



BOTSWANA  
EXAMINATIONS  
COUNCIL

**2019**

# **JUNIOR CERTIFICATE EXAMINATIONS**

# **T I M E T A B L E**

**SEPTEMBER/NOVEMBER 2019**

*FINAL VERSION DATED 12 FEBRUARY 2019*



## General Instructions and Guidelines

### 1. About this timetable

This timetable contains

- instructions and guidelines about the examinations;
- practical examination and coursework moderation schedule;
- a full list, in date order, of all the examinations;
- the key to the timetable.

The timetable must be followed throughout. If there is any discrepancy between this timetable and any other documents such as Statements of Entry or labels on question paper packets, the Head of Centre should contact the JCE office at BEC.

### 2. About the Sessions

Examinations scheduled for the morning session should start at **08:00** unless otherwise stated and examinations for the afternoon should start at **14:00**.

### 3. Time Allowance for Question Papers

Any time required for candidates to read through question papers, to study maps, etc., is already included in the duration of the examination as shown on the timetable and on the front cover of the question paper. No additional time should be allowed except for some Special Needs papers of which specific instructions will be enclosed.

### 4. Agriculture Paper 3

The moderation of this paper will be conducted from **13 to 24 May, 2019**. The moderation will be conducted on the dates allocated to each centre as reflected on the schedule that has been sent to the centres. Centres must ensure that teachers mark the candidates' vegetable plots **NOT** more than **three (3) days** before the date scheduled for the centre moderation.

### 5. Home Economics Paper 2

The **planning session** for this practical examination will take place on **13 August, 2019 at 08:00**.

The **practical examination** will take place from **09 to 20 September, 2019**. The examination will be conducted on the dates allocated to each centre as reflected on the schedule that has been sent to the centres.

### 6. Music Paper 1: Listening

- This is a listening examination that requires a CD that is provided by BEC.
- The CD is provided together with a set of Instructions to Invigilators.
- The instructions should be read by the Chief Invigilator and the Music teacher a day before the examination.

### 7. Music Paper 3: Practical Examination

This practical examination will take place from **09 to 20 September, 2019**. The examination will be conducted on the dates allocated to each centre as reflected on the schedule that has been sent to the centres.

### 8. Art Paper 2: Practical Examination

- This is a controlled practical examination that runs for 3 hours.
- The question papers must be distributed to the candidates on **16 September 2019 at 08:00** for preparation purposes.
- After the examination, the candidates' work must be packaged in the special boxes provided and stored securely until such time that they are despatched to BEC with other examination scripts.

### 9. French 1: Listening Comprehension

- This is a listening examination that requires a CD that is provided by BEC.
- The CD is provided together with a set of Instructions to Invigilators as well as Instructions to Candidates.
- Instructions to Invigilators and candidates should be opened as soon as they are received and those for candidates distributed to all candidates taking French examination.

### 10. For Private Candidates only

The following components are for private candidates only and should not be availed to school candidates unless by prior arrangement with BEC.

1. Agriculture Paper 4 - 16/4;
2. Commerce and Office Procedures Paper 4 - 25/4;
3. Commerce and Accounting Paper 4 - 26/4;
4. General Science Papers 1 and 2 - 43/1 and 43/2

# 13 August — 25 October 2019

Morning session starts at 08:00

Afternoon session starts at 14:00

Tuesday  
13 Aug

Syllabus	Time
21/2 Home Economics Paper 2 Planning Session	08:00 - 09:30

Syllabus	Time

Thursday  
17 Oct

Syllabus	Time
33/2 Art Paper 2	08:00 - 11:00

Syllabus	Time

Monday  
21 Oct

Syllabus	Time
12/4 English Paper 4	08:00 - 08:55

Syllabus	Time
32/1 French Paper 1	14:00 - 14:45

Tuesday  
22 Oct

Syllabus	Time
16/2 Agriculture Paper 2	08:00 - 09:15

Syllabus	Time
12/3 English Paper 3	14:00 - 16:00

Wednesday  
23 Oct

Syllabus	Time
15/2 Social Studies Paper 2	08:00 - 10:15

Syllabus	Time
35/1 Physical Education Paper 1	14:00 - 15:30

Thursday  
24 Oct

Syllabus	Time
21/1 Home Economics Paper 1	08:00 - 09:30

Syllabus	Time
11/2 Setswana Paper 2	14:00 - 16:00

Friday  
25 Oct

Syllabus	Time
18/2 Moral Education Paper 2	08:00 - 10:00

Syllabus	Time
13/2 Mathematics Paper 2	14:00 - 16:00

Morning session starts at 08:00

Afternoon session starts at 14:00

# 28 October — 01 November 2019

Morning session starts at 08:00

Afternoon session starts at 14:00

Monday  
28 Oct

Syllabus	Time
14/2 Science Paper 2	08:00 - 10:00
43/2 General Science Paper 2	08:00 - 10:00

