



Digital Mocks Service

Accessing reports

We have created this user guide for you to use when accessing reports in the Digital Mocks Service application.

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Quick reference overview

Step 1 – Log in to the **Digital Mocks Service** application

Step 2 – From the homepage, click on the series you want to view results for

Step 3 – Click on **Mock exam results**

Step 4 – Click the mock exam you want to view results for

Step 5 – You will see a list of all candidates (overall results screen) and their results if available

Step 6 – Click **Export overall report** to export the overall results in CSV or PDF format

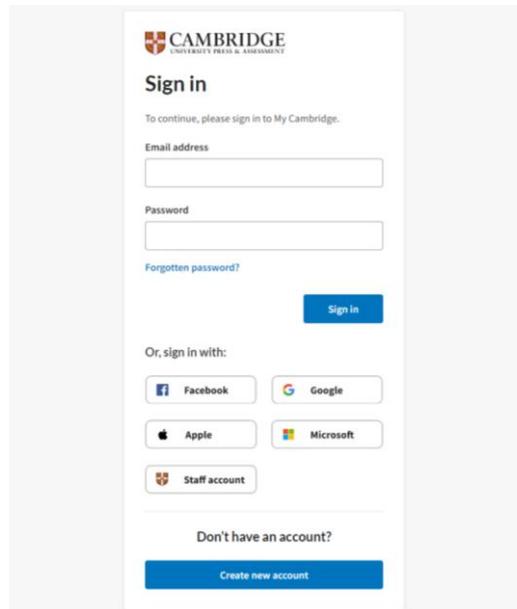
Step 7 – Click a student's **Candidate no** to view the question level results

Step 8 – Click **Export Individual Reports** to export the students question level results in CSV or PDF format

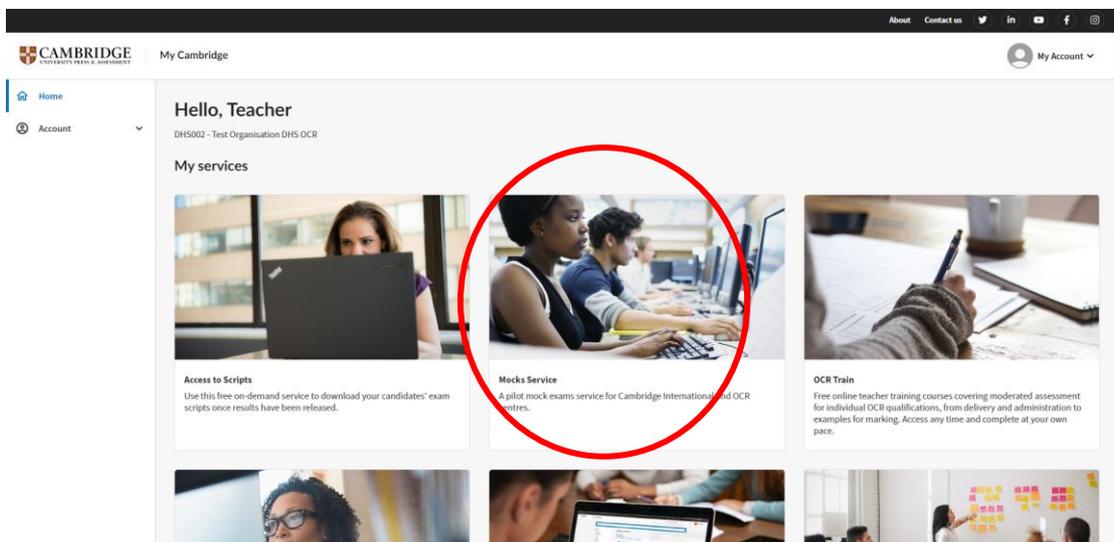
Accessing the Digital Mocks Service application

Please note all images shown are examples.

