



BOTSWANA
EXAMINATIONS
COUNCIL

2022

JUNIOR CERTIFICATE EXAMINATIONS

T I M E T A B L E

SEPTEMBER/NOVEMBER 2022

SECOND VERSION DATED 14 JULY 2022



General Instructions and Guidelines

1. About this Timetable

This timetable contains

- instructions and guidelines about the examinations;
- scheduled dates for practical examinations;
- submission dates for coursework deliverables;
- dates for capturing of coursework marks in Malepa;
- 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. Home Economics Paper 21/2

The **planning session** for this practical examination will take place on **03 August, 2022 at 08:00**.

The **practical examination** will take place from **12 to 23 September 2022**. The examination will be conducted on the dates allocated to each centre as reflected on the schedule that will be sent to the centres.

5. Music Paper 34/1: Listening

- This is a listening examination that requires a CD which is provided by BEC.
- The CD is provided together with a set of Instructions for Invigilators.
- The instructions should be read by the Chief Invigilator and the Music teacher **1 day before the examination**.

6. Music Paper 34/3: Practical Examination

- This practical examination will take place from **05 to 16 September 2022**. The examination will be conducted on the dates allocated to each centre as reflected on the schedule that will be sent to the centres.

7. Art Paper 33/2: Practical Examination

- This is a controlled practical examination that runs for 3 hours.
- The question papers must be distributed to candidates on **03 August, 2022 at 11:00** 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.

8. French Paper 32/1: Listening Comprehension

- This is a listening examination that requires a CD 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.

9. Syllabuses for all candidates

The following components previously available only for private candidates are now available for all candidates; private and school going candidates. All candidates should therefore register for these components;

1. Agriculture Paper 4 (16/4);
2. Commerce and Office Procedures Paper 4 (25/4)
3. Commerce and Accounting Paper 4 (26/4);

10. For Private Candidates Only

General Science Papers 1 and 2 (43/1 & 43/2) components are for private candidates only and should **not** be availed to school candidates unless by prior arrangement with BEC.

11. Submission of Coursework and Coursework Marks

Centres which have registered candidates for coursework syllabuses should **capture their marks in Malepa on the stipulated dates** as well as submit the marks physically together with all projects, artefacts, folios as indicated on page 6 of this Timetable.

Centres who would not have entered marks in Malepa at the time of moderation will not be moderated.

12. General Notes

- **The Invigilator's manual and the timetable should be in each examination room at all times for the duration of the examinations period.**
- The Invigilator should confirm with candidates before opening the envelope that the paper is the timetabled one.
- At the beginning of each examination session, sealed packets of the question papers should be opened by the Invigilator in the presence of candidates.
- At the end of each examination, scripts and answer sheets should be sealed in the presence of the candidates.
- Candidates should individually append their signature against their names on the attendance register for each of the scheduled examinations before being dismissed from the examination room. The Chief Invigilator must also indicate absent candidates and sign at the bottom of each page of the attendance register to confirm the information provided.
- Projects, scripts and answer sheets will be collected from centres. Communication will be made to centres regarding collection arrangements.

01 August — 21 October 2022

	Morning session starts at 08:00			Afternoon session starts at 14:00		
Wednesday 03 Aug	Syllabus		Time	Syllabus		Time
	21/2	Home Economics Paper 2 Planning Session	08:00 - 09:30			
Thursday 08 Sept	Syllabus		Time	Syllabus		Time
	33/2	Art Paper 2	08:00 - 11:00			
Monday 17 Oct	Syllabus		Time	Syllabus		Time
	12/4	English Paper 4	08:00 - 08:55	32/1	French Paper 1	14:00 - 14:45
	34/1	Music Paper 1	11:00 - 12:00			
Tuesday 18 Oct	Syllabus		Time	Syllabus		Time
	16/4	Agriculture Paper 4	08:00 - 9:00	17/2	Design and Technology Paper 2	14:00 - 16:00
Wednesday 19 Oct	Syllabus		Time	Syllabus		Time
	25/2	Commerce and Office Procedures Paper 2	08:00 - 10:00	11/3	Setswana Paper 3	14:00 - 15:15
	26/2	Commerce and Accounting Paper 2	08:00 - 10.00			
Thursday 20 Oct	Syllabus		Time	Syllabus		Time
	32/3	French Paper 3	08:00 - 10:00	14/2	Science Paper 2	14:00 - 16:00
				43/2	General Science Paper 2	14:00 - 16:00
Friday 21 Oct	Syllabus		Time	Syllabus		Time
	12/2	English Paper 2	08:00 - 09:30	31/2	Religious Education Paper 2	14:00 - 16:00
	Morning session starts at 08:00			Afternoon session starts at 14:00		

