



2019

**BOTSWANA GENERAL CERTIFICATE OF
SECONDARY EDUCATION
AND GENERAL CERTIFICATE OF
EDUCATION**

TIMETABLE

OCTOBER/NOVEMBER 2019

**SECOND AMENDED VERSION DATED
16 SEPTEMBER 2019**

General Instructions and Guidelines

1 About this timetable

This timetable contains

- some instructions and guidelines about the examinations
- schedules of coursework and moderation timelines
- a full list, in date order and sessions, 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 Executive Secretary at BEC.

2 About the Sessions

Examinations scheduled for the morning session should start at **8.00 am**; examinations in the afternoon should start at **2.00 pm**. See also section 11- Key Times and Full Centre Supervision for Cambridge Syllabuses.

3 Where there is more than one paper in a single session

In cases where there are two papers for the same syllabus timetabled in the same examination session, candidates should be allowed a short supervised break between the papers. The supervised break should be no longer than 30 minutes.

The second question paper must not be given out until the full time allocated to the first paper has been allowed and the scripts, answer sheets and question papers for the first paper have been collected.

4 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.

5 Syllabus 0596 Art & Design

Copies of the question papers for 0596/01 Observational Study, 0596/02 Interpretative Study and 0596/03 Design Study should be given to candidates immediately on receipt from BEC.

These examinations are of 10 hours duration and should take place over two consecutive days. **All Centres must timetable the examinations from 19 September to 20 September 2019.** Since the dates of this examinations are not reflected in the timetable and Statement of Entry, the Head of Centre must arrange for all candidates to be informed of the dates. The exam scripts will be collected by BEC from 23rd to 25th September 2019.

6 0611/02 Food & Nutrition Practical Examination

The Planning Sessions for this Practical Examination will take place on **22 August 2019** starting at **8.00 am**. The Practical Examination will take place between **9 September and 20 September 2019**.

The dates of the Planning Session and the Practical Examination do not appear on the candidate Statement of Entry. The Head of Centre must arrange for all candidates to be informed of the dates of the planning session and the examination.

7 Practical Examinations

For the Practical Examinations in Chemistry, Physics, Biology and Computer Studies, it may be necessary to arrange a number of consecutive sessions of the examination. In such cases, arrangements must be made to ensure that there is no contact between candidates who have taken the test in one session and those who are scheduled to take the test in a later session.

8 0617/02 Music Performing

The Performing Examination of Music 0617/02 will take place during the period **19 August to 05 September 2019**. The date of the Performing Examination will not appear on the candidate's Statement of Entry. The Head of Centre must arrange for all candidates to be informed of the date.

9 0618/03 French Speaking Test

The Speaking Tests will take place during the period **15 September to 18 October 2019**. The date of the Speaking Test will not appear on the candidate's Statement of Entry. The Head of Centre must arrange for all candidates to be informed of the date. Speaking Test samples and marks should be submitted to BEC not later than **21 October 2019**.

10 Submission of Coursework and Coursework Marks

Centres which have registered candidates for Coursework syllabuses should submit all coursework and coursework marks on the stipulated dates as indicated on page 10 BGCSE Year Practical Examination/Coursework Moderation Schedule of this Timetable. Coursework marks should be captured on MALEPA application by Centres except for (0599/03) Agriculture paper 3 that should be sent for capture at BEC. **Centres who have not captured coursework marks at the time of moderation will not be moderated.**

11 Key Times and Full Centre Supervision, Cambridge Syllabuses

Centres which take Cambridge GCE O Level Syllabuses and BGCSE French should observe that Cambridge requires that at the Key Times stipulated below all candidates must be under Full Centre Supervision for security purposes. Syllabuses which are affected are 4037-Additional Mathematics, 4040-Statistics and 0618 -BGCSE French.

The **Key Times** are 11.00 am local time for the morning sessions and 3.00 pm local time for the afternoon sessions. In the November 2019 examination all of the examination papers concerned are in the morning session.

The morning session for examinations will start at 08.00am. Candidates who will be writing Cambridge examinations will therefore finish before the **Key Time** of 11.00 am. Since the **Key Time** is after the end of the examinations all candidates **must remain under Full Centre Supervision until 11.00 am**.