- Reports are accessed via the Digital **Mocks Service** application accessed via **My Cambridge**.
- Access **My Cambridge** via <https://sso.cambridge.org/login> and log in to your account using your registered e-mail address and password.
- If you are a new My Cambridge user you will have received a separate e-mail from us with details of how to create your account.
- Do not use the “create new account” button as it will not be linked to your centre.
- If you haven’t received an e-mail with an account, check your spam and then contact your Exams Officer.



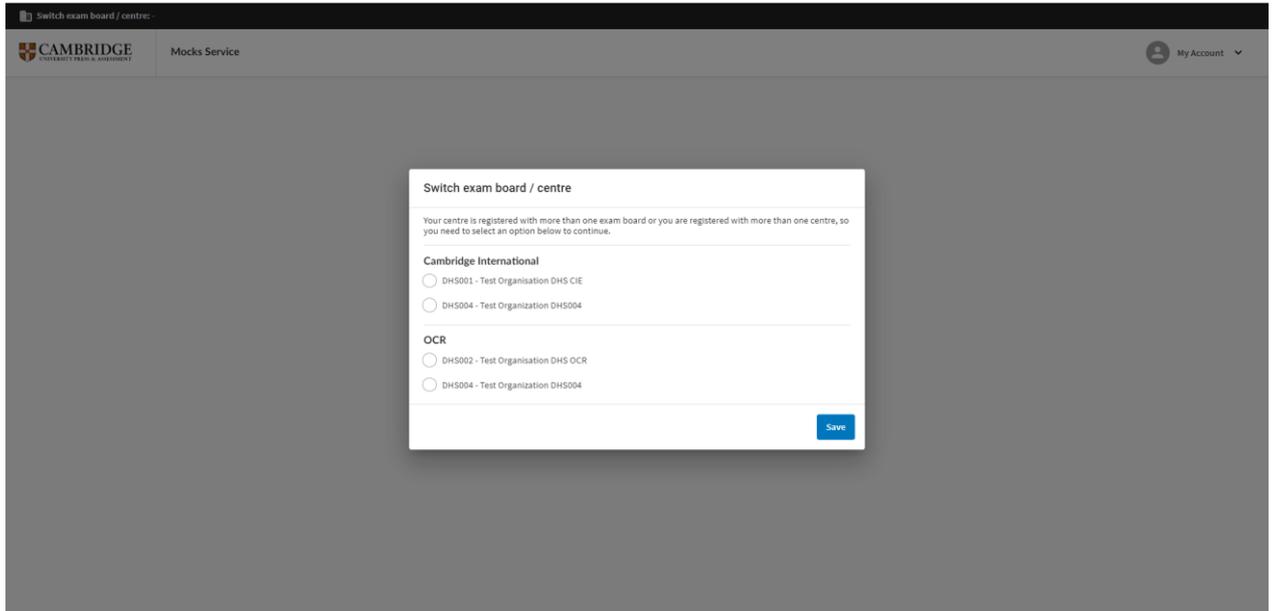
On your **My Cambridge** homepage select the **Mocks Service** by clicking on the tile



