



OIB 2018  
Administrative Organisation

Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	Jun	July
We send			We send				We send			
Admin org overview							Blank Entry, Estimated Grades and Special Consideration forms			
We send			Grid to fill in with the names of participants at the oral examiner training meetings							
OIB questionnaire (schoolpost doc)										We send
We send						We send				
A grid to fill in with the names of participants at the October subject meetings	We send			Heads of Oral Exam Centres		A calendar for the forthcoming oral examinations in the different centres to the Heads of Oral Exam Centres				A grid to fill in with the names of participants at the October subject meetings
	Language/Literature grid to fill in with oral and written options			Complete and return table of oral dates in their centre and related dates						
		We send				We send			You send	You
		Grid to fill in with candidates' details				Examiner grids to all involved				
You send										Names and details of the candidates at the September session by 10th July
List of participants at the subject meetings by mid Sept	You send		List of participants at the oral examiner training meetings			You send				
You send	Language/Literature grid completed with oral and written options by 24th November					Completed Entry, Estimated Grades and Special Consideration forms by mid-May				
A schoolpost questionnaire with all information about your school by end of September			You send							
			Deadline for receipt of list of candidates and their details 20th December							