

UGANDA BUSINESS AND TECHNICAL EXAMINATIONS BOARD

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Final Timetable

UGANDA BUSINESS AND TECHNICAL EXAMINATIONS BOARD DEPARTMENT OF BUSINESS AND HUMANITIES DIPLOMA EXAMINATIONS NOV-DEC 2024

GENERAL INSTRUCTIONS:

1. The time allowed for each paper is shown against the name of the paper. **NO EXTRA TIME IS TO BE ALLOWED.** In case of any discrepancy, the time shown on the question paper must be taken as correct.
2. It must be observed that the morning session begins at 9:00 a.m. and afternoon at 2.00 p.m.
3. Briefing the candidates by the Principals/Heads of Centres on the conduct of the examinations will be done on **Friday 29th November, 2024.** All candidates **MUST** attend this briefing at their respective centres of registration.
4. No candidate is allowed to take more than one paper in each time block per day.

DAY and DATE	SESSION	PAPER CODE(S)	PAPER NAME	DURATION
FRIDAY 29TH NOV, 2024	MORNING 09:00 A.M.		Briefing of Candidates on Directions and Caution about examinations	3 Hours
MONDAY 2ND DEC, 2024	MORNING 09:00 A.M.	NDJM122-1/NDJ008-1	Photo Journalism (Theory)	3 Hours
		NDJM113/1	Radio Journalism Production (Theory)	3 Hours
		DHIC111-1	Basics of Cooking and Preparation of Food Dishes (Theory)	3 Hours
		HIC1202	Front Office Operation	3 Hours
		DTHM113	Front Office Management	3 Hours
		NDCB121	Chemical Hair Reformation (Prac)	4 Hours
		DTM1204	Hotel Reception Operations	3 Hours
		DATD121	Financial Accounting	3 Hours
		DLIS1201	Documentation and Work Services	3 Hours
		DLIS2105	Community Information Services	3 Hours
		DLIS234	Community Information Services	3 Hours
		HIC2201	French II	3 Hours
		NDSA221	Keyboard Skills IV	3 Hours
		BST2206	Import and Export Marketing	3 Hours
BST1205/DFOA1203/DBA2106	Intermediate Accounting	3 Hours		
DBSA121	Intermediate Accounting	3 Hours		

	NDA121	Financial Accounting II	3 Hours
	NDA007	Financial Accounting II	3 Hours
	UDBS1205	Financial Accounting II	3 Hours
	DBSA112/ACC1101/DBA1103/ GBDM111	Financial Accounting	3 Hours
	UDBS1101	Financial Accounting I	3 Hours
	DFOA1102/DTM1105/ GMFA111	Fundamentals of Accounting	3 Hours
	DFAC121	Fundamentals of Accounting	3 Hours
	BHD1201	Principles of Accounting	3 Hours
	DPAM124	Principles of Accounting	3 Hours
	DATD111	Principles of Accounting	3 Hours
	DCIS2103	Management Information Systems	3 Hours
	BHD2103	Principles of Store Keeping	3 Hours
	DPM1104	Introduction to Development Concepts and Processes	3 Hours
	DCEN1102	Engineering Mathematics I	3 Hours
	DCEN1204	Engineering Mathematics II	3 Hours
	DCIS1103	Computational Mathematics	3 Hours
	DCOS1103	Calculus/Numerical Analysis	3 Hours
	DHIC241-1	Front Office Operations and Management (Theory)	3 Hours
	DCOS1205	Discrete Mathematics	3 Hours
	DGC1102	Life skills	3 Hours
	DREM1201	Principles of Records Classification	3 Hours
	DREM1201.	Theory and Practice of Records Classification	3 Hours
	GAD211	Gender and Human Rights	3 Hours
	SIM2201/OMT2207/NDSA213	Office Management	3 Hours
	SWK111/DDS113/DPAM211	Community Development	3 Hours
	GAD224	Gender and Conflict Management	3 Hours
AFTERNOON 02:00 P.M.	NDJM112-1/NDJ001-1	News Writing and Reporting (Theory)	3 Hours
	FPD1101-1	Fundamentals of Food Preparation (Theory)	3 Hours
	FPD1202-1	Snacks and Fast Food Preparation (Theory)	3 Hours
	HIC1105-1	Food and Beverage Production I (Theory)	3 Hours
	DPAM113/DPAM1204	Administrative Law	3 Hours
	DBLW211/BLW1201/ DEBM1204/SBDM122/ GMBL122/DBA1202/ UDBS1201	Business Law	3 Hours
	DATD113	Principles of Business and Company Law	3 Hours
	DTM1202	Travel Law	3 Hours
	DHRM2104	Introduction to Labour Laws	3 Hours
	DCFS2105	Customs Law	3 Hours