Syllabus	Time
12/2 English Paper 2	14:00 - 15:30

Tuesday  
29 Oct

Syllabus	Time
31/2 Religious Education Paper 2	08:00 - 10:00

Syllabus	Time
32/3 French Paper 3	14:00 - 16:00

Wednesday  
30 Oct

Syllabus	Time
17/2 Design & Technology Paper 2	08:00 - 10:00

Syllabus	Time
34/1 Music Paper 1	14:00 - 15:00

Thursday  
31 Oct

Syllabus	Time
11/3 Setswana Paper 3	08:00 - 09:15

Syllabus	Time
25/2 Commerce & Office Procedures Paper 2	14:00 - 16:00
26/2 Commerce & Accounting Paper 2	14:00 - 16:00

Friday  
01 Nov

Syllabus	Time
13/1 Mathematics Paper 1	08:00 - 09:30
17/1 Design & Technology Paper 1	11:00 - 12:00

Syllabus	Time
16/1 Agriculture Paper 1	14:00 - 15:00

Morning session starts at 08:00

Afternoon session starts at 14:00

# 04 November — 08 November 2019

Morning session starts at 08:00

Afternoon session starts at 14:00

Monday 04 Nov	Syllabus		Time
	12/1	English Paper 1	08:00 - 09:15

Syllabus		Time
14/1	Science Paper 1	14:00 - 15:00
43/1	General Science Paper 1	14:00 - 15:00

Tuesday 05 Nov	Syllabus		Time
	34/2	Music Paper 2	08:00 - 09:30
	25/1	Commerce & Office Procedures Paper 1	11:00 - 12:00
	26/1	Commerce & Accounting Paper 1	11:00 - 12:00

Syllabus		Time
18/1	Moral Education Paper 1	14:00 - 15:00

Wednesday 06 Nov	Syllabus		Time
	16/4	Agriculture Paper 4	08:00 - 09:00
	32/2	French Paper 2	11:00 - 12:00

Syllabus		Time
11/1	Setswana Paper 1	14:00 - 15:30

Thursday 07 Nov	Syllabus		Time
	25/4	Commerce & Office Procedures Paper 4	08:00 - 09:00
	26/4	Commerce & Accounting Paper 4	08:00 - 09:00
	33/1	Art Paper 1	11:00 - 12:00

Syllabus		Time
31/1	Religious Education Paper 1	14:00 - 15:00

Friday 08 Nov	Syllabus		Time
	15/1	Social Studies Paper 1	08:00 - 09:00

Syllabus		Time
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Morning session starts at 08:00

Afternoon session starts at 14:00

## JCE 2019 Practical Examinations / Coursework Moderation Schedule

Activity	Description	Syllabus	Submission Date / Month	Deliverables
Submission of coursework	1. All centrally moderated components	Commerce & Office Procedures 25/3 Commerce & Accounting 26/3 Music 34/4 Physical Education 35/2	08 - 09 October 2019 08 - 09 October 2019 12 July 2019 08 - 09 October 2019	<ul style="list-style-type: none"> <li>◆ Coursework Submission registers,</li> <li>◆ Projects,</li> <li>◆ Individual and summary marksheets.</li> </ul> <b>(Should be delivered to BEC)</b>
	2. All externally moderated components	Agriculture 16/3  Design & Technology 17/3 Home Economics 21/3 Art 33/3	At most 3 days before centre scheduled moderation  20 September 2019 12 July 2019 12 July 2019	<ul style="list-style-type: none"> <li>◆ Individual and summary marksheets</li> <li>◆ Projects.</li> </ul> <b>(Should be handed to Chief Invigilator)</b>

