PLAN / PRACTISE / REVIEW

Cambridge ICT & IT Exam-planning workbook

For IGCSE ICT 0417 and AS/A Level IT 9626 students preparing for 2027 examinations. Use this workbook to turn a broad revision intention into specific tasks and checked evidence.

Start here: write your qualification, exam year and next assessment date. A Level IT is not the same course as A Level Computer Science. Confirm your entry route with your teacher.

1 / Choose a task you can check

Course	Theory focus	Practical focus
0417 IGCSE ICT	Explain concepts and apply them in context.	Document production, databases, presentations, spreadsheets and website authoring.
9626 AS IT	Apply topics 1–11 and use precise technical language.	Work with the practical skills specified for AS, including data and media tasks.
9626 A Level IT	Build on AS and apply additional topics 12–21.	Develop the advanced practical skills in the current syllabus.

2 / Build one realistic week

Session	Specific action	Evidence to keep
Monday, 25 min	Recall storage characteristics without notes.	A comparison with one justified choice.
Wednesday, 35 min	Complete an original practical task.	Working file and relevant evidence.
Friday, 20 min	Check errors and explain the correction.	One error-log entry and corrected work.
Sunday, 15 min	Try a changed example without help.	A second attempt to compare.

These times are an example, not an exam-board requirement. Adapt them to your workload and access to software.

My priority this week

Topic / skill:

The task I will attempt and how I will judge it:

DO / CHECK / EXPLAIN

Make practical work count

3 / A reliable practical routine

1. **Read the task.** Underline the required output and any format, calculation or evidence requirement.
2. **Save deliberately.** Use the required name and location. Keep source files separate from your output. Follow exam instructions when filenames are prescribed.
3. **Test the result.** Open the saved file. Check calculations with a small manual example, database selections against expected records, or web links in a browser.
4. **Capture relevant evidence.** A screenshot should make the required decision visible and readable. Follow the specific task rather than capturing every screen.
5. **Review independently.** A polished appearance does not prove that the formula, query or file relationship works.

Worked example: a spreadsheet check

A class sells 12 tickets at £5 each. The expected revenue is £60. If the worksheet shows £17, check whether the formula adds the two values instead of multiplying them. Then test a second case, such as 0 tickets. Do not judge the spreadsheet only by its formatting.

4 / Strengthen a written answer

An original practice prompt: *Explain why an SSD may suit a laptop carried between classrooms.*

Model reasoning: an SSD has no moving mechanical parts, so movement is less likely to disrupt its operation than a mechanical drive. This suits a portable laptop. A balanced comparison may also consider cost per gigabyte and required capacity.

Command	Useful response habit
Describe	State the relevant features or process clearly.
Explain	Connect a point to how or why it matters in this situation.
Compare	Use the same criteria for both options.
Evaluate	Weigh relevant strengths and limitations before a justified judgement.

Consult the official syllabus for its command-word definitions. The model above is original guidance, not an official mark scheme or guaranteed mark allocation.

Sources and scope

Independent original learning aid by Abdurrahman Tolay. Not an official Cambridge publication or a complete syllabus. Use the specification for your examination year and your school's instructions.

Cambridge IGCSE ICT 0417: 2026–2028 syllabus, version 3.

Cambridge AS & A Level IT 9626: 2025–2027 syllabus, version 3.

The 9626 syllabus changes for 2028–2030. Do not use this guide as evidence of full coverage for that edition.

RECORD / CORRECT / RETEST

Your error log

5 / Write an action, not a label

Unhelpful note	A useful next action
“I am bad at databases.”	“I confused AND with OR. I will predict the selected records before running two changed queries.”
“Revise everything.”	“I will explain three differences between validation and verification, then apply them to a registration form.”

Entry 1

Date / topic / task:

What went wrong, with an example:

Correction and why it works:

Next task and review date:

Entry 2

Date / topic / task:

What went wrong, with an example:

Correction and why it works:

Next task and review date:

6 / Before your next timed task

☐ I know which skill I am testing and have the necessary software/files.

☐ I will attempt the task before opening a model answer.

☐ I have time to check, correct and revisit it afterwards.