		GAD212	Gender and Law	3 Hours
		BST2109	Law of Carriage	3 Hours
		NDM122	Legal Aspects of Marketing	3 Hours
		NDPSM004	Legal Aspects of Purchasing and Supplies	3 Hours
		DTM2102	Eco Tourism	3 Hours
		DCFS1202	Economics of Shipping Management	3 Hours
		DREM2203	Preservation and Conservation of Records	3 Hours
		DRIM122	Preservation and Conservation of Records	3 Hours
		DCIS1202	Database Systems Design I	3 Hours
		DICT1207	Fundamentals of Database Management Systems	3 Hours
		DCEN2102	Computer Systems Architecture and Logic	3 Hours
		GAD226/DDS226	Disaster management and Preparedness	3 Hours
TUESDAY 3RD DEC, 2024	MORNING 09:00 A.M.	DFP2202-1	Pastry and Bakery (Theory)	3 Hours
		NDJM114-2	Advertising (Prac)	3 Hours
		DHRM2201	Human Resource Information Systems	3 Hours
		DSWS2201	Disaster management	3 Hours
		DTM1201	Air Transport Management	3 Hours
		HIC2202	Food Costing and Control	3 Hours
		DFCO111	Food Costing	3 Hours
		SWK123/DDS123/GAD123	Community Based Health Care	3 Hours
		DSWS2103	Basic Statistics	3 Hours
		DBSM112	Sales Management	3 Hours
		BST2106	Management of Sales	3 Hours
		SIM2202	Interpersonal Skills	3 Hours
		DIPS211	Interpersonal Skills	3 Hours
		DHIC242-1	Housekeeping and Laundry Operations (Theory)	3 Hours
		DFOA2202/UDBS2203	Income Tax	3 Hours
		DHRM1101	Introduction to Human Resource Management	3 Hours
		POT2203	Principles of Taxation	3 Hours
		SBDM223/ETN2203/DBA2104	Elements of Taxation	3 Hours
		NUT1201	Principles of Nutrition and Meal Planning	3 Hours
		STA1202/DBA1203/GBDM211/ DBST211/UDBS1202	Business Statistics	3 Hours
		DPAM1202	Local Government and Service Delivery	3 Hours
		NDCB225	Hand and Foot Care (Prac)	4 Hours
		NDCB213	Make-up Artistry (Prac)	4 Hours
CYD123	Children and Disability	3 Hours		
DCOS1201	Operating Systems Technologies	3 Hours		
DLIS125	Principles of Management of Information Resources	3 Hours		



		DPM2107	Project Monitoring and Evaluation	3 Hours
		HIC2203	Event Management	3 Hours
		DHIC131-1	Event Management (Theory)	3 Hours
		NDCB111	Hair Care and Design Theory	3 Hours
		FPD2101-1	Food Preparation II (Theory)	3 Hours
		LSC1203	Art, Culture and Development Project	3 Hours
		DCOS2103	Multimedia and Signal Coding	3 Hours
		DFOA1202	Business Mathematics	3 Hours
		DBA1101/DHRM2101	Fundamentals of Human Resource Management	3 Hours
		SBDM222/SWK226/DPAM112 /DDS228	Human Resource Management	3 Hours
		DCOS2202	Software Engineering	3 Hours
		NDJM211	Digital Journalism	3 Hours
		BST2207	Marketing Research	3 Hours
		DREM1202	Legal Framework of Records and Information Management	3 Hours
	AFTERNOON 02:00 P.M.	RIM1201	Legislation, Policy and Ethics in Information Science Works	3 Hours
		DRIM112	Legislation, Policy and Ethics in Records Management	3 Hours
		DLIS211	Library Legislation	3 Hours
		PLM2202	Procurement Ethics	3 Hours
		DPLM123	Procurement Ethics	3 Hours
		BST2105/DFOA2103/NDA221/ UDBS2105	Public Sector Accounting	3 Hours
		DBSA232	Public Sector Accounting and Management	3 Hours
		SIM1203/NDSA126	Secretarial Duties	3 Hours
		DSIM231	Secretarial Duties	3 Hours
		DPAM221	Ethical Issues in Public Administration	3 Hours
		CYD221	Juvenile Justice	3 Hours
		DTM1103	Wildlife Ecology	3 Hours
		DGC2202	Introduction to Career and Occupational Counselling	3 Hours
WEDNESDAY 4TH DEC, 2024	MORNING 09:00 A.M.	DFP2202-2	Pastry and Baking (Prac)	4 Hours
		DTHM123-2	Basic Food and Beverage Preparation (Prac)	4 Hours
		SIM2204	Information Comm. Technology III (Prac)	2 Hours
		NDJM122-2/NDJ008-2	Photo Journalism (Prac)	3 Hours
		DPAM125	Public Finance Management	3 Hours
		DPAM2104	Introduction to Public Finance	3 Hours