Candidates can either be under **Full Centre Supervision** in the examinations rooms with their invigilators or when they leave the examinations rooms, they must be under **Full Centre Supervision** with their invigilators continuously until the **Key Time**.

Key Times and Full Centre Supervision, Cambridge Syllabuses (continued)

During the period between the end of the examination and 11.00 am, candidates can have access to their books and notes, and they can talk to each other provided that they do not cause any disturbance to other candidates who are still doing an examination. However, candidates must not have access to telephones, cell phones, the internet, or any means of external communication, and candidates must not be allowed to communicate by any means whatsoever with anyone who is not under **Full Centre Supervision**. As soon as the **Key Time** has passed, the candidates may be released.

Afternoon Session starting at 2.00 p.m.

Duration

Duration

Duration

Duration

Duration

2 h 15 m

Duration

Duration

Duration

Duration

2 h 15 m

Duration

Afternoon Session starting at 2.00 p.m.

07 October – 11 October 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday 07 Oct	Component		Duration
	0615/02	Business Studies Paper 2	2 h

Component		Duration
0583/02	History Paper 2	1 h 45 m

Tuesday 08 Oct	Component		Duration
	0614/02	Accounting Paper 2	2 h

Component		Duration
0571/01	Physics Multiple Choice	1 h
0571/03	Physics Theory	1 h 15 m

Wednesday 09 Oct	Component		Duration
	0597/02	Computer Studies Written	2 h 30 m

Component		Duration
0599/01	Agriculture Multiple Choice	45 m

Thursday 10 Oct	Component		Duration
	0571/04	Physics Practical Test	2 h
	0571/05	Physics Alternative to Practical	1 h

Component		Duration
0585/03	Social Studies Paper 3	1 h

Friday 11 Oct	Component		Duration
	4037/12	Additional Mathematics Paper 12	2 h

Component		Duration
0586/01	Development Studies Paper 1	1 h 30 m

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

14 October – 18 October 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday 14 Oct	Component		Duration
	0572/04	Biology Practical Test	1 h 15 m
	0572/05	Biology Alternative to Practical	1 h
	0573/01	Human and Social Biology Multiple Choice	1 h

Component		Duration
0587/01	Literature in English Paper 1	2 h 30 m

Tuesday 15 Oct	Component		Duration
	0570/04	Chemistry Practical Test	1 h
	0570/05	Chemistry Alternative to Practical	1 h
	0617/01	Music Listening	1 h

Component		Duration
0616/01	Physical Education Paper 1	2 h

Wednesday 16 Oct	Component		Duration
	0597/01	Computer Studies Practical Paper	1 h 30 m

Component		Duration
0586/02	Development Studies Paper 2	1 h 30 m

Thursday 17 Oct	Component		Duration
	0583/01	History Paper 1	2 h

Component		Duration
0585/01	Social Studies Paper 1	1 h 30 m

Friday 18 Oct	Component		Duration
	4037/22	Additional Mathematics Paper 22	2 h

Component		Duration
0584/03	Geography Paper 3	1 h

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

21 October – 25 October 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday
21 Oct

Component		Duration
0614/01	Accounting Paper 1	2 h

Component		Duration
0598/01	Commerce Multiple Choice	1 h

Tuesday
22 Oct

Component		Duration
0615/01	Business Studies Paper 1	2 h

Component		Duration
0588/01	Religious Education Paper 1	1 h 30 m

Wednesday
23 Oct

Component		Duration
0618/02	French Reading	1 h

Component		Duration

Thursday
24 Oct

Component		Duration

Component		Duration

Friday
25 Oct

Component		Duration
0618/04	French Writing	1 h

Component		Duration

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

28 October – 01 November 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday 28 Oct	Component		Duration
	0588/02	Religious Education Paper 2	2 h 30 m

Component		Duration
0562/02	Setswana Comprehension, Summary & Translation	1 h 50 m

Tuesday 29 Oct	Component		Duration
	0595/01	Design and Technology Written Paper	2 h 30 m
	0611/01	Food and Nutrition Theory	2 h
	0612/01	Fashion and Fabrics Written	2 h
	0613/01	Home Management Written	2 h

Component		Duration
0568/01	Science Single Award Multiple Choice	50 m
0569/01	Science Double Award Multiple Choice	1 h 30 m

