

**EXAMINATION TIMETABLE FOR ORDINARY DIPLOMA AND BASIC TECHNICIAN CERTIFICATE IN
TOURISM & HOSPITALITY (ICT)**

NTA LEVEL 4 & 6

YEAR: 2020

SEMESTER 1 & 2

Thursday 10 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	FBT 04101	INTRODUCTION TO HOSPITALITY & TOURISM	1	4

Friday 11 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	TG 04101	TOUR GUIDING OPERATION	1	4
11:00 – 01:00	GST 042020	BASIC ENGLISH GRAMMAR & STRUCTURE	1	4

Monday 14 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	FOT 04101	INTRODUCTION TO FRONT OFFICE OPERATION	1	4
11:00 – 01:00	AOT 04101	ACCOMMODATION OPERATION	1	4

Tuesday 15 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	GST 04105	BASIC COMMUNICATION SKILLS	1	4
11:00 – 01:00	FP 04101	INTRODUCTION TO FOOD PRODUCTION OPERATION	1	4

Wednesday 16 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	GST 04104	BASIC COMPUTER OPERATION	1	4
11:00 – 01:00	GST 04104	BASIC ENTREPRENEURSHIP	1	4

Thursday 17 September 2020

TIME	MODULE CODE	MODULE TITLE	SEMESTER	NTA LEVEL
08:00 – 10:00	TG 04102	TOURISM	1	4

NOTICE TO CANDIDATES

1. You are required to appear for the examination(s) at the Centre (s) under which you are registered unless otherwise advised by the Council in writing.
2. You are required to observe all instructions given to you by the Supervisor, Invigilators or Officers of the Council responsible for the conduct of the examinations.
3. You are required to attend punctually at the time shown on your timetable. If you arrive more than half an hour late for an examination, you will not be admitted.
4. After the first half-hour, you may leave as soon as you have finished your paper and handed in the script to the Supervisor/Invigilator. You may leave the room temporarily at any time after the first half-hour but only with the permission of the invigilator.
5. You may bring into the examination room only instruments which are specifically permitted. If you are suspected of cheating or attempting to cheat, or assisting someone else to cheat, the facts will be reported to the Council. You may in consequence be disqualified from the examination and excluded from all future examinations of the Council. Any notes or other unauthorised material found in the examination room may be retained by the Council at its discretion.
6. Communication, verbal or otherwise, between candidates is not allowed during the examination. If any candidate wishes to communicate with the invigilator he should raise his hand to attract attention.
7. You must write your examination number correctly on every answer sheet of the answer booklet/answer sheet used. Using anybody else's examination number is considered a case of dishonesty that may lead to cancellation of examination results. Names, initials or any other mark that would identify a candidate should never be written on answer books or sheets of paper.
8. If you are found guilty of dishonesty in connection with the examination you may be disqualified in the entire examination.
9. You should not write any notes on your question paper. Use the last pages of your answer booklet to do rough work but ensure that you cross to indicate that it is not something to be marked.
10. You should not take anything from the examination room, unless instructed otherwise. You should not destroy any paper or material supplied in the examination room.
11. Write in blue or black ink or ball pen. Draw in pencil.
12. Smoking is not permitted in the examination room.
13. The examination will continue as scheduled even if it falls on a public holiday.