CONFIDENTIAL INSTRUCTIONS

This document gives details of how to prepare for and administer the practical exam.

The information in this document and the identity of any materials supplied by Cambridge International are confidential and must NOT reach candidates either directly or indirectly.

The supervisor must complete the report at the end of this document and return it with the scripts.

If you have any queries regarding these confidential instructions, contact Cambridge International stating the centre number, the syllabus and component number and the nature of the query.

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This syllabus is regulated for use in England, Wales and Northern Ireland as a Cambridge International Level 1/Level 2 Certificate.

This document consists of 6 printed pages and 2 blank pages.
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:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>corrosive</td>
</tr>
<tr>
<td>HH</td>
<td>health hazard</td>
</tr>
<tr>
<td>F</td>
<td>flammable</td>
</tr>
<tr>
<td>N</td>
<td>hazardous to the aquatic environment</td>
</tr>
<tr>
<td>MH</td>
<td>moderate hazard</td>
</tr>
<tr>
<td>T</td>
<td>acutely toxic</td>
</tr>
<tr>
<td>O</td>
<td>oxidising</td>
</tr>
</tbody>
</table>

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 barcode 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 experiments in Questions 1 and 2 and record the results on a spare copy of the question paper, clearly labelled ‘supervisor’s results’.

Materials and apparatus for Question 1

Each candidate will require the following materials and apparatus. Labels do not need to include concentrations.

[MH]  
- 4 g of anhydrous sodium carbonate, Na₂CO₃, in a dry stoppered test-tube, labelled solid N
  The anhydrous sodium carbonate should be newly purchased.

[MH]  
- 6 g of hydrated sodium carbonate, Na₂CO₃•H₂O, in a stoppered test-tube, labelled solid O
  Washing soda crystals are NOT suitable.
  - access to water and at least 100 cm³ of distilled water
  - 50 cm³ measuring cylinder
  - 250 cm³ beaker for support
  - 2 × polystyrene cups (cardboard cups may be used as an alternative)
  - stop-clock or timer which can measure to an accuracy of 1 s
  - stirring thermometer, –10 °C to 110 °C at 1 °C graduations
  - teat pipette
  - spatula
During the exam, the supervisor (NOT the invigilator) must do the experiments in Questions 1 and 2 and record the results on a spare copy of the question paper, clearly labelled ‘supervisor’s results’.

Materials and apparatus for Question 2

Each candidate will require the following materials and apparatus. Labels do not need to include concentrations.

- 0.5 g of copper(II) nitrate-3-water, Cu(NO₃)₂•3H₂O, labelled solid P
- 0.5 g of potassium bromide, KBr, labelled solid Q
- aqueous silver nitrate of sufficient concentration to give a positive halide test
- aqueous nitric acid of concentration 1 mol / dm³
- aqueous sodium hydroxide of concentration 1 mol / dm³
- aqueous ammonia of concentration 1 mol / dm³
- small piece of aluminium foil, approximately 1 cm × 1 cm in size
- distilled water
- red and blue litmus paper
- splints
- 10 cm³ measuring cylinder
- apparatus for two flame tests
- Bunsen burner and means to light it
- rack of test-tubes
- 2 × boiling tubes
- stopper to fit test-tubes and boiling tubes
- test-tube holder
- teat pipettes
- spatula
Supervisor’s report

Syllabus and component number

Centre number

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 the following items:

☐ the scripts of the candidates specified on the barcode 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) ...........................................................................