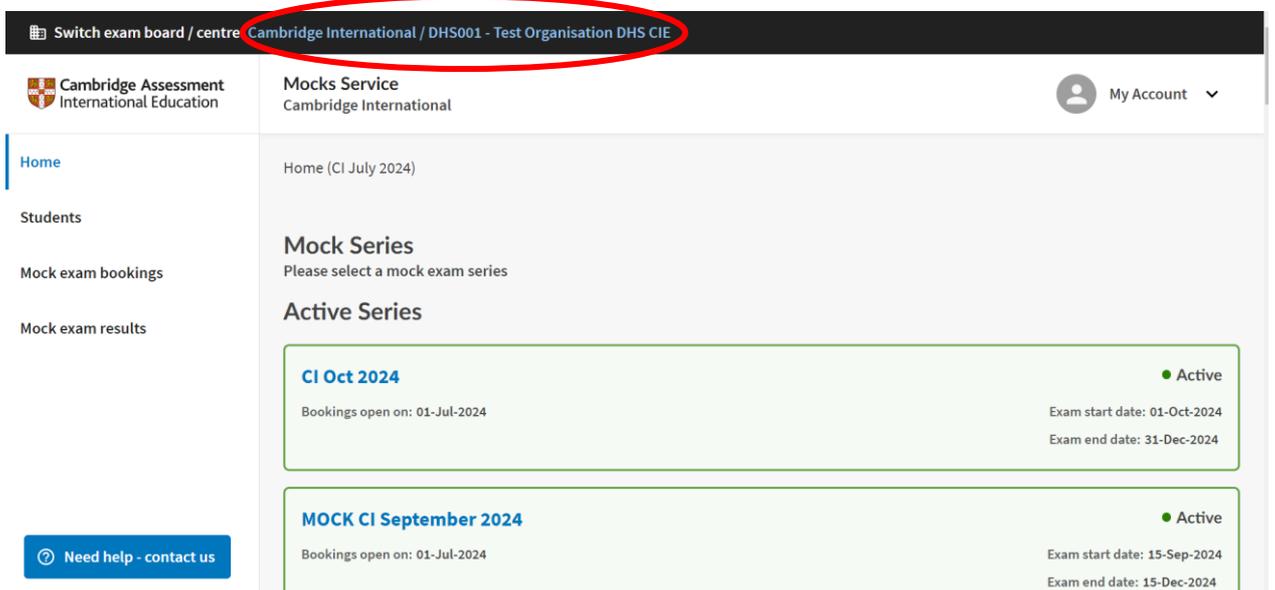
Selecting centres

Clicking on the **Mock Service** tile in **My Cambridge** will open the homepage of the **Mocks Service** application.

If your centre is registered with more than one exam board or you are registered with more than one centre, you will need to select which centre and exam board you want to book. Click **Save** to continue and open the homepage.



You can switch to a different exam board or centre from the homepage by selecting the centre name in the top left corner of the screen.

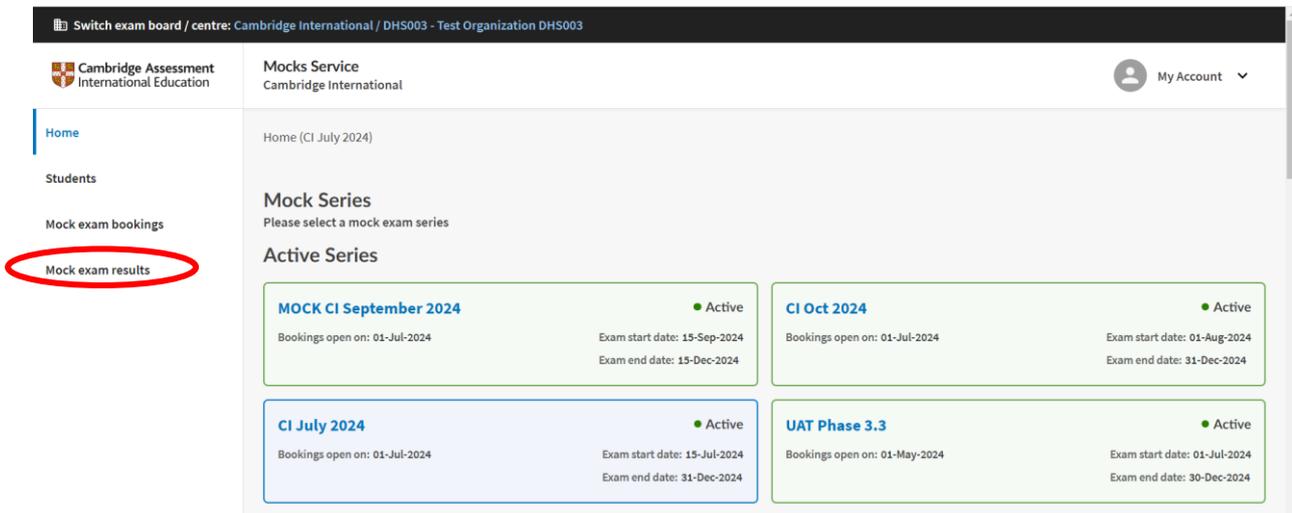


Select a series

On the home page you will see the available mock exam series grouped by active and past series. Once you have selected a series it will become blue. With the series selected, the **Mock exam results** shortcut will be active (no longer greyed out) in the left-hand menu.

