



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 **Digital Mocks Service** application

Step 2 – From the homepage, click on the series

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

Step 4 – Click the link of the relevant exam (check it's the exam window you want)

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

Step 6 – Click export overall report (choose from CSV or PDF format)

Step 7 – Open within your computer's download folder

Step 8 – For candidate level results click on the candidate number on **Overall results** screen

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

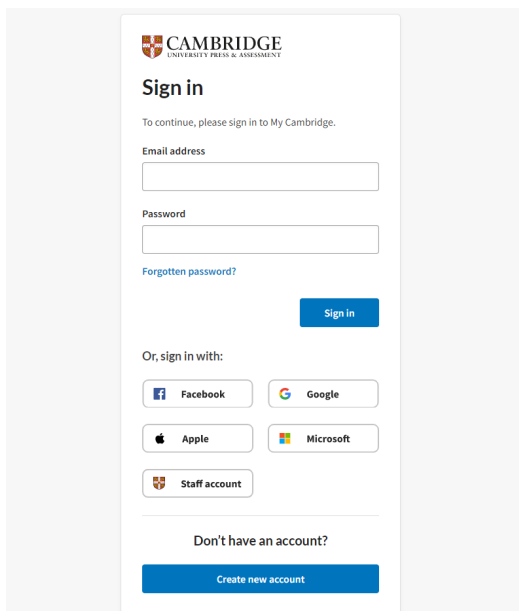
Our Customer Support team is available 24 hours a day, six days a week, from Sunday 00:00 UTC* to Friday 23:59 UTC (closed on Saturday)

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

Accessing the Digital Mocks Service application

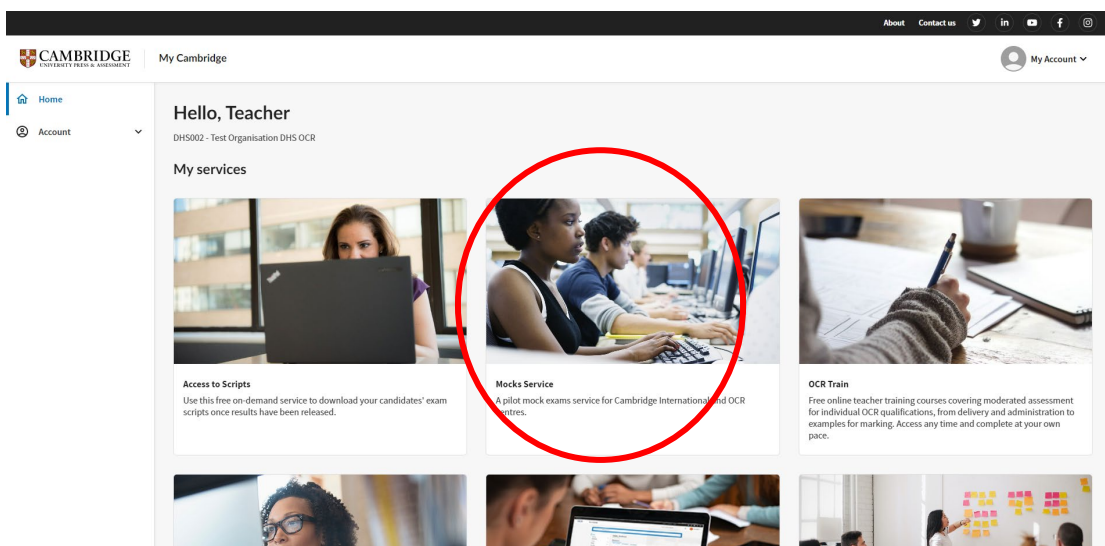
Please note all images shown are examples.

- 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.



The screenshot shows the 'Sign in' page for My Cambridge. At the top is the Cambridge University Press & Assessment logo. Below it is the heading 'Sign in' and a sub-heading 'To continue, please sign in to My Cambridge.' There are two input fields: 'Email address' and 'Password'. A blue 'Sign in' button is positioned below the password field. A link for 'Forgotten password?' is located to the left of the sign in button. Below the sign in section, there is a heading 'Or, sign in with:' followed by five buttons: Facebook, Google, Apple, Microsoft, and Staff account. At the bottom, there is a link 'Don't have an account?' and a blue 'Create new account' button.

