



LHA

LOSTOCK HALL ACADEMY



Command Word Booklet

Name _____

Tutor Group _____

	Page	English WJEC	Maths Edexcel	Science AQA	Geography AQA	History AQA	MFL AQA	PE OCR	Performing Arts Excel	Music WJEC	Food Prep AQA	Design Tech AQA	Art AQA	Photograph y AQA	Business studies AQA	Computin g AQA
Identify/outline/ select	6															
Define/classify/ Name																
Describe	8-9															
Explain – why/how?	11-12															
Compare	14															
Evaluate	16-17															
Investigate																
Design																
Solve/determine																
Analyse	19															
Justify	21-22															
To what extent/Assess/Judge	24															
Calculate/find	26															
Draw/plot/record/ label/sketch/ construct	30,31															
Label/annotate/ complete	31,32															
Estimate																
Suggest / predict																
Prove/show/state/ give																
Discuss	28															
Simplify/Convert																
Interpret																
Develop																
Refine	32															

	Page	33		English	WJEC	Maths	Eexcel	Science	AQA	Geography	AQA	History	AQA	MFL	AQA	PE	OCR	Performing	Arts	Excel	Music	WJEC	Food	Prep	AQA	Design	Tech	AQA	Art	AQA	Photography	AQA	Business	Studies	AQA	Computin	g	AQA
Advise/recommend																																						
How useful?																																						
convincing																																						
Significance																																						
Account																																						
Choose																																						
Decide																																						
French Command																																						
Words Grid																																						

The remaining words on the grid on pages 3 & 4 are subject specific words. Use any remaining space to make notes on subject specific command word meanings.

Good Luck in your exams!

About this booklet:

The aim of this booklet is to assist you in preparing for your GCSE examinations. In each of your GCSE subjects, staff are preparing you to be able to answer a number of examination questions. Remember that although knowledge is important, you will have to decode the exam question before you can start to answer it effectively. This booklet will hopefully help you in understanding how the command words might be approached differently in different subjects across the curriculum.

You can use it in lessons to assist you in the decoding/unpicking of examination questions, and you can use it at home when you are revising and studying.

The table on the next couple of pages highlights where certain command words are used in different subjects. On the designated page in the booklet, you will be able to see how that command word is used and potentially use those instructions to assist you in unpicking a subject specific exam question.



Command words can be tricky, but if you know how to use them in a specific subject, it's going to make your life a little easier in the exams!

Command word: Outline/Identify

This is one of the most commonly shared command words amongst subjects and therefore has many different meanings in your work. It is likely to be a lower tariff question on which this is used.

Subjects used in...	How is it used?
English	Definition: <i>to locate and retrieve explicit and implicit details from the text. (Skim and scan for key words. Respond using a bullet point list or sentences explaining implicit ideas selected from the text. Keep answers short and precise).</i> Example Q: List 5 reasons why the man went to South Africa. (5)
Maths	Definition: <i>to find</i> Example: Identify the outlier on the graph. (1 mark)
Science	Definition: <i>name or otherwise characterise.</i> Example Q: Identify the pattern shown in figure 3 (2 marks)
Geography	Definition: Name the feature or otherwise characterise. Example Q: Identify the coastal landform in figure 2. (1 mark)
PE	Definition: <i>Recognise, list, name or otherwise characterise.</i> Example Q: Identify one effect that beta blockers may have on a performer in sport which could aid their performance (1 mark). Need to <u>give one correct answer/effect as the first response only is marked.</u> E.g. Beta blockers help to control/lower heart rate or keep the performer calm.
Performing Arts	Definition: <i>Summarise or indicate the principal features of something or a brief description or explanation with main points.</i> Example Q: Outline the concept and style of performance you have chosen. (Keep it simple, making sure you include the main details and decisions you have made).
Music	Definition: A general explanation. <i>Lay out the basics for the reader and imagine they have never heard this music before.</i> Example Q: Outline the structure of Eine Kleine Nachtmusik, movement 3, Minuet and Trio. (2 marks)
Food Preparation and Nutrition	Definition: <i>Set out main characteristics. Name or otherwise characterise.</i> Example Q: Identify is often used in multiple choice questions. For example, 'Identify one food below that would display a 'Use by' date' (1 mark - example of correct answer would be: Tub of fresh prawn salad).
Art and Photography	Definition: <i>A way of clarifying the thinking to go ahead which the best design / art solution</i> Plan for the exam – chosen intention, breakdown of the hours
Business Studies	Definition: <i>Name the term, item or phrase. Use as short a sentence as possible. One word or term might be enough.</i> Example Q: Identify one benefit and one drawback to a business of using just in time production.
Computing	Definition: <i>Provide an outline. Use short sentences listing the main processes/concepts using keywords.</i> Example Q: Kofi uses his computer to record an audio file of himself playing his guitar. Outline what happens when the computer converts the music into a file. [2 marks]

Command word: Describe

This is one of the most commonly shared command words amongst subjects and therefore has many different meanings in your work. It is likely to be a mid-tariff question on which this is used (3-6 marks) depending on subjects. If subjects are blank, please approach your teacher to ask for examples that you can write in the space provided.