Syllabus	Moderator/Examiner Standardisation Dates		Moderation/Examination Date		Post Moderation/ Examination Evaluation
	Team Leaders	Moderation Team	Start Date	End Date	
16/3 Agriculture	06 - 07 May	08 - 10 May	13 May	24 May	26 - 28 May
33/3 Art	05 - 06 August	07 - 09 August	12 August	23 August	25 - 27 August
17/3 Design & Technology	02 - 04 November	05 - 08 November	11 November	22 November	24 - 26 November
21/3 Home Economics	29 - 30 July	31 July - 02 August	05 August	16 August	18 - 21 August
34/4 Music	12 - 13 August	14 - 16 August	17 August	27 August	28 - 30 August
25/3 Commerce and Office Procedures	30 - 31 October	01 - 03 November	04 November	14 November	15 - 17 November
26/3 Commerce and Accounting	30 - 31 October	01 - 03 November	04 November	14 November	15 - 17 November
35/2 Physical Education	30 - 31 October	01 - 03 November	04 November	14 November	15 - 17 November

Syllabus	Examiner Standardisation Date		Examination Date		Post Examination Evaluation
	Team Leaders	Examining Team	Start Date	End Date	
21/2 Home Economics	31 August - 02 September	03 - 06 September	09 September	20 September	22 - 25 September
34/3 Music	02 - 03 September	04 - 06 September	09 September	20 September	22 - 25 September

# Key to the Timetable

Syllabus	Code	Date	Session	Duration
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## Setswana

11/1	06 Nov	Afternoon	1 hr 30 min
11/2	24 Oct	Afternoon	2 hrs
11/3	31 Oct	Morning	1 hr 15 min

## English

12/1	04 Nov	Morning	1 hr 15 min
12/2	28 Oct	Afternoon	1 hr 30 min
12/3	22 Oct	Afternoon	2 hrs
12/4	21 Oct	Morning	55 min

## Mathematics

13/1	01 Nov	Morning	1 hr 30 min
13/2	25 Oct	Afternoon	2 hrs

## Science

14/1	04 Nov	Afternoon	1 hr
14/2	28 Oct	Morning	2 hrs

## Social Studies

15/1	08 Nov	Morning	1 hr
15/2	23 Oct	Morning	2 hrs 15 min

## Agriculture

16/1	01 Nov	Afternoon	1 hr
16/2	22 Oct	Morning	1 hr 15 min
16/3	13 May - 24 May 2019		
16/4	06 Nov	Morning	1 hr

## Design and Technology

17/1	01 Nov	Morning	1 hr
17/2	30 Oct	Morning	2 hrs
17/3	11 Nov - 22 Nov 2019		

## Moral Education

18/1	05 Nov	Afternoon	1 hr
18/2	25 Oct	Morning	2 hrs

## Home Economics

21/1	24 Oct	Morning	1 hr 30 min
21/2	13 Aug	Morning	1 hr 30 min (Planning)
21/2	09 Sept - 20 Sept 2019		2 hrs (Practical)
21/3	05 Aug - 16 Aug 2019		

## Commerce & Office Procedures

25/1	05 Nov	Morning	1 hr
25/2	31 Oct	Afternoon	2 hrs
25/3	30 Oct - 17 Nov 2019		
25/4	07 Nov	Morning	1 hr

## Commerce & Accounting

26/1	05 Nov	Morning	1 hr
26/2	31 Oct	Afternoon	2 hrs
26/3	30 Oct - 17 Nov 2019		
26/4	07 Nov	Morning	1 hr

## Religious Education

31/1	07 Nov	Afternoon	1 hr
31/2	29 Oct	Morning	2 hrs

## French

32/1	21 Oct	Afternoon	45 min
32/2	06 Nov	Morning	1 hr
32/3	29 Oct	Afternoon	2 hrs

Syllabus	Code	Date	Session	Duration
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## Art

33/1	07 Nov	Morning	1 hr
33/2	17 Oct	Morning	3 hrs
33/3	12 Aug - 23 Aug 2019		

## Music

34/1	30 Oct	Afternoon	1 hr
34/2	05 Nov	Morning	1 hr 30 min
34/3	02 Sept - 25 Sept 2019		10 mins (Practical)
34/4	12 Aug - 30 Aug 2019		

## Physical Education

35/1	23 Oct	Afternoon	1 hr 30 min
35/2	30 Oct - 17 Nov 2019		

## General Science

43/1	04 Nov	Afternoon	1 hr
43/2	28 Oct	Morning	2 hrs