Wednesday 30 Oct	Component		Duration
	0563/03	Mathematics Paper 3	2 h 30 m

Component		Duration
0584/01	Geography Paper 1	1 h 30 m

Thursday 31 Oct	Component		Duration
	0562/03	Setswana Literature	2 h 30 m

Component		Duration
0568/04	Science Single Award Alternative to Practical	45 m
0569/04	Science Double Award Alternative to Practical	1 h 30 m

Friday 01 Nov	Component		Duration
	0561/02	English Language Comprehension	2 h

Component		Duration
0598/03	Commerce Case Study	1 h 45 m

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

04 November – 08 November 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday 04 Nov	Component		Duration
	0563/02	Mathematics Paper 2	2 h

Component		Duration
0572/01	Biology Multiple Choice	50 m
0572/03	Biology Theory	1 h 15 m
0573/02	Human and Social Biology Theory	2 h

Tuesday 05 Nov	Component		Duration
	0568/03	Science Single Award Theory	1 h 15 m
	0569/03	Science Double Award Theory	2 h

Component		Duration
0563/01	Mathematics Paper 1	1 h 30 m

Wednesday 06 Nov	Component		Duration
	0585/02	Social Studies Paper 2	2 h 30 m

Component		Duration
0562/01	Setswana Continuous Writing	1 h 40 m

Thursday 07 Nov	Component		Duration
	0561/01	English Language Continuous Writing	1 h 45 m

Component		Duration
0599/02	Agriculture Theory	2h 15m

Friday 08 Nov	Component		Duration
	0618/01	French Listening	45 m

Component		Duration
0584/02	Geography Paper 2	2h 10m

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Please turn the page for the next session

11 November – 11 November 2019

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

Monday
11 Nov

Component		Duration
0598/02	Commerce Written	2 h 30 m

Component		Duration
0570/01	Chemistry Multiple Choice	1 h
0570/03	Chemistry Theory	1 h 15 m

Component		Duration

Component		Duration

Component		Duration

Component		Duration

Component		Duration

Component		Duration

Component		Duration

Component		Duration

Morning Session starting at 8.00 a.m.

Afternoon Session starting at 2.00 p.m.

BGCSE Year Practical Examinations / Coursework Moderation Schedule

Activity	Description	Syllabus	Submission Date / Month	Deliverables
Submission of Coursework	1. Marks for Centrally moderated components to reach Botswana Examinations Council	1. 0612/02 2. 0597/03 0599/03 0616/02 0617/03 0586/03	16-19 September 2019 02-07 October 2019	<ul style="list-style-type: none"> ◆ Attendance registers ◆ Projects ◆ Individual Marksheets ◆ Record cards ◆ Summary Marksheets
	2. Marks for All Externally moderated components to be submitted to Chief Invigilators at Centres	3. 0613/02 4. 0595/02 5. 0596/05	09-12 September 2019 14-18 October 2019 02-07 October 2019	
Submission of Non Coursework Speaking Test	Marks for the internally assessed component	6. 0618/03	21 October 2019 NB: Test to run 15 September to 18 October 2019	◆ Internal Assessment Marksheets/MS1 forms

Syllabus	Moderator Standardisation Dates		Moderation Date		Post Moderation Evaluation
	Team Leaders	Moderation Team	Start Date	End Date	
0613/02 Home Management	16 - 17 September	18 - 20 September	07 October	15 October	16 - 20 October
0612/02 Fashion & Fabrics	02 - 03 October	04 - 06 October	07 October	14 October	15 October
0596/05 Art & Design	07 - 08 October	07– 08 October	09 October	21 October	26 - 27October
0616/02 Physical Education	14 - 16 October	26 - 28 October	29 October	5 November	06 November
0597/03 Computer Studies	14 - 16 October	26 - 28 October	29 October	7 November	08 November
0586/03 Development Studies	14 - 16 October	26 - 28 October	29 October	7 November	08 November
0599/03 Agriculture	14 - 16 October	26 - 28 October	29 October	7 November	08 November
0617/03 Music	26 - 27 October	26 - 27 October	28 October	01 November	02 November
0595/02 Design & Technology	17-18 October	28 - 31 October	01 November	08 November	09 - 10 November