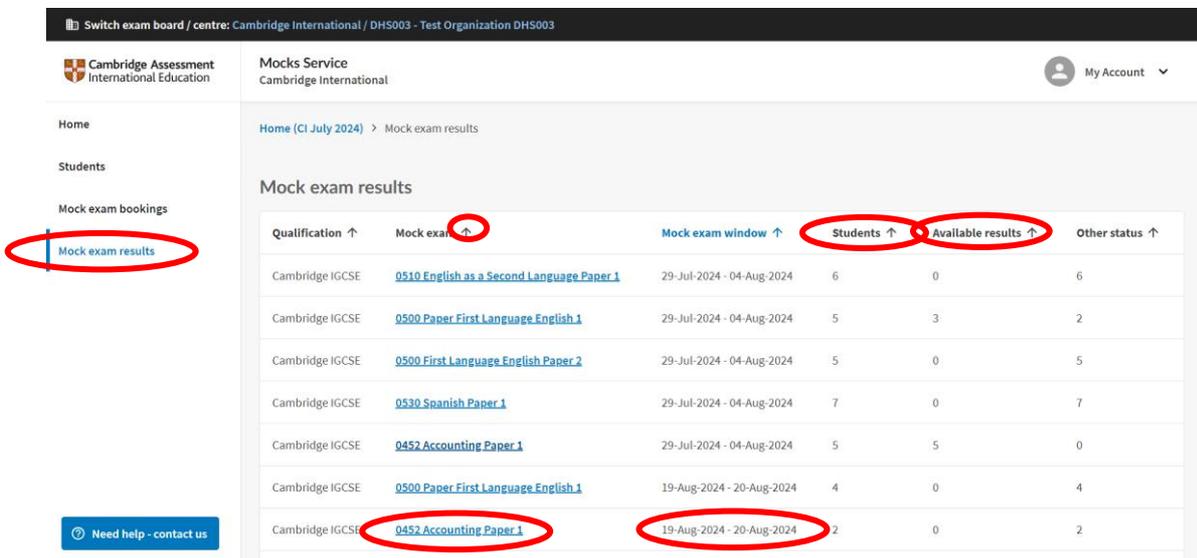
To view the results, select **Mock exam results** from the left-hand menu or the **Open mock exam results** next steps button. You will be taken to the Mock exam results page.

If results are not available, **Mock exam results** on the side bar menu will remain greyed out.



You will be taken to the Mock exam results page. Each row on the page represents a booking for a particular mock exam. It shows the qualification, the name of the mock exam, the window it was booked in, the number of students in the booking, the number of students with results available and with another statuses.

You can sort any column by clicking on its header (ascending – arrow up, descending – arrow down).



Accessing results reports

Overall results report

To view the **overall results** for a particular mock exam booking (with results available) click its name in the mock exam column. You can now view the overall results for all candidates who sat the exam in the particular window. This includes total mark achieved and total percentage mark.

The screenshot shows the 'Mocks Service' interface for Cambridge International. The page title is '0452 Accounting Paper 1' for the exam dates '29-Jul-2024 - 04-Aug-2024'. A dropdown menu is open, showing the option 'Export overall report' which has been circled in red. Below the menu, there are two options: 'Overall report CSV' and 'Overall report PDF'. The main content area displays a table of candidate results.