	NDCB216	Anatomy and Physiology	3 Hours
	SWK212	Human Growth Behaviour and Development	3 Hours
	DLIS1102	Introduction to Knowledge Classification	3 Hours
	RIM1204	Library Cataloguing: Theory and Practice	3 Hours
	DLIS113	Library Cataloguing	3 Hours
	DTM2202	Fares and Ticketing II	3 Hours
	DTHM234	Fares and Ticketing Reservations	3 Hours
	NDBM121	Production Management	3 Hours
	PLM2204/DPLM231	Production and Operations Management	3 Hours
	DEBM2103	Introduction to Operations Management	3 Hours
	NDCB261	Manicure and Pedicure Theory	3 Hours
	DLIS1203	Cataloging and Classification	3 Hours
	DCFS2106	Marine Insurance	3 Hours
	DREM2201	Paleography and Oral History	3 Hours
	DCEN1203	Data Communication and Networking I	3 Hours
	NDJM212	Public Relations Practices	3 Hours
	DCEN2105	Data Communication and Networking II	3 Hours
	HIC1203	Principles of Hygiene	3 Hours
	DLIS122	Data Base Management Systems	3 Hours
	HIC1101	Hygiene and Safety	3 Hours
	DHAS111	Hygiene and Safety	3 Hours
	GCD1101	Hygiene and Safety	3 Hours
	HIC2106	French I	3 Hours
	DPAM2201	Management of Social Services	3 Hours
	CYD210	Social protection for Children	3 Hours
AFTERNOON 02:00 P.M.	SIM2103/NDSA212/UDSS2104	Shorthand III	3 Hours
	BST2108	Customs Operations and Management	3 Hours
	NDJM121-1	Television Production (Theory)	3 Hours
	DTM2105	Fares and Ticketing I	3 Hours
	DCEN2201	Wireless Communication	3 Hours
	NDJ009	Public Relations	3 Hours
	NDM224	Business Kiswahili	3 Hours
	KSW2205/GBDM224	Business Kiswahili	3 Hours
	DLIS1204	Conservation and Preservation of Library Resources	3 Hours
	RIM2104	Preservation and Conservation of Records	3 Hours
	GAD113/CYD112	Research Methods and PRA	3 Hours



		SWK112/DDS112/DPAM114	Social Research Methods	3 Hours
		SBDM115	Business Ethics	3 Hours
		DBBE211	Business Ethics	3 Hours
		DSIM232	Work Ethics	3 Hours
		DDS120	Political Economy	3 Hours
		DHRM1203	Career Planning and Guidance	3 Hours
		DHRM2103	Human Resource Planning	3 Hours
		DCIS2104	Dynamic Websites (PHP, MYSQL, DW)	3 Hours
		DSWS2102	Theory and Management of Organizations	3 Hours
		DPM2203	Project Operations and Management	3 Hours
		DLIS2102	Publishing and Book Trade	3 Hours
		DLIS231	Publishing and Book Trade	3 Hours
		NDJ011	Political Science	3 Hours
THURSDAY 5TH DEC, 2024	MORNING 09:00 A.M.	HIC1106-1	Food and Beverage Service I (Theory)	3 Hours
		FPD1201-1	Food Preparation I (Theory)	3 Hours
		BST2209	Modes and Practices of Transport	3 Hours
		NDCB222	Hair Colouring (Prac)	4 Hours
		DHIC243/DTHM232/ DTM2204-2	Computerized Reservations System (Prac)	3 Hours
		SIM2104/NDSA211	Keyboard Skills III	3 Hours
		DREM1203	Office Management and Practice	3 Hours
		DRIM123	Office Practice	3 Hours
		SWK215	Children, Youth and Development	3 Hours
		DCIS2203	Data Warehousing and Data Mining	3 Hours
		DGC1202	Introduction to Counselling Theories	3 Hours
		DSWS2202	Community and Rural Development	3 Hours
		NDCB262	Manicure and Pedicure Practice	6 Hours
		NDJM213	Human Rights	3 Hours
		DPAM223	Human Rights in Public Administration and Management	3 Hours
		DCEN2107	Digital Electronics	3 Hours
		PLM2103	Essentials of Negotiation	3 Hours
		DPLM112	Essentials of Negotiation	3 Hours
		RIM1106	Library Classification: Theory and Practice	3 Hours
		DLIS112	Library Classification	3 Hours
BST2208/NDM223/DCFS1205	International Marketing	3 Hours		
NDCF214	International Marketing	3 Hours		



	HIC1204	Nutrition	3 Hours
	DBNU111	Basic Nutrition	3 Hours
	NDSA222	Shorthand IV	3 Hours
	DHRM2202	Reward Management	3 Hours
	NDM221	Fundamentals of Selling	3 Hours
	DEOM1106	Essentials of Management	3 Hours
	NDJM125	Sociology	3 Hours
	NDJ004	Sociology	3 Hours
	DSWS1102/GAD112/CYD113/ SWK121	Introduction to Sociology	3 Hours
AFTERNOON 02:00 P.M.	DCOS2104	Human Computer Interaction	3 Hours
	DCEN2104	Sustainable Energy Systems	3 Hours
	DDS111/GAD120/SWK213/ CYD213/DPAM115/DPPM1203	Project Planning and Management	3 Hours
	DPM1106	Project Planning: Formulation and Design	3 Hours
	DGC1103	Issues in Counselling	3 Hours
	GAD213	Public Policy	3 Hours
	DPAM2103	Fundamentals of Public Policy	3 Hours
	RIM1105/DREM1101/DLIS2201 /DRIM111	Principles of Records Management	3 Hours
	DEBM2104/DBA2204	Business Planning	3 Hours
	DREM1101.	Introduction to Records Management	3 Hours
	BST2202/SBDM213/UDBS2202	Principles of Auditing	3 Hours
	DFOA2104	Auditing and Business Ethics	3 Hours
	NDA008	Auditing And Business Ethics	3 Hours
	DFOA2201	Elements of Financial Reporting	3 Hours
	DLIS2101	Introduction to Information Storage and Retrieval	3 Hours
	RIM1202	Records Organisation and Processing	3 Hours
	DTHM112	Tourism Demand and Supply Analysis	3 Hours
	BST2107	Customer Relationship Management	3 Hours
	DBSM121	Customer Relationship Management	3 Hours
	DTHM122	Customer Care Relationships	3 Hours
	DCFS1204	Import and Export Management	3 Hours
	NDCF211	Import and export management	3 Hours
	DFSM121/HIC2204	Food Sales and Marketing	3 Hours
	DPLM111/PLM1105	Principles of Purchasing and Supplies Management	3 Hours
	DBA1205	Purchasing and Supplies Management	3 Hours



