



Procedures for conducting Cambridge IGCSE Information Technology (0417) practical tests – June 2011 series

This guide is for exams officers or supervisors responsible for the administration of Cambridge ICT practical tests. It sets out the procedures you should follow if your school is offering Cambridge ICT practical tests during the June 2011 exams series.

Who is responsible for the administration of the ICT practical tests?

A suitably competent supervisor, who may be the candidates' tutor, is responsible for the administration of the ICT practical tests. The supervisor is also responsible for the preparation of the hardware and software for the tests.

When should the ICT practical tests be held?

We do not timetable the Cambridge ICT practical tests in the same way as most other Cambridge IGCSE written papers. Instead of a specific date for each test, we give schools a specific window in time when the tests must be held. The Cambridge IGCSE timetable specifies the window within which candidates must take the two practical. You can hold the tests at anytime within this window, but please make that your candidates complete each practical test in a single session.

For the June 2011 series, there are two windows for taking each test. One is an early window and the other is a late window. The table below shows which paper relates to which window. You are free to choose hold the tests at anytime within the windows, as long as there is one opportunity for candidates to take Practical Test A and one opportunity for Practical Test B.

Paper	Window
0417/21	Early window: Practical Test A 21 March 2011 - 27 March 2011
0417/31	Early window: Practical Test B 28 March 2011 - 3 April 2011
0417/22	Late window: Practical Test A 25 April 2011 - 1 May 2011
0417/32	Late window: Practical Test B 2 May 2011 - 8 May 2011

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