

PERFECTING EXAM TECHNIQUE

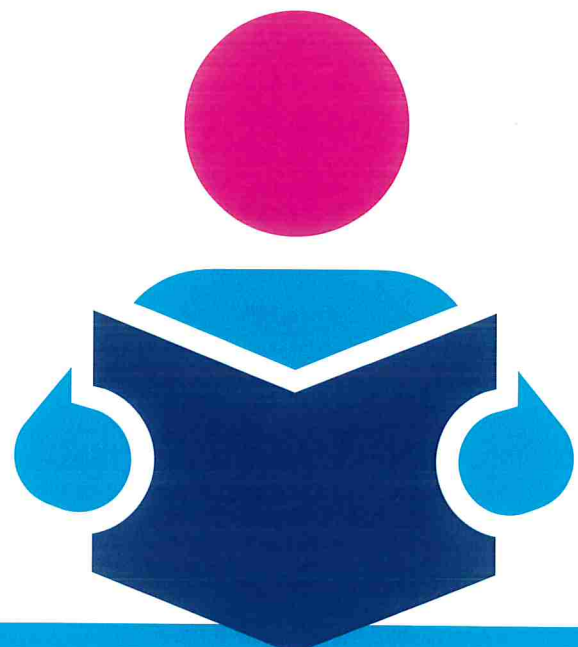
TYPE OF QUESTIONS

REMEMBER THE ORDERING AND QUESTION TYPES SHOULD ALWAYS BE THE SAME (OR NEAR ENOUGH THE SAME) IN BOTH PAPER 1 AND PAPER 2. REFER TO THE TRACKING DOCUMENTS TO IDENTIFY THE MINOR DIFFERENCES BETWEEN PAPERS.

1 mark questions: "MCQs" and "Complete the table"

- Points based marking – 1 mark per relevant point
- **MCQs** will be found in Section A only and may require the selection of more than one answer (in this case, the question would be worth 2 marks)
- **"Complete the table"** will only be found in Section A (again two figures may be required, which would mean, in this instance, the question would be worth 2 marks)

Command word	Question example	How to answer?
MCQ		MCQs: <ul style="list-style-type: none">✓ Ensure a cross is put clearly in the appropriate box for MCQs✓ If you change your mind, put a line through the box and mark the new answer with a cross✓ If you do change your mind, refer back to the instructions at the start of Section A to ensure you are following them precisely; the key is to make sure your answer is clear Complete the table <ul style="list-style-type: none">✓ Ensure the figures are clear and are entered in the appropriate box(es)✓ Read the question carefully; if two figures are asked for then ensure that two figures are included
Or		
Complete the table	"Complete the table with the two missing figures"	



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TYPE OF QUESTION

1 mark questions: “State”, “Define”, “Identify” and “Give”

- Points based marking – 1 mark per relevant point
- The different command words that link to one mark are “Define”, “Give”, “State”, “Identify”
- “State” and “Identify” can appear in either Section B or Section C of either paper
- “Give” and “Define” will be found in Paper 2, Section C only and will be used interchangeably i.e. there will either be a “Give” or a “Define” question in this section of the paper
- When they appear, “Give” and “Define” will be testing knowledge in isolation
- It is important to not over-answer this type of question; **writing in full sentences will waste time and may result in you not finishing the paper**

Command word	Question example	How to answer?
State	“State one source of finance that Jim and Sue could use to start up the business”.	<ul style="list-style-type: none">✓ One point should be clearly stated in context answering the question set; evidence of context has to be very specific to the case study; if it is contentious or just refers to information detailed in the question, the mark will not be awarded✗ Avoid including two points, or in this question sources, just in case one is wrong! This is just wasting time!✗ Don’t over answer – a lengthy paragraph will again just waste time and gain no extra marks; a few words is sufficient to gain the mark available
Define	“Define the term internal growth”	<ul style="list-style-type: none">✓ Provide a clear, precise and concise definition of the term, as the question is assessing knowledge only✓ As this type of question is only found in Paper 2, the question will only ask for definitions taken from Theme 2✗ Don’t over answer – a lengthy paragraph will just waste time and gain no extra marks; a few words will be sufficient
Identify	“Using Figure 4, identify the year where GoPro achieved its lowest net profit margin.”	<ul style="list-style-type: none">✓ One “Identify” question will appear in each paper✓ Will be linked to the quantitative skills e.g. interpreting a chart/diagram; it is therefore important to look at the data carefully✓ Provide a short answer that is sufficient to gain the mark available e.g. “2015” in this question is enough to gain the mark
Give	“Give one type of social media that a business could use to interact with its customers”	<ul style="list-style-type: none">✓ Ensure just one type is given in the response✓ The question is just assessing knowledge; therefore, there is no need to contextualise the answer✗ Avoid over answering; one word or a short phrase is sufficient to gain the mark available

TYPE OF QUESTION

2 mark questions “Calculate” and “Outline”

- Points based marking – 1 mark per relevant point
- “**Calculate**” questions can be found in any Section of the exam paper; there will be 4 calculate questions included in each paper
- “**Outline**” questions will only be found in Sections B and C
- Get straight to the point in the response; do not over-answer

Command word	Question example	How to answer?
Calculate	“Calculate the number of meals the business would need to sell each week in order for the delivery service to break even. You are advised to show your workings”	<ul style="list-style-type: none"> ✓ As the question says, clearly show all your LABELLED workings required in the calculation ✓ Ensure the answer is written on the answer template inside the workings box ✓ The answer template is the line where the units, £ sign etc will be given ✓ Answers should be given to two decimal places when requested; these represent the first two numbers after the decimal point, no rounding is required ✗ Do not waste time writing the formula, unless it helps you to complete the calculation accurately; there are no marks awarded for the formula ✗ Do not write the final answer anywhere else than on the template line! Examiners are trained to look at this line for the answer; if a different answer is given on that line, you may only be awarded one mark (at best) for workings despite the correct answer being written elsewhere; one mark will only be awarded for a mathematical slip or failing to include the appropriate decimal points in the response; most responses will score 2 or 0 marks
Outline	“Outline one benefit to Niya and Paul of operating <i>Chicken & Grill</i> as a partnership”	<ul style="list-style-type: none"> ✓ One reason in context should be given that is then explained with one interconnected strand ✓ Using connectives such as “this means that...” or “this is a benefit for Niya and Paul because...” will help to ensure your points are interconnected ✗ Do not over-answer by repeating the phrasing of the question; get straight into answering the question set <p>E.g. The partners were seeking equal ownership, which would reduce the stress of running a business (1) which would be quite high in the fast food market where there is clearly lots of competition (1).</p> <p>Remember if an explanation is given but with no context, the answer will only achieve one mark.</p>

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TYPE OF QUESTION

3 mark questions: "Explain"

- Points based marking – 1 mark per relevant point
- "Explain" questions will only be found in Section A
- There will be 6 explain questions found in each paper, which will make up 20% of the overall GCSE marks; these questions are therefore very important to answer correctly

Command word	Question example	How to answer?
Explain	"Explain one disadvantage to a business of an increase in interest rates"	<ul style="list-style-type: none">✓ Include only one point that answers the specific question set✓ No context is required✓ The point given should be explained using two interconnected strands✓ Using connectives x 2 such as "this means that..." "therefore..." "as a result..." "in turn ..." will help you to achieve full marks in this type of question, as it will flag to the examiner that an interconnected strand has been given in the response✓ Use separate sentences to flag to the examiner that an interconnected strand is being given <p>E.g. Interest payments on business overdrafts are likely to increase (1). This means expenses increase (1). This could result in lower profits. (1)</p>