		DGC2203	Introduction to HIV/AIDS Counselling and Management	3 Hours	
FRIDAY 6TH DEC, 2024	MORNING 09:00 A.M.	NDCB131	Chemical Straightening and Perming Theory	3 Hours	
		DPM2204-1	ICT for project management (Theory)	3 Hours	
		DHIC111-2	Basics of Cooking and Preparation of Food Dishes (Prac)	4 Hours	
		DREM1205/DREM2103/ DPLM2103.	Store Keeping and Inventory Management	3 Hours	
		DTM1203	French Language I	3 Hours	
		DTM2103	French Language II	3 Hours	
		LAG1201	Hospitality French	3 Hours	
		NDCB251	Skin Care and Body Massage Theory	3 Hours	
		DHIC241-2	Front Office Operations and Management (Prac)	1 Hour	
		SWK225/DDS227/GAD221 /DEN2203	Entrepreneurship Development	3 Hours	
		CYD220	Youth Entrepreneurship Development	3 Hours	
		GCD2101	Entrepreneurship Skills	3 Hours	
		DEBM2204	Entrepreneurship Development Skills	3 Hours	
		GBDM123	Entrepreneurship Development	3 Hours	
		EDT2101/DBA2201/UDBS2101	Entrepreneurship Development and Training	3 Hours	
		DATD123	Economics and Entrepreneurship	3 Hours	
		NDJ006-2	Economics and Entrepreneurship (Entrep.)	3 Hours	
	DCEN1103	Introduction to Electronics Principles	3 Hours		
	DCOS1102	Programming Language Fundamentals	3 Hours		
		AFTERNOON 02:00 P.M.	DGC1106	Introduction to Professional and Ethical Issues in Counselling	3 Hours
			DGC1201	Introduction to Grief Counselling	3 Hours
			DPAM123	Strategic Public Procurement	3 Hours
			DPM2106	Decentralization and Development Projects/Programmes	3 Hours
			GAD214	Decentralization and Local Government	3 Hours
			DPAM212	Local Government Administration and Decentralization	3 Hours
			DDS211	Local Government and Decentralization	3 Hours
	DHIC112-2		Food Service (Prac)	2 Hours	
	DLIS2203		Desk Top Publishing (Prac)	3 Hours	
	DHIC132-1		Flower Arrangements, Decoration and Organization (Theory)	3 Hours	
	CYD211		Rights Based Programming	3 Hours	
	DDS214	Leadership and Good Governance	3 Hours		



		SWK216	Community Based Rehabilitation	3 Hours
		DECO111/ECO1102/GBDM112/ DTM1102/DBA1104/GMBE112 /NDCB112/DEBM1201/ UDSS1102 UDBS1102	Business Economics	3 Hours
		NDJ006-1	Economics and Entrepreneurship (Econ.)	3 Hours
		SWK122/DDS122/GAD121	Development Economics	3 Hours
		RIM1102	Library and Information Science	3 Hours
		DPM2205	Project Resource Mobilization and Budgeting	3 Hours
MONDAY 9TH DEC, 2024	MORNING 09:00 A.M.	FPD2104	Cake Making and Decoration (Prac)	4 Hours
		NDCB211	Hair Depilation (Prac)	4 Hours
		NDCB252	Skin Care and Body Massage Practice	6 Hours
		NDJM214	Video Editing	4 Hours
		DHIC131-2	Events Management (Prac)	4 Hours
		DHIC242-2	Housekeeping and Laundry Operations (Prac)	3 Hours
		BST2204/DFOA2203DBA2203 /NDA222/DBCA122	Computerized Accounting (Prac)	3 Hours (Day 1)
		UDBS2204	Elements of Accounting Software	3 Hours
		HIC2104-1	Food and Beverage Production (Theory)	3 Hours
		DTHM123-1	Basic Food and Beverage Preparation (Theory)	3 Hours
		NDJM124/1	Art of Public Speaking (Theory)	3 Hours
		DLIS233	Marketing of Library Services	3 Hours
		DSWS2203	Introduction to Guidance and Counselling	3 Hours
		DPLM234	Stores Management	3 Hours
		NDPSM012	Stores Management	3 Hours
		PSM1205	Principles of Stores Management	3 Hours
		DPSM211	Principles of Stores Management	3 Hours
		SWK221/GAD223/CYD224/ DDS215	Counselling and Guidance	3 Hours
		DGC1101	Introduction to Psychology of Human Development	3 Hours
		DFP2204	Menu Planning and Engineering	3 Hours
		DCIS2206	Geographical Information Systems	3 Hours
		NDCB132	Chemical Straightening and Perming Practice	6 Hours
		DCOS2206	Intelligent Systems	3 Hours
		DCOS2107	Computer Programming Methodology II	3 Hours
DGC1203	Introduction to Child and Adolescent Counselling	3 Hours		



