
BIOLOGY

9700/31

Advanced Practical Skills 1

October/November 2014

CONFIDENTIAL INSTRUCTIONS

Great care should be taken to ensure that any confidential information given, including the identity of material on microscope slides where appropriate, does not reach the candidates either directly or indirectly.



If you have any problems or queries regarding these Instructions, please contact CIE

by e-mail: info@cie.org.uk

by phone: +44 1223 553554

by fax: +44 1223 553558

stating the Centre number, the nature of the query and the syllabus number quoted above.

This document consists of **8** printed pages.

Instructions for preparing apparatus

These instructions give details of the apparatus required by each candidate for each experiment in this paper. A summary of the questions that will be presented to the candidates is included, where appropriate, to allow the biology teacher to test the apparatus appropriately.

No access to the Question Paper is permitted in advance of the examination.

If a candidate breaks any of the apparatus, or loses any of the material supplied, the matter should be rectified and a note made in the Supervisor's Report.

Candidates must be provided with a microscope with:

- Eyepiece lens, $\times 10$ (equal to 16 mm or $\frac{2}{3}$ ")
- Low-power objective lens, $\times 10$ (equal to 16 mm or $\frac{2}{3}$ ")
- High-power objective lens, $\times 40$ (equal to 4 mm or $\frac{1}{6}$ ")
- Eyepiece graticule fitted within the eyepiece and visible in focus at the same time as the specimen.

To avoid confusion, Cambridge request that only the lenses specified above are fitted in the microscopes to be used in the examination. Any lenses which are **not** $\times 10$ or $\times 40$ should be removed or replaced.

Each candidate must have sole, uninterrupted, use of the microscope for at least 55 minutes.

Supervisors are advised to remind candidates that **all** substances in the examination should be treated with caution. Pipette fillers and safety goggles should be used where necessary.

In accordance with the COSHH (Control of Substances Hazardous to Health) Regulations, operative in the UK, a hazard appraisal of the examination has been carried out.

The following codes are used where relevant.

C = corrosive substance

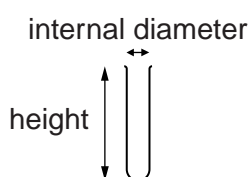
F = highly flammable substance

H = harmful or irritating substance

O = oxidising substance

T = toxic substance

N = harmful to environment



When small test-tubes are provided, it is expected that these are approximately 150 mm in height.

If other dimensions of apparatus are required, these will be specified in the Apparatus list.

Centres are reminded that they are **not** permitted to open the question paper envelopes before the examination. Centres should also refer to the Handbook for Centres.

If there are any difficulties with any aspect of setting up this practical examination that the Centre is not able to resolve, it is essential for Centres to contact the Product Manager as soon as possible by **e-mail** to info@cie.org.uk, by **fax** to +44 1223 553558 or by **phone** to +44 1223 553554.

Confidential Instructions

No access to the Question Paper is permitted in advance of the examination.

Each candidate will require:

For both Questions

- mm ruler.

Question 1

- Solutions and reagents provided to the candidates should be supplied in a suitable beaker, or container, for removal of the solutions and reagents using a syringe. More of the solutions and reagents should be available if requested by candidates.
- All solutions and reagents should be provided to candidates at **room temperature**.
- Fresh test-tubes and syringes are needed for each candidate.
- Fresh **M**, **W**, **I**, **A** and **E** are needed for each candidate.
- All solutions and reagents should be disposed of according to local safety regulations.

Summary of solutions and reagents:

labelled	contents	hazard	volume / cm ³
M	milk	none	at least 40
W	distilled water	none	at least 50
I	0.1% turmeric solution	stains	30
A	0.3% sodium carbonate solution	[H] irritant	40
E	5% lipase (Lipex™) solution	[H] irritant	50

It is advisable to wear safety glasses/goggles and gloves when handling chemicals.

Preparation of solutions and reagents:

- (i) **M**, at least 40 cm³ of whole milk in a beaker or container, labelled **M**.
The milk must be full fat (no fat removed) e.g. cows' or goats' milk.

This is sufficient for 1 candidate.

- (ii) **W**, at least 50 cm³ of distilled water in a beaker or container, labelled **W**.

This is sufficient for 1 candidate.

(iii) **I**, at least 30 cm³ of 0.1% turmeric solution in a beaker or container, labelled **I**.

[F] This is prepared by putting 0.1 g of turmeric (ground turmeric spice as used in cooking) in 5 cm³ of 70% ethanol (industrial methylated spirits) in a beaker or container, and stirring to dissolve for 5 minutes. Make up to 100 cm³ with distilled water. (Ignore residue left in the bottom.)

Turmeric solution may lose its colour with time. It must be prepared **within one hour** of use by candidates, including those candidates who start with **Question 2**.

This is sufficient for 3 candidates.

[H] (iv) **A**, at least 40 cm³ of 0.3% sodium carbonate solution in a beaker or container, labelled **A**.

This is prepared by putting 0.3 g of anhydrous sodium carbonate in 80 cm³ of distilled water in a beaker and stirring to dissolve. Make up to 100 cm³ with distilled water.

This is sufficient for 2 candidates.

[H] (v) **E**, at least 50 cm³ of 5% Lipase (Lipex™) solution (supplied by Cambridge) in a beaker or container, labelled **E**.

This is prepared by putting 5 cm³ of the Lipase (Lipex™) enzyme solution into 70 cm³ of distilled water in a beaker while stirring. Make up to 100 cm³ with distilled water.

It must be prepared **within one hour** of use by candidates, including those candidates who start with **Question 2**.

