 minutes, 55 marks

For all parts of this paper candidates write their answers in spaces provided in the question paper booklet.

Part 1: Language Usage (15 marks)

- Questions set include vocabulary, sentence transformation and a cloze passage.

Part 2: Summary (10 marks)

- Candidates read a passage and write a directed summary. Candidates are given a series of points that they must include in their summary. The summary should be no more than 100 words in length.

Part 3: Comprehension (open-ended questions) (30 marks)

- There are two comprehension passages of about 300 words each. Questions set on each passage will be direct, indirect and inferential in nature. Candidates have to answer questions on both passages.

6. Additional information

Equality and inclusion

Cambridge International Examinations has taken great care in the preparation of this syllabus and assessment materials to avoid bias of any kind. To comply with the UK Equality Act (2010), Cambridge has designed this qualification with the aim of avoiding direct and indirect discrimination.

The standard assessment arrangements may present unnecessary barriers for candidates with disabilities or learning difficulties. Arrangements can be put in place for these candidates to enable them to access the assessments and receive recognition of their attainment. Access arrangements will not be agreed if they give candidates an unfair advantage over others or if they compromise the standards being assessed.

Candidates who are unable to access the assessment of any component may be eligible to receive an award based on the parts of the assessment they have taken.

Information on access arrangements is found in the *Cambridge Handbook* which can be downloaded from the website www.cie.org.uk/exams/officer

Language

This syllabus is available in English only. The assessment materials are available in Urdu.

Grading and reporting

Cambridge O Level results are shown by one of the grades A*, A, B, C, D or E, indicating the standard achieved, A* being the highest and E the lowest. 'Ungraded' indicates that the candidate's performance fell short of the standard required for grade E. 'Ungraded' will be reported on the statement of results but not on the certificate. The letters Q (result pending), X (no results) and Y (to be issued) may also appear on the statement of results but not on the certificate.

Entry codes

To maintain the security of our examinations, we produce question papers for different areas of the world, known as 'administrative zones'. Where the component entry code has two digits, the first digit is the component number given in the syllabus. The second digit is the location code, specific to an administrative zone. Information about entry codes can be found in the *Cambridge Guide to Making Entries*.

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