

General information about practical exams

Centres must follow the guidance on science practical exams given in the *Cambridge Handbook*.

Safety

Supervisors must follow national and local regulations relating to safety and first aid.

Only those procedures described in the question paper should be attempted.

Supervisors must inform candidates that materials and apparatus used in the exam should be treated with caution. Suitable eye protection should be used where necessary.

The following hazard codes are used in these confidential instructions, where relevant:

C	corrosive	MH	moderate hazard
HH	health hazard	T	acutely toxic
F	flammable	O	oxidising
N	hazardous to the aquatic environment		

Hazard data sheets relating to substances used in this exam should be available from your chemical supplier.

Before the exam

- The packets containing the question papers must **not** be opened before the exam.
- It is assumed that standard school laboratory facilities, as indicated in the *Guide to Planning Practical Science*, will be available.
- Spare materials and apparatus for the tasks set must be available for candidates, if required.

During the exam

- It must be made clear to candidates at the start of the exam that they may request spare materials and apparatus for the tasks set.
- Where specified, the supervisor **must** perform the experiments and record the results as instructed. This must be done **out of sight** of the candidates, using the same materials and apparatus as the candidates.
- Any assistance provided to candidates must be recorded in the supervisor's report.
- If any materials or apparatus need to be replaced, for example, in the event of breakage or loss, this must be recorded in the supervisor's report.

After the exam

- The supervisor must complete a report for each practical session held and each laboratory used.
- Each packet of scripts returned to Cambridge International must contain the following items:
 - the scripts of the candidates specified on the bar code label provided
 - the supervisor's results relevant to these candidates
 - the supervisor's reports relevant to these candidates
 - seating plans for each practical session, referring to each candidate by candidate number
 - the attendance register.

Specific information for this practical exam

During the exam, the supervisor (**not** the invigilator) must do the experiment in Question 1 and record the results on a spare copy of the question paper, clearly labelled 'supervisor's results'.

Question 1

Each candidate should be provided with:

hazard	materials and apparatus	quantity per candidate
	1 cm × 2 cm × 2 cm block of agar containing universal indicator, on a white tile	1
	large test-tubes (approximately 150 mm × 25 mm)	4
	test-tube rack to hold large test-tubes	1
	permanent marker pen	1
	10 cm ³ syringe	2
	distilled water in a 100 cm ³ beaker labelled distilled water	50 cm ³
	1 mol dm ⁻³ hydrochloric acid solution in a 100 cm ³ beaker labelled 1 mol per dm³ hydrochloric acid solution	50 cm ³
	knife or scalpel	1
	empty 250 cm ³ beaker labelled water-bath	1
	a supply of warm tap water at 40 °C Candidates will raise their hand when they require warm water.	100 cm ³
	stop-clock	1
	paper towels	5
	gloves	1 pair
	suitable eye protection	1
	30 cm ruler with mm scale (also needed for Question 2)	1
	10 cm × 10 cm piece of white card	1

Preparation of materials*2% agar containing universal indicator*

This should be prepared the day before the exam and stored in a refrigerator overnight.

Sprinkle 20 g non-nutrient agar onto 1 dm³ distilled water in a beaker. Boil the mixture and stir continuously until it clears. Remove from the heat and add 10 cm³ universal indicator **[F]** to obtain a green colour. If the agar is a red or orange colour after adding the universal indicator, add drops of 1 mol dm⁻³ sodium hydroxide **[C]** until the agar turns green or blue-green. Pour the molten agar into shallow trays to a depth of 1 cm.

When the agar has set cut it into blocks which measure at least 1 cm × 2 cm × 2 cm. Each block should be presented to candidates on a white tile.

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Supervisor's report

Syllabus and component number

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Centre number

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Centre name

Time of the practical session

Laboratory name/number

Give details of any difficulties experienced by the centre or by candidates (include the relevant candidate names and candidate numbers).

You must include:

- any difficulties experienced by the centre in the preparation of materials
- any difficulties experienced by candidates, e.g. due to faulty materials or apparatus
- any specific assistance given to candidates.

Declaration

- 1 Each packet that I am returning to Cambridge International contains all of the following items:
 - the scripts of the candidates specified on the bar code label provided
 - the supervisor's results relevant to these candidates
 - the supervisor's reports relevant to these candidates
 - seating plans for each practical session, referring to each candidate by candidate number
 - the attendance register.
- 2 Where the practical exam has taken place in more than one practical session, I have clearly labelled the supervisor's results, supervisor's reports and seating plans with the time and laboratory name/number for each practical session.
- 3 I have included details of difficulties relating to each practical session experienced by the centre or by candidates.
- 4 I have reported any other adverse circumstances affecting candidates, e.g. illness, bereavement or temporary injury, directly to Cambridge International on a *special consideration form*.

Signed (supervisor)

Name (in block capitals)