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

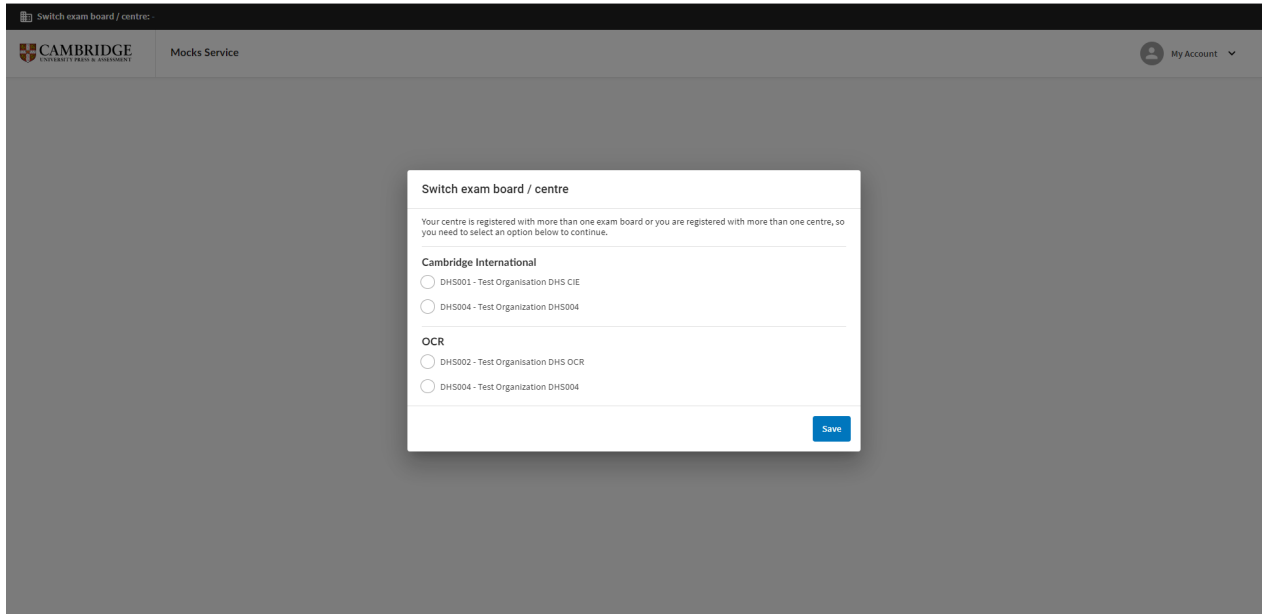


The screenshot shows the My Cambridge homepage. At the top, there is a navigation bar with 'About', 'Contact us', and social media icons. Below the navigation bar is the Cambridge logo and the text 'My Cambridge'. A 'My Account' dropdown menu is visible in the top right. The main content area starts with a 'Hello, Teacher' greeting and 'DHS002 - Test Organisation DHS OCR'. Underneath is a 'My services' section with three tiles: 'Access to Scripts', 'Mocks Service', and 'OCR Train'. The 'Mocks Service' tile is circled in red. Below these are three more tiles showing various educational activities.

