



## BIOLOGY

**9700/31**

## Paper 3 Advanced Practical Skills 1

May/June 2020

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.**

## INSTRUCTIONS

- 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.  
email [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org)  
phone +44 1223 553554

This document has **8** pages. Blank pages are indicated.

## 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:

<b>C</b>	corrosive	<b>MH</b>	moderate hazard
<b>HH</b>	health hazard	<b>T</b>	acutely toxic
<b>F</b>	flammable	<b>O</b>	oxidising
<b>N</b>	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 or other competent biologist (**not** the invigilator) should obtain the results specified on the supervisor's report by following the relevant steps in the question paper. The results should be recorded in the space provided on the supervisor's report.

### Organisation of the exam

- Half the candidates should start on Question 1 and the other candidates should start on Question 2.
- For Question 2, each candidate must have uninterrupted use of a microscope for at least 55 minutes.

### Materials to be supplied by Cambridge International

- Slide **J1**
- Invertase

On receipt of the slides, check that they are labelled **J1** and that no slides are broken. The slides should **not** be viewed in advance of the exam. The material on the slides is confidential and must **not** be disclosed to candidates.

The number of slides supplied by Cambridge International will be equal to half the candidate entry.

### Return of slides to Cambridge International

Immediately after the exam, the slides must be:

- returned to Cambridge International in the boxes in which they were received, using the self-adhesive label supplied. The slides must **not** be included in the packet of scripts.

or

- purchased using the order form enclosed with the slides, which should be completed and returned to Cambridge International. The order form must **not** be included in the packet of scripts. Slides and boxes will be charged at the rate of £3.25 per slide plus £1 per box.

If the slides are not returned or purchased by the deadline stated on the order form, the charge will be £3.75 per slide plus £1 per box.

## Materials and apparatus for Question 1

Each candidate will need:

materials and apparatus for each candidate	quantity	✓
[MH][HH][C] 1.0% invertase solution in a small beaker, labelled <b>E</b> , provided at room temperature (see <b>Preparation of materials</b> )	at least 10 cm <sup>3</sup>	
[MH][HH][C] 0.1% invertase solution in a small beaker, labelled <b>H</b> , provided at room temperature (see <b>Preparation of materials</b> )	at least 10 cm <sup>3</sup>	
[MH][N] Benedict's solution (qualitative) in a beaker or container, labelled <b>B</b> , provided at room temperature	at least 30 cm <sup>3</sup>	
5% sucrose solution in a small beaker, labelled <b>S</b> , provided at room temperature	at least 25 cm <sup>3</sup>	
Distilled water, in a beaker or container, labelled <b>W</b> , provided at room temperature	at least 150 cm <sup>3</sup>	
10 cm <sup>3</sup> syringe, with the means to wash it out	1	
5 cm <sup>3</sup> syringes, with the means to wash them out	3	
1 cm <sup>3</sup> syringe, with the means to wash it out	1	
Beakers, capacity 50–100 cm <sup>3</sup>	5	
Bunsen burner, tripod, gauze, bench mat and lighter or matches	1	
Beaker, capacity approximately 400 cm <sup>3</sup> , with approximately 200 cm <sup>3</sup> of water at 30–40 °C, suitable for heating as a water-bath	1	
Test-tubes, small, capacity approximately 20–30 cm <sup>3</sup>	6	
Test-tube holder	1	
Test-tube rack to hold 6 small test-tubes	1	
Glass rod	1	
Thermometer, –10 °C to +110 °C	1	
Container with approximately 200 cm <sup>3</sup> tap water, labelled <b>For washing</b>	1	
Container, capacity approximately 300 cm <sup>3</sup> , labelled <b>For waste</b>	1	
Paper towels	8	
Glass marker pen, permanent	1	
Stop-clock or timer showing seconds	1	
Suitable eye protection	1	

## Preparation of materials

Sucrose solution, **S**, may be prepared the day before the exam.

The container should be covered and put in a refrigerator overnight but removed to reach room temperature before the start of the exam.

**[MH][HH][C] • E, 1.0% invertase solution**

This is prepared by putting 1 cm<sup>3</sup> of invertase solution (supplied by Cambridge International) into a beaker and making up to 100 cm<sup>3</sup> with distilled water. Mix well.

**E** must be prepared immediately before the exam and be at room temperature.

**[MH][HH][C] • H, 0.1% invertase solution**

This is prepared by putting 10 cm<sup>3</sup> of 1.0% invertase solution, **E**, into a beaker and making up to 100 cm<sup>3</sup> with distilled water. Mix well.

- **S, 5% sucrose solution**

This is prepared by putting 5 g of sucrose into 80 cm<sup>3</sup> of warm distilled water and mixing well. Make up to 100 cm<sup>3</sup> with distilled water.

## Materials and apparatus for Question 2

Each candidate will need:

materials and apparatus for each candidate	quantity	✓
Microscope with: <ul style="list-style-type: none"> <li>an eyepiece lens, <math>\times 10</math> magnification</li> <li>a low-power objective lens, <math>\times 10</math> magnification</li> <li>a high-power objective lens, <math>\times 40</math> magnification</li> </ul>	1 between 2	
Slide <b>J1</b>	1 between 2	

## Preparation of materials

- Microscope

Any lenses which are **not**  $\times 10$  or  $\times 40$  should be removed or replaced.

For each candidate:

- the microscope must be set up on low power
- the slide must **not** be on the stage of the microscope.

Permission to reproduce items where third-party owned material protected by copyright is included has been sought and cleared where possible. Every reasonable effort has been made by the publisher (UCLES) to trace copyright holders, but if any items requiring clearance have unwittingly been included, the publisher will be pleased to make amends at the earliest possible opportunity.

To avoid the issue of disclosure of answer-related information to candidates, all copyright acknowledgements are reproduced online in the Cambridge Assessment International Education Copyright Acknowledgements Booklet. This is produced for each series of examinations and is freely available to download at [www.cambridgeinternational.org](http://www.cambridgeinternational.org) after the live examination series.

Cambridge Assessment International Education is part of the Cambridge Assessment Group. Cambridge Assessment is the brand name of the University of Cambridge Local Examinations Syndicate (UCLES), which itself is a department of the University of Cambridge.

## Supervisor's report

Syllabus and component number

9	7	0	0	/	3	1
---	---	---	---	---	---	---

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.

Temperature of exam room ..... °C

Result for Question 1(a)(iii)

Results for Question 1(a)(iv)

### Declaration

- 1 Each packet that I am returning to Cambridge International contains 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) .....