		DPM2102	Project Implementation and Network Analysis	3 Hours
		DSWS1103	Introduction to Contemporary Social Problems	3 Hours
	AFTERNOON 02:00 P.M.	DTM2204-1	Computerized Reservation Systems (Theory)	3 Hours
		NDJ007-1	Newspaper and Magazine Production (Theory)	3 Hours
		RIM2202	Management of Library and Information Centers	3 Hours
		RIM2105	Medical Records Management	3 Hours
		DRIM231	Principles of Medical Records Management	3 Hours
		DSWS1202	Introduction to Social Administration	3 Hours
		DTHM233	Touristic Zones and Map Reading	3 Hours
		BST1207/NDM121	Marketing Environment	3 Hours
		DBSM122	Marketing Environment	3 Hours
		BST2210	Customs Declaration	3 Hours
		NDCF121/DCFS1201	Principles of Customs Declaration	3 Hours
		NDCF111	Clearing and Forwarding management	3 Hours
		FPD2103	Kitchen Supervision and Management	3 Hours
		DHRM2203	Human Resource Administration	3 Hours
		NDM213	Analysing Customers	3 Hours
		DDS223	Introduction to Ethics	3 Hours
		DLIS123/DLIS2204	Introduction to Multimedia Librarianship	3 Hours
		DEBM1101	Entrepreneurship Development and Opportunity Identification	3 Hours
		DLIS111	Introduction to Library Operation and Management	3 Hours
		PLM2206	Public Procurement II	3 Hours
	DPLM122	Public Procurement and Disposal Management	3 Hours	
	DPLM2104.	Disposal Management	3 Hours	
	DLIS1101	Introduction to Library Operation	3 Hours	
TUESDAY 10TH DEC, 2024	MORNING 09:00 A.M.	FPD1202-2	Snacks and Fast Food Preparation (Prac)	4 Hours
		FPD2102	Specialty Cuisine-Indian Cuisine (Prac)	4 Hours
		DHIC132-2	Flower Arrangements, Decoration and Organization (Prac)	4 Hours
		BST2204/DFOA2203/DBA2203 /NDA222/DBCA122	Computerized Accounting (Prac)	3 Hours (Day 2)
		NDJM124/2	Art of Public Speaking (Prac)	1 Hour
		DHRM1202	Organisational Behaviour	3 Hours
		DTHM121	Tourism Product Marketing	3 Hours
		DTM2104	Principles of hospitality Management	3 Hours
		DLIS1205	Reference Sources and Services	3 Hours

	DLIS232	Referencing and Bibliographic Control	3 Hours
	DPAM215	Public Administration and Elections Management	3 Hours
	RIM2204/DREM2202	Museology	3 Hours
	SIM1205/NDSA121	Keyboard Skills II	3 Hours
	DSIM121-1	Keyboard Skills II (Theory)	3 Hours
	DBCS111/BCS1103/GBDM114/ DBCS1105/DTM1104/GCD1102	Business Communication Skills	3 Hours
	DBA1201		
	DATD112	Business Communication	3 Hours
	DGC1105/SWK124/DPM1107/ LSC1105	Communication Skills	3 Hours
	DPAM224	Communication Skills in Public Administration and Management	3 Hours
	DBCS2105	International Business Communication	3 Hours
	DDS110	Introduction to Development Studies	3 Hours
	BHD2201	Hospitality Marketing	3 Hours
	CYD110	Introduction to Children, Youth and Development	3 Hours
	NDCB142	Hair Cutting, Barbering and Colouring Practice	6 Hours
	NDCB221	Hair Cutting and Barbering (Prac)	4 Hours
	DTM2205	Hospitality Sales and Marketing	3 Hours
	CYD120	Child Protection	3 Hours
AFTERNOON 02:00 P.M.	DHIC121-1	Beverage Preparation and Service (Theory)	3 Hours
	NDJM114-1	Advertising (Theory)	3 Hours
	DHIC112-1	Food Service (Theory)	3 Hours
	DCEN2103	Introduction to Microprocessor Technology	3 Hours
	SIM2203	Customer Service	3 Hours
	BHD1204	Customer Care	3 Hours
	DLIS124/DLIS2104	Automation of Library and Information Systems	3 Hours
	DRIM113/RIM2205	Management of Electronic Records	3 Hours
	DDS213	Human Rights and Conflict Management	3 Hours
	SWK224/GAD222/DDS121	Environment and Sustainable Development	3 Hours
	DPM1205	Introduction to Environmental Management and Sustainability	3 Hours
	DSWS1104/SWK110	Introduction to Social Work	3 Hours
	DIOM2202	Industrial Organization and Management	3 Hours
	SIM1106/NDSA115	Keyboard Skills I	3 Hours
	DSIM111-1	Keyboard Skills I (Theory)	3 Hours