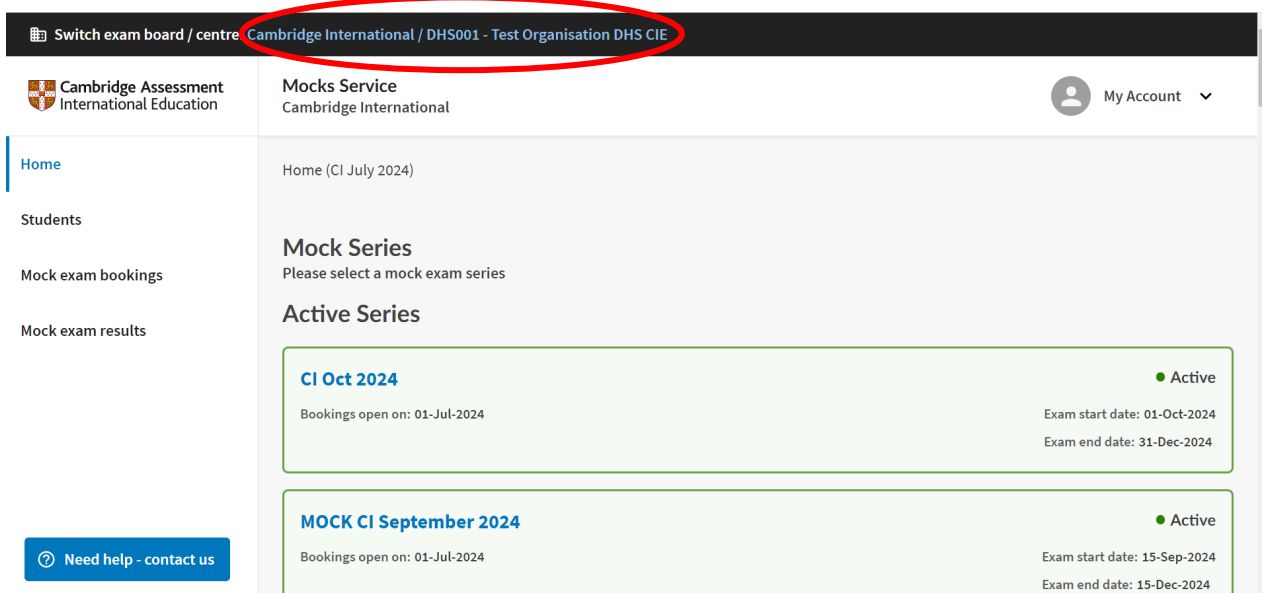
Selecting centres

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.



Accessing reports (continued)

Select a series

On the homepage you will see all the available mock exam series for which you can view results if they are available.

Once you have selected a series it will become blue and, if results are available, **Mock exam results** on the side bar menu is enabled (available options are no longer greyed out).

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

Cambridge Assessment International Education

Mocks Service
Cambridge International

My Account

Home

Students

Mock exam bookings

Mock exam results

Home (CI July 2024)

Mock Series
Please select a mock exam series

Active Series

Series Name	Status	Bookings open on	Exam start date	Exam end date
MOCK CI September 2024	Active	01-Jul-2024	15-Sep-2024	15-Dec-2024
CI Oct 2024	Active	01-Jul-2024	01-Aug-2024	31-Dec-2024
CI July 2024	Active	01-Jul-2024	15-Jul-2024	31-Dec-2024
UAT Phase 3.3	Active	01-May-2024	01-Jul-2024	30-Dec-2024

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

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

Cambridge Assessment International Education

Mocks Service
Cambridge International

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Mock exam results

Home (MOCK CI September 2024)

Mock Series
Please select a mock exam series

Active Series

Series Name	Status	Bookings open on	Exam start date	Exam end date
MOCK CI September 2024	Active	01-Jul-2024	15-Sep-2024	15-Dec-2024
CI Oct 2024	Active	01-Jul-2024	01-Aug-2024	31-Dec-2024
CI July 2024	Active	01-Jul-2024	15-Jul-2024	31-Dec-2024
UAT Phase 3.3	Active	01-May-2024	01-Jul-2024	30-Dec-2024

Accessing results reports

- Click on **Mock exam results** in the left-hand menu
- **Students** is the number of students who have sat the exam
- **Available results** shows the number of students who have available results
- All columns can be sorted using the arrow next to the title (ascending - arrow up, descending – arrow down)
- To view results, click on the relevant mock exam - check it's the correct exam window as each window has a separate line