24 October — 28 October 2022

Morning session starts at 08:00

Afternoon session starts at 14:00

Monday
24 Oct

Syllabus	Time
13/2 Mathematics Paper 2	08:00 - 10:00

21/1 Home Economics Paper 1 14:00 - 15:30

Tuesday
25 Oct

Syllabus	Time
35/1 Physical Education Paper 1	08:00 - 09:30
32/2 French Paper 2	11:00 - 12:00

18/2 Moral Education Paper 2 14:00 - 16:00

Wednesday
26 Oct

Syllabus	Time
12/3 English Paper 3	08:00 - 10:00

25/1 Commerce and Office
Procedures Paper 1 14:00 - 15:00

26/1 Commerce and Accounting
Paper 1 14:00 - 15:00

Thursday
27 Oct

Syllabus	Time
11/2 Setswana Paper 2	08:00 - 10:00

16/2 Agriculture Paper 2 14:00 - 15:15

Friday
28 Oct

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

13/1 Mathematics Paper 1 14:00 - 15:30

Morning session starts at 08:00

Afternoon session starts at 14:00

31 October - 04 November 2022

Morning session starts at 08:00

Afternoon session starts at 14:00

Monday
31 Oct

Syllabus	Time
34/2 Music Paper 2	08:00 - 09:30
25/4 Commerce and Office Procedures Paper 4	11:00 - 12:00
26/4 Commerce and Accounting Paper 4	11:00 - 12:00

12/1 English Paper 1 14:00 - 15:15

Tuesday
01 Nov

Syllabus	Time
33/1 Art Paper 1	08:00 - 09:00
31/1 Religious Education Paper 1	11:00 - 12:00

17/1 Design and Technology Paper 1 14:00 - 15:00

Wednesday
02 Nov

Syllabus	Time
18/1 Moral Education Paper 1	08:00 - 09:00

15/1 Social Studies Paper 1 14:00 - 15:00

Thursday
03 Nov

Syllabus	Time
14/1 Science Paper 1	08:00 - 09:00
43/1 General Science Paper 1	08:00 - 09:00

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

Friday
04 Nov

Syllabus	Time
16/1 Agriculture Paper 1	08:00 - 09:00

Morning session starts at 08:00

Afternoon session starts at 14:00

JCE 2022 Practical Examinations & Coursework Submission

PRACTICAL EXAMINATIONS

Syllabus	Examiner Standardisation Date		Examination Date		Post Examination Evaluation
	Team Leaders	Examining Team	Start Date	End Date	
34/3 Music	29 - 30 August	31 August - 02 September	05 September	16 September	18 - 20 September
21/2 Home Economics	03 - 05 September	06 - 09 September	12 September	23 September	25 - 28 September

COURSEWORK SUBMISSION AND MARKS CAPTURE IN MALEPA BY CENTRES

Syllabus	Submission of Projects and Marksheetworks to the Chief Invigilator	Deadline for Capturing of Marks in Malepa by Centres	Deliverables to BEC
33/3 Art	29 July 2022	03 August 2022	Coursework Submission Registers, Projects, Individual and Summary Marksheetworks.
21/3 Home Economics	29 July 2022	03 August 2022	Coursework Submission Registers, Projects, Individual and Summary Marksheetworks.
34/4 Music	29 July 2022	03 August 2022	Coursework Submission Registers, Projects, Individual and Summary Marksheetworks.
35/2 Physical Education	13 September 2022	16 September 2022	Coursework Submission Registers, Projects, Individual and Summary Marksheetworks.
17/3 Design and Technology	06 October 2022	10 October 2022	Coursework Submission Registers, Projects, Individual and Summary Marksheetworks.