		DBSM111	Goods and Service Marketing	3 Hours
		DFOM1103	Fundamentals of Marketing	3 Hours
		NDM115	Fundamentals of Marketing	3 Hours
		MKF1203/DBA2102/ UDBS1203	Marketing Fundamentals	3 Hours
		DMKF121	Marketing Fundamentals	3 Hours
		DPM1105	Development Policy Analysis, Planning and Management	3 Hours
		DTM2106	Hospitality Customer Care	3 Hours
		CYD222	Children and Youth Practice	3 Hours
WEDNESDAY 11TH DEC, 2024	MORNING 09:00 A.M.	HIC1105-2	Food and Beverage Production I (Prac)	4 Hours
		FPD1101-2	Fundamentals of Food Preparation (Prac)	4 Hours
		FPD1201-2	Food Preparation I (Prac)	4 Hours
		DTM2201	Tour Guiding Techniques	3 Hours
		DTHM231	Tour Guiding Skills and Techniques	3 Hours
		NDCB116	Hair Care and Design (Prac)	4 Hours
		NDCB113	Hair Care and Design Practice	6 Hours
		NDCB141	Hair Cutting, Barbering and Colouring Theory	3 Hours
		NDJM215	Graphics and Image Editing	4 Hours
		DBFR211-1	Business French (Theory)	3 Hours
		DPAM1101	Fundamentals of Public Administration	3 Hours
		DPAM111	Introduction to Public Administration and Management	3 Hours
		DPFM211	Principles of Financial Management	3 Hours
		DPAM121/DDS212	Public Policy and Administration	3 Hours
		NDBM221	Public Sector Management	3 Hours
		GAD122	Gender and Psychology	3 Hours
		FMG1204/GBDM124/ GMFM124/DFOA2102/ UDB1204	Financial Management	3 Hours
		DBSA231	Financial Management	3 Hours
		SBDM214	Strategic Management	3 Hours
		DBA2103	Elements of Business Finance	3 Hours
		DPAM225	Introduction to Development	3 Hours
		DPM1206	Project Appraisal and Pre-Investment	3 Hours
		DPM2105	Elements of Project Financial Management	3 Hours
		DICT2203	Introduction to E-commerce	3 Hours
		DCIS1205	Electronic Commerce	3 Hours
		DLIS2103	Marketing of Information Services	3 Hours

		DRIM232/RIM1203	Marketing of Information	3 Hours
		DCIS2102	Database Systems Design II	3 Hours
		DGC2103	Introduction to family and Group Therapy	3 Hours
		SWK214	Sociology of Crime and Deviance	3 hours
	AFTERNOON 02:00 P.M.	HIC1106-2	Food and Beverage Service I (Prac)	2 Hours
		SWK113	Gender and Social Welfare	3 Hours
		RIM2206	Reprography and Paper Making	3 Hours
		DRIM121	Reprography and Paper Making	3 Hours
		DREM1204	Paper Making and Printing	3 Hours
		DREM1206	Basic of Paper Making, Printing and Publishing	3 Hours
		DPAM2202	Management of Organizations	3 Hours
		DPM1204	Introduction to Gender and Minority Interests	3 Hours
		NDJM111	Introduction to Journalism and Media Studies	3 Hours
		NDJ003	Communication in Journalism	3 Hours
		GAD110	Introduction to Gender and Development	3 Hours
		DDS221/DPAM216	Gender and Development	3 Hours
		DREM2104	Technical Writing and Documentation	3 Hours
		DSWS2207	Human growth and Development	3 Hours
		DREM2104.	Technical Writing and Documentation in Records and Information Management	3 Hours
		NDCF112	Shipping Practice	3 Hours
		DCFS2101	Customs Tariffs and Cargo Nomenclature	3 Hours
		NDCF122	Customs Tariffs and Cargo Management	3 Hours
		CYD121	Education and Skills Development	3 Hours
		DCIS2202	Project Planning and Management for IS	3 Hours
		DGC1104	Introduction to Psychology of Personality	3 Hours
		SWK120/CYD114/DSWS2206	Introduction to Psychology	3 Hours
		PLM2105	Logistics Management	3 Hours
		GAD225	Gender and Social Service Delivery	3 Hours
		DFP2203	Food and Beverage Costing and Control	3 Hours
		DGC2204	Introduction to Marital Counselling	3 Hours
THURSDAY 12TH DEC, 2024	MORNING 09:00 A.M.	NDCB115	Fundamentals of Hairdressing (Prac)	4 Hours
		NDCB223	Thermal Styling and Moulding (Prac)	4 Hours
		NDCB214	Hair Plaiting (Prac)	4 Hours
		NDJM121-2	Television Production (Prac)	3 Hours
		NDJ002-1	Radio and Television Production (Theory)	3 Hours
		HIC2105-1	Food and Beverage Service II (Theory)	3 Hours