Syllabus	Standardisation Date		Examination Date		Post Examination Evaluation
	Team Leaders	Examining Team	Start Date	End Date	
0617/02 Music	16 August	16 August	19 August	05 September	06 - 07 September
0611/02 Food & Nutrition	02 - 03 September	04 - 06 September	09 September	20 September	07 - 11 October

Food and Nutrition Planning Session : Thursday, 22 August 2019

Art and Design examination : Thursday, 19 to Friday, 20 September 2019 - Collection: 23-25 September 2019

Project Selection for Agriculture, PE, DVS, Computer Studies by Principal Moderators : Wednesday, 09 October 2019

Key to the Timetable

Syllabus	Code	Date	Session	Duration
English Language	0561/01	07 Nov	am	1 h 45 m
	0561/02	01 Nov	am	2 h
Setswana	0562/01	06 Nov	pm	1 h 40 m
	0562/02	28 Oct	pm	1 h 50 m
	0562/03	31 Oct	am	2 h 30 m
Mathematics	0563/01	05 Nov	pm	1 h 30 m
	0563/02	04 Nov	am	2 h
	0563/03	30 Oct	am	2 h 30 m
Science: Single Award	0568/01	29 Oct	pm	50 m
	0568/03	05 Nov	am	1 h 15 m
	0568/04	31 Oct	pm	45 m
Science: Double Award	0569/01	29 Oct	pm	1 h 30 m
	0569/03	05 Nov	am	2 h
	0569/04	31 Oct	pm	1 h 30 m
Chemistry	0570/01	11 Nov	pm	1 h
	0570/03	11 Nov	pm	1 h 15 m
	0570/04	15 Oct	am	1 h
	0570/05	15 Oct	am	1 h
Physics	0571/01	08 Oct	pm	1 h
	0571/03	08 Oct	pm	1 h 15 m
	0571/04	10 Oct	am	2 h
	0571/05	10 Oct	am	1 h
Biology	0572/01	04 Nov	pm	50 m
	0572/03	04 Nov	pm	1 h 15 m
	0572/04	14 Oct	am	1 h 15 m
	0572/05	14 Oct	am	1 h
Human & Social Biology	0573/01	14 Oct	am	1 h
	0573/02	04 Nov	pm	2 h
History	0583/01	17 Oct	am	2 h
	0583/02	07 Oct	pm	1 h 45 m
Geography	0584/01	30 Oct	pm	1 h 30 m
	0584/02	08 Nov	pm	2 h 10 m
	0584/03	18 Oct	pm	1 h
Social Studies	0585/01	17 Oct	pm	1 h 30 m
	0585/02	06 Nov	am	2 h 30 m
	0585/03	10 Oct	pm	1 h
Development Studies	0586/01	11 Oct	pm	1 h 30 m
	0586/02	16 Oct	pm	1 h 30 m
Literature in English	0587/01	14 Oct	pm	2 h 30 m

Syllabus	Code	Date	Session	Duration
Religious Education	0588/01	22 Oct	pm	1 h 30 m
	0588/02	28 Oct	am	2 h 30 m
Design & Technology	0595/01	29 Oct	am	2 h 30 m
Computer Studies	0597/01	16 Oct	am	1 h 30 m
	0597/02	09 Oct	am	2 h 30 m
Commerce	0598/01	21 Oct	pm	1 h
	0598/02	11 Nov	am	2 h 30m
	0598/03	01 Nov	pm	1 h 45 m
Agriculture	0599/01	09 Oct	pm	45 m
	0599/02	07 Nov	pm	2 h 15 m
Food & Nutrition	0611/01	29 Oct	am	2 h
Fashion & Fabrics	0612/01	29 Oct	am	2 h
Home Management	0613/01	29 Oct	am	2 h
Accounting	0614/01	21 Oct	am	2 h
	0614/02	08 Oct	am	2 h
Business Studies	0615/01	22 Oct	am	2 h
	0615/02	07 Oct	am	2 h
Physical Education	0616/01	15 Oct	pm	2 h
Music	0617/01	15 Oct	am	1 h
French	0618/01	08 Nov	am	45 m
	0618/02	23 Oct	am	1 h
	0618/04	25 Oct	am	1 h
Additional Mathematics	4037/12	11 Oct	am	2 h
	4037/22	18 Oct	am	2 h
Statistics	4040/12	02 Oct	am	2 h 15 m
	4040/22	04 Oct	am	2 h 15 m