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

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

Home | Students | Mock exam bookings | **Mock exam results**

Home (CI July 2024) > Mock exam results

Mock exam results

Qualification ↑	Mock exam ↑	Mock exam window ↑	Students ↑	Available results ↑	Other status ↑
Cambridge IGCSE	0510 English as a Second Language Paper 1	29-Jul-2024 - 04-Aug-2024	6	0	6
Cambridge IGCSE	0500 Paper First Language English 1	29-Jul-2024 - 04-Aug-2024	5	3	2
Cambridge IGCSE	0500 First Language English Paper 2	29-Jul-2024 - 04-Aug-2024	5	0	5
Cambridge IGCSE	0530 Spanish Paper 1	29-Jul-2024 - 04-Aug-2024	7	0	7
Cambridge IGCSE	0452 Accounting Paper 1	29-Jul-2024 - 04-Aug-2024	5	5	0
Cambridge IGCSE	0500 Paper First Language English 1	19-Aug-2024 - 20-Aug-2024	4	0	4
Cambridge IGCSE	0452 Accounting Paper 1	19-Aug-2024 - 20-Aug-2024	2	0	2

Need help - contact us

Overall results report

- You can now view the overall results for all candidates who sat the exam in the particular window which includes total mark achieved and total percentage mark
- 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
- The attempt status shows the marking status of the exam
 - Pending - exam has not yet been completed and results are not available
 - Marking - the exam has been completed and marking is in progress
 - Marked - marking is complete, and results are ready to be viewed

The screenshot shows the 'Overall results' page for '0452 Accounting Paper 1'. The 'Export overall report' button is highlighted with a red circle, and its dropdown menu is open, showing 'Overall report CSV' and 'Overall report PDF' options. The 'Attempt status' column header in the table below is also circled in red.

<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%

Your download of the report should appear in the top right corner of your screen when complete and can be opened from here or accessed from your computer's download folder.

The screenshot shows the same interface as above, but with a download notification in the top right corner. The notification is titled 'mocks_998_overallresults_DH_Accounting_Paper_1.pdf' and is circled in red. The 'Overall report PDF' option in the dropdown menu is also highlighted.

Accessing reports (continued)

The **Overall Results 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 (CI July 2024) > Mock exam results > Overall results

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

<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%

- On this page you can see details of the selected responses (**Student answers**)
- To download the **Question Level Results Report**, click **Export Individual Reports**
- Select either CSV or 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 > Question level results

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

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

Accessing reports (continued)

The **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



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. MCQ 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 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

- Click on **Mock exam results** from the left-hand menu
- click on the relevant mock exam - check it's the correct exam window as each window has a separate line

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

Students

Mock exam bookings

Mock exam results

Qualification ↑	Mock exam ↑	Mock exam window ↑	Students ↑	Available results ↑	Other status ↑
Cambridge IGCSE	0510 English as a Second Language Paper 1	29-Jul-2024 - 04-Aug-2024	6	0	6
Cambridge IGCSE	0500 Paper First Language English 1	29-Jul-2024 - 04-Aug-2024	5	3	2
Cambridge IGCSE	0500 First Language English Paper 2	29-Jul-2024 - 04-Aug-2024	5	0	5
Cambridge IGCSE	0530 Spanish Paper 1	29-Jul-2024 - 04-Aug-2024	7	0	7
Cambridge IGCSE	0452 Accounting Paper 1	29-Jul-2024 - 04-Aug-2024	5	5	0
Cambridge IGCSE	0500 Paper First Language English 1	19-Aug-2024 - 20-Aug-2024	4	0	4
Cambridge IGCSE	0452 Accounting Paper 1	19-Aug-2024 - 20-Aug-2024	2	0	2

Need help - contact us

- To view the question paper, on which the digital mock exam was based, click **Access Question paper**
- To view the mark scheme, on which the digital mock exam was based, click **Access Mark Scheme**
- The documents will open as a PDF file in another tab on your internet browser

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

Students

Mock exam bookings

Mock exam results

0510 English as a Second Language Paper 1

Cambridge IGCSE | 15-Sep-2024 - 27-Sep-2024

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

[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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We are committed to making our documents accessible in accordance with the WCAG 2.2 Standard. We are always looking to improve the accessibility of our documents. If you find any problems or think we are not meeting accessibility requirements, contact us at info@cambridgeinternational.org with the subject heading: Digital accessibility. If you need this document in a different format, contact us and supply your name, email address and requirements and we will respond within 15 working days.