Subjects used in....	How is it used?
Maths	<p>Definition: <i>Write down a full description of what is happening</i></p> <p>Example Q: Describe fully the single transformation that maps shape A onto shape B.</p> <p>Steps to assist: for Enlargement you need to give the scale factor and the centre of enlargement. For a Rotation you need to give the centre of rotation, amount of degrees you are rotating and the direction (clockwise or anti-clockwise) For a Reflection you need to give the equation of the line that you are reflecting in For a translation (move) you need to give the column vector (how much you are moving in the x-direction and y-direction) For a Single transformation you must only use one of the key words.</p>
Science	<p>Definition: <i>recall some facts, events or process in an accurate way.</i></p> <p>Example Q: Describe how quadrats should be used to identify the number of dandelion plants in a field (4 marks).</p>
Geography	<p>Definition: <i>Set out the characteristics. It could be an event, feature, pattern, a distribution or process. Say what you see.</i></p> <p>Example Q: Using Figure 9, describe the distribution of areas with existing licenses for fracking in the UK. (2 marks)</p> <p>Steps to assist: Refer to the figure – place, distance or data? For example, if describing a landform say what it looks like, give some indication of size or scale, what it is made of, and where it is in relation to something else.</p>
History	<p>Definition: <i>To provide an account of two features mentioned in the question.</i></p> <p>Example Q: Describe two problems faced by the Kaiser at the end of World War One. (4 marks)</p> <p>Steps to assist: Identify two problems faced and discuss what the problem was.</p>
MFL	<p>Definition: <i>Give a clear account of the topic you are writing about.</i></p> <p>Example Q: Describe your holidays.</p> <p>Steps to assist: Use the bullet points to give details on the topic.</p>
PE	<p>Definition: <i>Give a detailed account, including all of the relevant characteristics, qualities or events.</i></p> <p>Example Q: Using practical examples, describe strategies to increase the frequency of adults taking part in sport (4 marks).</p> <p>Steps to assist: Marks only awarded if each point (strategy) is linked to a practical example, e.g. 'One strategy would be to use TV advertising in order to promote the benefits of regular exercise' (1 strategy with example = 1 mark).</p>
Performing Arts	<p>Definition: Give a clear, objective account in their own words, showing recall, and in some cases application, of relevant features and information. Normally requires breadth of content coverage.</p> <p>Example Q: <i>Describe how you explored the play of Blood Brothers in relation to the theatre practitioner Bertolt Brecht.</i></p> <p>Steps to assist: Pick out specific examples of the work you have done and give detailed explanations of how you used the skills related to Brecht when performing extracts of the play. Be detailed and specific in your descriptions of the skills you used.</p>
Music	<p>Definition: <i>Give a detailed account in words.</i></p> <p>Example Q: Describe the differences between excerpt A and excerpt B in regards to texture, rhythm and tonality. (8 marks)</p>

Food Preparation and Nutrition	<p>Definition: <i>Set out characteristics.</i></p> <p>Example Q: <u>Describe</u> a breakfast that would supply the micronutrients needed for good dental health in young children. Give reasons for your choice (6 marks).</p>
Design Tech	<p>Definition: <i>Present your knowledge and understanding of the issue in the question.</i></p> <p>Example Q: Describe how aesthetics influence the selection and choice of materials and components in manufactured products. Give an example in your answer. (3 marks).</p> <ol style="list-style-type: none">1. Steps to assist: <u>Show your understanding</u> of aesthetics....Aesthetics is how a product looks, this may be the colour, the texture, the shape, the design style2. Now describe how aesthetics can be affected by the material e.g. stainless steel will be shiny, flexi-ply can be used to create a curvy surface, HIPS plastic can be moulded into a complex shape, Acrylic can be bent in a line. (use the specific names of the materials and describe how they impact how the product looks3. Now describe how aesthetics can affect the choice of components, (small parts) – If you have a smooth, sleek design then the smaller pieces (components) need to fit in with that chosen style
Art	<p>Definition: <i>What do you see?</i></p> <p>Example Q prompts: What type of artwork is it? (sculpture, painting, drawing, mixed media etc.) What kinds of things do you see in the artwork? (Landscape, portrait, still life, animals, religious, historic etc.) How would you describe them? What’s going on? Is there a story / action? Is it realistic or abstract? Describe the style.</p>
Computer Science	<p>Definition: <i>Set out the characteristics using keywords/correct terminology</i></p> <p>Example Q: State the three components of the CPU and describe their purpose. e.g. Control Unit: Decodes instructions, Controls the fetching and writing of data.</p>

Notes

Notes on Describe

Ruled lines for writing notes.