<input type="checkbox"/>	Candidate no. ↑	Name ↑	Attempt status ↑	Mark achieved ↑	% achieved ↑
<input type="checkbox"/>	0002	Kaylani Colby	Marked	6 / 35	17%
<input type="checkbox"/>	0001	Navneet Adam	Marked	9 / 35	26%

The attempt status of a mock exam can be:

- **Pending** – the mock exam has not yet been completed in RM Assessment Master
- **Marking** – the mock exam has been completed in RM Assessment Master and marking is in progress
- **Marked** – marking is complete, and the results are available to view

The results can be viewed on screen; alternatively, you can download a csv or pdf report of the overall results

- To download the Overall Results Report, click **Export overall report**
- Select either CSV or PDF format

Depending on the settings in your browser the PDF or CSV files generated will be downloaded to your default download location and can subsequently be opened in the default applications for these file formats.

This screenshot shows the same interface as the previous one, but with a download notification visible in the top right corner. The notification shows a PDF file named 'mocks_998_overallresults_DH- Accounting_Paper_1.pdf' and a CSV file named 'mocks_1276_overallresults_DHS003_0510_English_as_a_Second_Language_Paper_1.csv'. The 'Export overall report' dropdown menu is still open, showing the 'Overall report CSV' and 'Overall report PDF' options.

The filename of the PDF or CSV files generated is an amalgamation of the following:

- **mocks** – prefix indicating a mocks results report
- **booking ID** – the booking ID the report relates to allowing you to correlate back to the original booking
- **overallresults** – the type of report
- **centre number** – your centre number
- **mock exam name** – the mock exam name

Here is an example of the overall results report for the mock exam booking in PDF format. The report lists each student with the marks achieved out of marks available and the % mark they achieved for the exam.



CI July 2024 series

Mock exam name: 0452 Accounting Paper 1
Source: November 2023
Marking type: Auto marked
Mock exam window: 29 Jul 2024 - 04 Aug 2024

Candidate no.	Name	Attempt status	Marks achieved	% achieved
0002	Kaylani Colby	Marked	6/35	17%
0001	Navneet Adam	Marked	9/35	26%
0005	Sarala Smalls	Marked	8/35	23%
0004	Suriya Head	Marked	10/35	29%
0003	Sydnee Booker	Marked	9/35	26%

Question level results report

To access the Question Level Results Report per student, click the candidate number on the overall results page.

Switch exam board / centre: Cambridge International / DHS003 - Test Organization DHS003

Cambridge Assessment International Education | Mocks Service | Cambridge International | My Account

Home > Home (CI July 2024) > Mock exam results > Overall results

0452 Accounting Paper 1
Cambridge IGCSE | 29-Jul-2024 - 04-Aug-2024

Students: 5 Available results: 5 Other status: 0

<input type="checkbox"/>	Candidate no. ↑	Name ↑	Attempt status ↑	Mark achieved ↑	% achieved ↑
<input type="checkbox"/>	0002	Kaylani Colby	Marked	6 / 35	17%
<input type="checkbox"/>	0001	Navneet Adam	Marked	9 / 35	26%

For the student selected, the question level results screen shows a breakdown of marks for each question in their mock exam. The data shown here may differ depending on the exam type. In the example below, for a multiple choice test, you will see the question number, the student answer the correct response and the marks achieved out of marks available.

You can export the question level results in CSV or PDF format. Select the **Export Individual Reports** button in the top right corner and then choose the CSV or PDF option.

Switch exam board / centre: Cambridge International / DHS001 - Test Organisation DHS CIE

Cambridge Assessment International Education | Mocks Service | Cambridge International | My Account

Home > Home (CI July 2024) > Mock exam results > Overall results > Question level results

0034 - Joss Stacy
Cambridge IGCSE | 0452 Accounting Paper 1 | 01-Oct-2024 - 23-Oct-2024

Export Individual Reports (3%)

Question No. ↑	Topics ↑	Student answer ↑	Correct answer ↑	Mark achieved ↑
Q1	The fundamentals of accounting	A	C	0 / 1
Q2	The fundamentals of accounting	D	D	1 / 1
Q3	Sources and recording of data	A	B	0 / 1
Q4	Sources and recording of data	B	B	1 / 1
Q5	Sources and recording of data	B	A	0 / 1
Q6	Sources and recording of data	D	D	1 / 1
Q7	Sources and recording of data	D	B	0 / 1

Note: The student's response is displayed if it is in plain text or is a multiple-choice question. The student's responses to other question types cannot be presented on the question level results page and in this case, you will see **Click here to view student response**. Click the link and the student's response will open in a new browser tab in RM Assessment Master. Once you have viewed the student's response you can close the browser tab.

