CONFIDENTIAL INSTRUCTIONS

Planning Session: 1 hour 30 minutes
Practical Test: 2 hours 30 minutes

Great care should be taken that any confidential information given does not reach the candidates either directly or indirectly.

READ THESE INSTRUCTIONS FIRST

1. Paper 2, Practical Test, will consist of eight tests, numbered 1–8, five of which will be selected by the Centre.

2. One week before the start of the first session of the Practical Test in your school, the sealed packet of question papers will be opened by the Principal, and the five selected tests will be allocated to the candidates in strict alphabetical order. Each candidate will take one test.

3. Candidates will then be allowed 1 hour 30 minutes in which to plan the test. This is the Planning Session. The Preparation Sheets (Choices and Recipes, Time Plan, and Shopping List) and the instructions for completion must be downloaded from www.cie.org.uk/samples. A copy must be made of each Preparation Sheet completed by the candidate. The original is for use by the Practical Examiner and the copy is for use by the candidate in the Practical Test.

Candidates must not take away with them a copy of the tests or of their plans or notes, and they may not bring any additional notes to the Practical Test. On no account may the Preparation Sheets be altered by anyone in the school, nor should teachers give information to candidates about the tests. The Shopping List, with total quantities of ingredients, must be handed to the Food and Nutrition teacher, who will be responsible for ordering the necessary materials. Nothing may be added to the Shopping List. If any ingredient is provided that is not on the Shopping List, the Practical Examiner must be informed. The Choices and Recipes Preparation Sheets and Time Plans should be collected by the Supervisor and sealed in an envelope without anyone seeing them. The question papers must also be collected and locked away. The question papers and Preparation Sheets must be handed to the Practical Examiner on the day of the Practical Test.
4 Candidates are allowed to use recipe books both for the Planning Session and during the Practical Test itself, but they should be advised to avoid making constant reference to them during the Practical Test.

5 The time allowed for the Practical Test will be 2 hours 30 minutes. The Preparation Sheets must be returned to the candidates at the beginning of the Practical Test.

6 On the day of the Practical Test, any special perishable ingredients ordered by candidates should be placed on their individual work tables. All general ingredients such as flour, fat, dried crumbs for coating, etc., must be placed on another table in the room. A small excess of these ingredients should always be available.

7 It is requested that no food be previously cooked unless the candidate states in the Time Plan that it is required for a particular dish. There should be no making of fresh breadcrumbs, grating of cheese, preparation of vegetables, mincing of meat or filleting of fish before the start of the Practical Test.

8 Necessary equipment and serving dishes may be put out ready for candidates to use. Ovens and work tables must be allotted before the start of the Practical Test. There should be sufficient space and adequate equipment available for the individual work by each candidate. Only one candidate should work at each stove which must be of the European type.

9 During the Practical Test, candidates must wear labels clearly showing their full names and candidate numbers.

10 A special serving table, or individual serving tables, should be prepared for the serving of the finished dishes, with a named place for each candidate. One good quality colour photograph of each candidate’s serving table with completed dishes labelled with the candidate’s number, name and test number is required for moderating purposes.

11 During the Practical Test, the Food and Nutrition teacher should be within call, but only the Practical Examiner and the candidates will be in the examination room. The following should be provided on a tray for the Practical Examiner’s use: knife, teaspoon, small jug or basin, tea towel.

12 The examination room should be entirely at the disposal of the Practical Examiner for at least 15 minutes before the Practical Test and for at least 30 minutes afterwards. The Practical Examiner will mark the Practical Tests at the end of 2 hours 30 minutes.

13 A first-aid box and a reliable clock should be provided.