COLLECTION OF PROJECTS FROM CENTRES

- Projects will be collected from centres by a Courier company engaged by BEC. A letter communicating collection dates for all deliverables will be sent to centres.
- Summary Marksheetworks for each component must be signed, stamped and packaged individually in envelopes and placed together in one big envelope/box clearly Labelled 'Summary Marksheetworks'.
- Artefacts should be securely stored at the centres until six (6) weeks after publication of results.

Key to the Timetable

Syllabus	Code	Date	Session	Duration
Setswana	11/1	03 Nov	Afternoon	1 hr 30 min
	11/2	27 Oct	Morning	2 hrs
	11/3	19 Oct	Afternoon	1 hr 15 min
English	12/1	31 Oct	Afternoon	1 hr 15 min
	12/2	21 Oct	Morning	1 hr 30 min
	12/3	26 Oct	Morning	2 hrs
	12/4	17 Oct	Morning	55 min
Mathematics	13/1	28 Oct	Afternoon	1 hr 30 min
	13/2	24 Oct	Morning	2 hrs
Science	14/1	03 Nov	Morning	1 hr
	14/2	20 Oct	Afternoon	2 hrs
Social Studies	15/1	02 Nov	Afternoon	1 hr
	15/2	28 Oct	Morning	2 hrs 15 min
Agriculture	16/1	04 Nov	Morning	1 hr
	16/2	27 Oct	Afternoon	1 hr 15 min
	16/4	18 Oct	Morning	1 hr
Design and Technology	17/1	01 Nov	Afternoon	1 hr
	17/2	18 Oct	Afternoon	2 hrs
	17/3	10 Oct	Afternoon	Marks Capture
Moral Education	18/1	02 Nov	Morning	1 hr
	18/2	25 Oct	Afternoon	2 hrs
Home Economics	21/1	24 Oct	Afternoon	1 hr 30 min
	21/2	03 Aug	Morning	1 hr 30 min (Planning)
	21/2	12 Sept	23 Sept	2 hrs (Practical)
	21/3	03 Aug	Afternoon	Marks Capture
Commerce & Office Procedures	25/1	26 Oct	Afternoon	1 hr
	25/2	19 Oct	Morning	2 hrs
	25/4	31 Oct	Morning	1 hr
Commerce & Accounting	26/1	26 Oct	Afternoon	1 hr
	26/2	19 Oct	Morning	2 hrs
	26/4	31 Oct	Morning	1 hr
Religious Education	31/1	01 Nov	Morning	1 hr
	31/2	21 Oct	Afternoon	2 hrs
French	32/1	17 Oct	Afternoon	45 min
	32/2	25 Oct	Morning	1 hr
	32/3	20 Oct	Morning	2 hrs

Syllabus	Code	Date	Session	Duration
Art	33/1	01 Nov	Morning	1 hr
	33/2	08 Sept	Morning	3 hrs
	33/3	03 Aug	Afternoon	Marks Capture
Music	34/1	17 Oct	Morning	1 hr
	34/2	31 Oct	Morning	1 hr 30 min
	34/3	05 Sept	16 Sept	10 mins (Practical)
	34/4	03 Aug	Afternoon	Marks Capture
Physical Education	35/1	25 Oct	Morning	1 hr 30 min
	35/2	16 Sept	Afternoon	Marks Capture
General Science	43/1	03 Nov	Morning	1 hr
	43/2	20 Oct	Afternoon	2 hrs