Where the student's responses cannot be presented on the question level results page they will not show in the PDF or CSV file exports either. Instead, you will see **For this question the student response cannot be displayed** in the student response column.

The exported Question Level Results Report lists for each student, the question number, the response given for each question, the marks achieved and the marks available.

There are three types of reports depending on the exam taken.

1. Standard report



CI July 2024 series

Candidate Id: 0045
Student name: Magnolia Coleman
Marks achieved: 17 / 40 - 43%

Mock exam: 0530 Spanish Paper 1
Source: November 2023
Marking type: Auto marked
Mock exam window: 01 Oct 2024 - 23 Oct 2024

Question	Student response	Marks achieved	Marks available
Q23	A	0	1
Q24	A	1	1
Q25	B	0	1
Q26	C	0	1
Q27	A	0	1
Q28	C	1	1

Accessing reports (continued)

2. Multiple Choice report with topics



CI July 2024 series

Candidate Id: 0034
Student name: Joss Stacy
Marks achieved: 29 / 35 - 83%

Mock exam: 0452 Accounting Paper 1
Source: November 2023
Marking type: Auto marked
Mock exam window: 01 Oct 2024 - 23 Oct 2024

Question	Topic	Student answer	Correct answer	Marks achieved
Q1	The fundamentals of accounting	A	C	0/1
Q2	The fundamentals of accounting	D	D	1/1
Q3	Sources and recording of data	A	B	0/1
Q4	Sources and recording of data	B	B	1/1
Q5	Sources and recording of data	B	A	0/1

3. Standard report with marking strands



CI July 2024 series

Candidate Id: 0070
Student name: Alanis Hampson
Marks achieved: 80 / 80 - 100%

Mock exam: 0500 First Language English Paper 2
Source: November 2023
Marking type: Examiner marked
Mock exam window: 01 Oct 2024 - 23 Oct 2024

Question	Student response	Marking strands	Marks achieved	Marks available
1	For this question the student response cannot be displayed	Question 1 Writing: 25 of 25 Question 1 Content: 15 of 15	40	40
4	For this question the student response cannot be displayed	Content: 16 of 16 Style: 24 of 24	40	40

Accessing the source content question paper and mark scheme

You can view and download the original paper-based question paper and mark scheme from the overall results or question level results pages for each mock exam booked. To do this, click the **Access Question paper** and **Access Mark Scheme** links on either page.

The question paper or mark scheme will open in a browser tab and can be download in PDF format.

Switch exam board / centre: Cambridge International / DHS001 - Test Organisation DHS CIE

Cambridge Assessment International Education | Mocks Service | Cambridge International | My Account

Home (CI July 2024) > Mock exam results > Overall results

[Access Question paper](#) | [Export overall report](#)

0510 English as a Second Language Paper 1
Cambridge IGCSE | 15-Sep-2024 - 27-Sep-2024

[Access Mark Scheme](#) | Students: 5 | Available results: 4 | Other status: 1

<input type="checkbox"/>	Candidate no. ↑	Name ↑	Attempt status ↑	Mark achieved ↑	% achieved ↑
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Further help

If you require further assistance, please contact Cambridge University Press & Assessment and not RM directly.

If you need help, please contact our Customer Support Centre

info@cambridgeinternational.org

+44 1223 553554

Please reference Digital Mocks Service in your email title

Our Customer Support team is available 24 hours a day, six days a week, from Sunday 00:00 UTC* to Friday 23:59 UTC (closed on Saturday)

*Co-ordinated Universal Time (Greenwich Meantime in UK also known as Western European Time)

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