

# **ST. MARY'S CATHOLIC HIGH SCHOOL, DUBAI**

## **ICT PRACTICAL EXAMINATION**

YEAR 11 IGCSE 4IT1/02: Information and Communication Technology

**DATE: JUNE 5<sup>th</sup> (THURSDAY), 2025**

### **RULES FOR THE CONDUCT OF ICT PRACTICAL EXAMINATION**

**This document has been written to help you.**

**Read it carefully and follow the instructions.**

The ICT Practical Examination will be conducted on **JUNE 5<sup>th</sup> Thursday 2025.**

**Detailed batch lists are posted in Google Classroom**

If there is anything you do not understand ask your teacher.

A. Regulations – Make sure you understand the rules

1. Be on time for your on-screen test(s) as informed in the batch lists and are expected to be in proper school uniform. If you are late, your work might not be accepted.
2. Please refer to your candidate number and reporting time of examination for your batch.
3. The examination duration is of **3 hours**.
4. The examination paper consists of a number of activities, with NO choice of questions.
5. You will be required to save all files. Some tasks will be submitted with the actual files for example logo creation, web design, presentations, word processing and spreadsheets.
6. Naming convention for folders should be: -  
**Centre Number\_Candidate Number\_4IT1\_02\_JUNE2025**
7. **The Centre number is 91530.**
8. Do not become involved in any unfair or dishonest practice during the on-screen test.
9. If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.



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10. Only take into the examination room the materials and equipment which are allowed.

11. You must not take into the examination room:

(a) notes;

(b) an iPod, a mobile phone, a MP3/4 player or similar device, or a watch.

Unless you are told otherwise, you must not have access to:

(c) the internet, email, data stored on the hard drive, or portable storage media such as floppy disks, CDs and memory sticks;

(d) pre-prepared templates.

**Remember:** possession of unauthorized material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.

12. If you have a watch, the invigilator will ask you to hand it to them. Watches of any kind are not allowed.

13. Do not talk to or try to communicate with or disturb other candidates once the on-screen test has started.

14. If you leave the examination room unaccompanied by an invigilator before the on-screen test has finished, you will not be allowed to return.

15. Do not borrow anything from another candidate during the on-screen test.

Put up your hand during the on-screen test if:

(a) you have a problem with your computer and are in doubt about what you should do;

(b) you do not feel well.

You must not ask for, and will not be given, any explanation of the questions.

Do not leave the examination room until told to do so by the invigilator.

Do not take from the examination room any stationery