	SIM1204/NDSA125	Shorthand II	3 Hours
	DSIM122-1	Shorthand II (Theory)	2 Hours
	DSWS2104	Social Policy and Planning	3 Hours
	SWK222	Social Policy	3 Hours
	PLM2205	Specification and Supply Management	3 Hours
	DPLM113	Specification and Supply Management	3 Hours
	NDSA214	Customer Care	3 Hours
	DLIS2205	Customer Care Management	3 Hours
	DSIM113-2	Customer Care and Service (Prac)	30 Mins
	NDBM125	Business Organisation and Management	3 Hours
	DBSA111/BST1105/NDA214/ UDBS1105	Business Administration	3 Hours
	DBA1102	Fundamentals of Business Administration	3 Hours
	DEBM2202	Business Management	3 Hours
	DCEN1104	Computer Systems Maintenance	3 Hours
	CYD111	Early Childhood Care and Development	3 Hours
	DREM2101	Electronic Documents and Records Management System	3 Hours
	DICT1101	Introduction to Website Development and Technology	3 Hours
	DLIS121	Website Development and Design	3 Hours
	BST1210	Introduction to clearing and forwarding	3 Hours
	DCIS1204	Introduction to Web Design	3 Hours
	CYD223	Children and Youth in Emergencies and Humanitarian Situations	3 Hours
	SWK114/DDS114	Introduction to Adult Education	3 Hours
AFTERNOON 02:00 P.M.	NDJ007-2	Newspaper and Magazine Production (Prac)	3 Hours
	NDJM112-2/NDJ001-2	News Writing and Reporting (Prac)	3 hours
	DPM1108	General Management Theory, Functions and Principles	3 Hours
	SIM1105/NDSA116	Shorthand I	3 Hours
	DSIM112-1	Shorthand I (Theory)	2 Hours
	DCIS2201	Computer Security	3 Hours
	SWK211/DSWS1205	Elements of Social Work Intervention	3 Hours
	DPAM122/DDS222/SWK223	Organisational Principles	3 Hours
	GAD111	Introduction to Development	3 Hours
	POM1202/DBA1204/SBDM125/ GMPM125/POM2103/BHD2101/ /DPOM121	Principles of Management	3 Hours
	CYD124	Youth Identity and Participation	3 Hours
	CYD212	Adolescent Sexual Reproductive Health and Rights	3 Hours
	HIC1205	House Keeping Operations	3 Hours

		DTM1205	World Travel Geography	3 Hours		
		DDS216/DPAM213	NGO Role in Development	3 Hours		
		DTHM124	Tourism Professional Ethics	3 Hours		
		BHD1203	Professional Ethics and Conduct	3 Hours		
		LSC1106	General Ethics in Professionalism	3 Hours		
		DGC2102	Introduction to Community and Social Psychology	3 Hours		
FRIDAY 13TH DEC, 2024	MORNING 09:00 A.M.	HIC2104-2	Food and Beverage Production II (Prac)	4 Hours		
		FPD2201	Traditional Cuisine (Uganda Dishes)-Prac	4 Hours		
		FPD2101-2	Food Preparation II (Prac)	4 Hours		
		NDCB215	Hair Weaving (Prac)	4 Hours		
		NDCB123	Braiding and Weaving Practice	6 Hours		
		NDJM113-2	Radio Journalism Production (Prac)	3 Hours		
		NDJ002-2	Radio and Television Production (Prac)	4 Hours		
		DSIM121-2	Keyboard Skills II (Prac)	3 Hours		
		DHIC121-2	Beverage Preparation and Service (Prac)	3 Hours		
		DSIM113-1	Customer Care and Service (Theory)	3 Hours		
		NDSA223	Principles and Practices of Administration	3 Hours		
		NDSA215	Computer Graphics and Photo Editing	3 Hours		
		DREM2102	Fundamentals of Archives Management	3 Hours		
		DLIS2202	Introduction to Archives Management	3 Hours		
		DBSM231	E-Marketing	3 Hours		
		DEBM2201	Marketing Management	3 Hours		
		PLM1106	Public Procurement I	3 Hours		
		DPLM121	Procurement Principles	3 Hours		
		DPLM2101.	International Procurement Management	3 Hours		
		NDCF213	Customs software (Asycuda world)	3 Hours		
		CYD214/SWK217/DPAM214 /DDS229	Foundations of Sign Language	3 Hours		
		DHRM2102	Industrial Welfare and Relations	3 Hours		
		DICT1206/DCIS2101	Fund. of Systems Analysis and Design	3 Hours		
			AFTERNOON 02:00 P.M.	HIC2105-2	Food and Beverage service II (Prac)	2 Hours
				DSIM111-2	Keyboard Skills I (Prac)	3 Hours
				RMS1206/DPM1207/ DORM2105/DCFS2104/ DBA2105/RMS2102/UDBS1206	Research Methods	3 Hours
				NDJ012-1	Research Methods	3 Hours
				SBDM225/NDM225/ GMRM226/GDBM213	Research Methods and Proposal Writing	3 Hours
	DGC1204	Introduction to Research methodology and Program Development		3 Hours		
	PLM2106	International Purchasing		3 Hours		
	DPLM124	International Procurement		3 Hours		