This is sufficient for 2 candidates.

Apparatus for each group of candidates should be clean.

Syringe needles are **not** required and must **not** be given to candidates.

Apparatus for each candidate	Quantity	✓
10 cm ³ syringe with the means to wash them out	2	
2 cm ³ or 3 cm ³ or 5 cm ³ syringe with the means to wash them out	2	
Beaker or container (approximately 400 cm ³) with tap water, labelled For washing	1	
Beaker or container (approximately 400 cm ³), labelled For waste	1	
Paper towels	8	
Beakers or containers to hold not less than 30 cm ³ volume	6	
Test-tubes, large not less than 25 cm ³ volume	6	
Test-tube rack to hold 6 large test-tubes at one time	1	
Black card or black paper approximately 100 mm × 100 mm	1	
Stop-clock or timer showing seconds If sight of a clock with a second hand is the only means of timing available to candidates, please report this in the Supervisor's Report.	1	
Glass marker pen	1	
Safety goggles/glasses	1	

During the examination, the Supervisor (**not** the Invigilator) should, **out of the sight of the candidates**, carry out **Question 1** using the same solutions and reagents as the candidates. These results should be written in the Supervisor's Report, not on a spare question paper.

The Supervisor's Report and the candidates' seating plan should be enclosed with the candidates' scripts.

Please ensure that, if the scripts are in several packets, a copy of the Supervisor's Report and the candidates' seating plan are enclosed with each packet of scripts.

The Invigilator should **not** carry out **Question 1**.

Question 2

On receipt of the slides, please check that they are labelled **J1** and that none of the slides are broken. The material is **confidential** (so must **not** be disclosed to candidates) and the slides should **not** be viewed in advance of the examination.

The number of slides supplied by Cambridge will be equal to half the candidate entry. Therefore, half the candidates should start on **Question 2** and the other half should start on **Question 1**.

For each candidate:

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

Each candidate must have sole, uninterrupted use of the microscope for 55 minutes.

- (i) Slide **J1** (supplied by Cambridge)
- (ii) Microscope with:
 - Low-power objective lens, $\times 10$ (equal to 16 mm or $\frac{2}{3}$ ")
 - High-power objective lens, $\times 40$ (equal to 4 mm or $\frac{1}{6}$ ")
 - Eyepiece lens, $\times 10$ (equal to 16 mm or $\frac{2}{3}$ ")
 - Eyepiece graticule fitted within the eyepiece and visible in focus at the same time as the specimen.

To avoid confusion, Cambridge request that only the lenses specified above are fitted in the microscopes to be used in the examination. Any lenses which are **not** $\times 10$ or $\times 40$ should be removed or replaced.

MATERIALS TO BE SUPPLIED BY CAMBRIDGE

- (i) Question papers
- (ii) Lipase (Lipex™) – leave sealed and refrigerate on receipt.
- (iii) Slide **J1**

RETURN OF EXAMINATION MATERIALS TO CAMBRIDGE

Immediately after the examination the microscope slides **must** be:

- returned to Cambridge in the containers in which they were received, using the self-adhesive label. The microscope 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. The order form must **not** be included in the packet of scripts.

Slides and boxes will be charged at the rate of £3 per slide and £1 per box.

If the items are not returned or purchased by the deadline stated on the order form they will be charged at £3.50 per slide plus £1 per box.

SUPERVISOR'S REPORT and SEATING PLAN

The teacher responsible for the examination is asked to fill in the Supervisor's Report in these Confidential Instructions. For Centres where more than one script packet is used, there must be a copy of the completed Supervisor's Report and the candidates' seating plan in each script packet.

These Supervisors' Reports are essential in order to allow the Examiners to assess all candidates as fairly as possible and should always be completed by every Centre.

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.

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

This form should be completed and sent to the Examiner with the scripts.

SUPERVISOR'S REPORT ON PRACTICAL BIOLOGY

October/November 2014

The Supervisor or Teacher responsible for the subject should provide the following information.

1. Was any difficulty experienced in providing the necessary materials? If so, give brief details.

2. Give details of any difficulties experienced by particular candidates, giving names and candidate numbers. Reference should be made to:
 - (a) difficulties arising from faulty specimens or microscopes;
 - (b) accidents to apparatus or materials;
 - (c) assistance provided in case of colour-blindness;
 - (d) any other information that is likely to assist the Examiner, especially if this cannot be discovered from the scripts.

All other cases of individual hardship, e.g. illness or disability, should be reported direct to CIE on the normal 'Special Consideration Form' as detailed in the Handbook for Centres.

3. During the examination, the Supervisor should, **out of the sight of the candidates**, carry out **Question 1** using the same solutions and reagents as the candidates. These results should be written in the Supervisor's Report, which should be enclosed with the candidates' scripts. If the scripts are in several packets, please ensure that a copy of the Supervisor's Report is enclosed with each packet of scripts. The Invigilator should **not** carry out **Question 1**.
4. Enclose a seating plan of work benches with the scripts, giving details of the candidate numbers for the places occupied by the candidates for each session. Use separate paper for this.



Temperature of examination room °C

Results for **Question 1 (a)(v)**:

Declaration (to be signed by the Principal or the Examinations Officer)

The preparation of this practical examination has been carried out so as to maintain fully the security of the examination.

Signed

Name (in block capitals)

Centre number (of enclosed scripts)

Centre name

If scripts are required by CIE to be despatched in more than one envelope, it is essential that a copy of the relevant Supervisor's Report and the appropriate seating plan(s) are sent inside **each envelope**.