		DTM2101	Tour Operations Management	3 Hours	
		NDCB122	Braiding and Weaving Theory	3 Hours	
		DCEN2101	Embedded Systems	3 Hours	
MONDAY 16TH DEC, 2024	MORNING 09:00 A.M.	DPAM226	Environment and Sustainable Development	3 Hours	
		DSIM122-2	Shorthand II (Prac)	45 Mins	
		ICT1104/UDBS1104/ DBA1105-1/GBDM113-1	Information and Communication Technology I (Theory)	3 Hours	
		DICT1104/DICT1102	Introduction to Information and Communication Technology (Theory)	3 Hours	
		DICT111-1	Information and Communication Technology (Theory)	3 Hours	
		NDJ005-1	Computer Applications in Journalism (Theory)	3 Hours	
		DCIS1101-1	Computer Literacy (Theory)	3 Hours	
		DATD122-1	Information and Communication Technology (Theory)	3 Hours	
		AFTERNOON 02:00 P.M.	DBFR211-2	Business French (Prac)	15 Mins
	NDJM123		Media Ethics and Law	3 Hours	
	NDJ010		Media Ethics, Law and Human Rights	3 Hours	
	DTM1101		Introduction to Hospitality and Uganda Tourism	3 Hours	
	DTHM111		Introduction to Tourism and Hospitality	3 Hours	
	BHD1101		Introduction to Hospitality and Tourism	3 Hours	
	DSIM112-2		Shorthand I (Prac)	45 Mins	
	DCAC211		Cost Accounting	3 Hours	
	CAC2104/DFOA2101/ UDBS2104/DPLM2104		Cost Accounting	3 Hours	
	NDA009		Cost Accounting	3 Hours	
	GBDM212		Cost and Management Accounting	3 Hours	
	DBSA122		Cost and Management Accounting	3 Hours	
	DBS212		Cost and Management Accounting	3 Hours	
	DBA2202		Management and Cost Accounting	3 Hours	
	NDCB212		Skin Care and Beauty (Prac)	4 Hours	
	DCFS2103/DCFS2106		Cargo Storage and Warehousing	3 Hours	
	NDCF212		Cargo Warehousing and Storage	3 Hours	
	TUESDAY 17TH DEC, 2024		MORNING 09:00 A.M.	DBA1105-2/GBDM113-2	Information Communication Technology I (Prac)
		DATD122-2		Information and Communication Technology (Prac)	1½ Hours
DICT1205/ICT1207/ICT2102		Information and Communication Technology II (Prac)		2 Hours	
DICT1102		Introduction to Information and Communication Technology (Prac)		2 Hours	
DPM2204/2		ICT for Project Management (Prac)		3 Hours	
DICT111-2		Information and Communication Technology (Prac)		2 Hours (Day 1)	

		NDJ005-2	Computer Applications in Journalism (Prac)	2 Hours
		DCIS1101-2	Computer Literacy (Prac)	2 Hours
		DTM1106/GCD1103	Computer Application (Prac)	2 Hours
		SWK227/DDS224	Computer Application	2 Hours
		DGC1205	Computer Skills and Applications	3 Hours
		DPAM222	IT for Public Administrators and Managers	3 Hours
	AFTERNOON 02:00 P.M.			
WEDNESDAY 18TH DEC, 2024	MORNING 09:00 A.M.	DICT111-2	Information and Communication Technology (Prac)	2 Hours (Day 2)
	AFTERNOON 02:00 P.M.			

INSTRUCTIONS TO CANDIDATES

1. Candidates should ease themselves before entering the examination room. No candidate shall be allowed to leave the examination room before the end of the examination.
2. Candidates should be seated in the examination hall/room at least 15 minutes before the start of the examination. **Any candidate who comes thirty (30) or more minutes after the official start of the examination will not be allowed to sit the examination paper.**
3. Do not smuggle unauthorized materials e.g., notes, text-books, etc. in the examination room. Do not engage in any form of examination malpractice.
4. Programmable calculators and Mobile Phones are not allowed in and around examination rooms.
5. Candidates are instructed to present themselves at the entrance to the examination rooms/halls for checking by the examination supervisors and then should be checked their pockets, shoes or any other part where smuggled information could be hidden.
6. At the start of each examination, a candidates' representative should examine the question paper envelope(s) to find out whether (it is), they are intact or already opened. In case the envelopes are already opened, report this matter to the Executive Secretary UBTEB, P.O. Box 1499 Kampala Line 0393255225 or 0393193194: Email: info@ubteb.go.ug
7. Attend carefully to the instructions given on the question paper rubric. **Do not answer more questions than asked for. The examiner will not mark the extra questions answered.**
8. Write your correct names, registration number and paper number on each page of your answer booklets and any separate *sheet(s)* used. Poor handwriting DEC leads to loss of marks and results.
9. Sit only the examination paper you registered for. No results DEC be issued for papers sat but not registered for. Register your attendance for each paper with the examination supervisor.
10. Sit the examination only at the Centre where you have registered to take it.
11. At the end of the examination, stop writing when instructed to do so, arrange your scripts in order, make sure that they all have your registration number written on them and fasten together at the left-hand corner.
12. Do not go out immediately at the end of each examination. Witness the checking, sealing of the scripts in the return envelope.
13. Leave all the used and unused booklets and other official stationery inside the examination room.
14. Sharing of Calculators, Mathematical/Reference tables, charts are NOT allowed during the examination period. Borrowing of pens shall be done after consulting the examination supervisor.



15. Do NOT write anything on the Question paper. All rough work should be done in the official answer booklet provided.
Afterwards, rough work should be canceled.



Oyesigye Onesmus (CPA)
EXECUTIVE SECRETARY