Command word: Explain

Almost all exam questions will require you to explain something and will usually come with high tariff marks because the question will require an extended answer. This is where you should be planning an answer before embarking on actually answering it. A two minute plan can ensure that you are on target to answer the question and will prevent you from deviating (going off topic) for the question.

Generally 'Explain' will require you to use connectives such as those in the box below, and will require you to say why something is as it is, or how it has become like that.

Adding	Sequencing (time)	Contrasting (Opposites)
and moreover also as well as	next then first, second, third, ... finally meanwhile eventually after, before	but whereas instead of alternatively otherwise unlike on the other hand however although except unless if as long as
Cause and Effect	Illustrating	
because so therefore thus consequently	for example such as for instance as revealed by in the case of	

Subjects used in....	How is it used?
English	<p>Definition: <i>comment and analyse how writers use language and structure to achieve effects and influence readers.</i></p> <p>Example Q: <i>Explain how the writer makes these lines tense and dramatic. (10 marks)</i></p> <p>Steps to assist: Identify what the writer says (could be implicit and explicit). Explain how the word choices, structure and tone are used to create the effect. Use relevant subject terminology, but only if this supports and develops the explanation</p>
Maths	<p>Definition: <i>Write down a reason why this is wrong/ tell me why this is wrong using a reason.</i></p> <p>Example Q: Debbie says 'The pie chart shows that Simon caught more roach than Asif caught on Saturday'. Is Debbie right? Explain your answer.</p>
Science	<p>Definition: <i>State the reasons for something happening. You need a 'because' in your answer.</i></p> <p>Example Q: Explain, in terms of particles, why the rate decreases during the reaction between magnesium and ethanoic acid.</p>
Geography	<p>Definition: <i>give a brief description and say why and how it is like that. Use processes where possible.</i></p> <p>Example Q: Using Figure 12 and your own knowledge, explain how different landforms may be created by the transport and deposition of sediment along the coast. (6 marks)</p> <p>Steps to assist: This usually requires an understanding of a process and features involved. <u>Develop your points!</u> 'This is because...' 'This means that...'</p>

History	<p>Definition: <i>To give a detailed account of a particular area of History.</i></p> <p>Example Q: Explain the solutions Stresemann came up with to solve Germany's problems in the 1920s. (8 marks)</p> <p>Steps to assist:</p> <ol style="list-style-type: none"> 1. Write down three solutions before answering the question. 2. Write a detailed account of what Stresemann did. 3. Suggest how his actions benefited Germany.
Physical Education	<p>Definition: <i>To give account of the purposes or reasons.</i></p> <p>Example Q: Reversibility is a principle of training. Using a practical example, <u>explain</u> what is meant by the term 'reversibility'? (2 marks).</p> <p>Steps to assist: 2 marks only awarded if an explanation is linked to a practical example: Any performance/fitness gain that has occurred through training can be lost once training has stopped (Explanation = 1 mark). E.g. 'a weightlifter will lose their strength gained if they have been unable to lift weights, due to injury, for a while (Example = 1 mark).</p>
Performing Arts	<p>Definition: <i>Provide details and give reasons why and/or evidence to support an argument.</i></p> <p>Example Q: Explain how the work of others has influenced your development of skills and techniques.</p> <p>Steps to assist: Explain who has influenced your work and give specific examples of how they have influences using clear examples from your practical devised work.</p>
Music	<p>Definition: <i>Make clear for the reader</i></p> <p>Example Q: Explain 4 ways in which version 2 is different from version 1. (8 marks)</p> <p>Steps to assist: Compare the 2 pieces and say how there are differences between them.</p>
Food Preparation and Nutrition	<p>Definition: <i>Set out purposes or reasons.</i></p> <p>Example Q: <u>Explain</u> in detail how a temperature probe is used to check that cooked food is safe to eat.</p>
Design Tech	<p>Definition: <i>give a brief description and say why and how it is like that. Use processes where possible.</i></p> <p>Example Q: Explain the term 'planned obsolescence'. Give an example in your answer. (3 marks)</p> <p>Steps to assist: Usually awarded 2-5 marks (Usually a point and an explanation of the point = 1 mark)</p> <p><u>Explain the term:</u> Planned Obsolescence is a policy of producing consumer goods that <u>rapidly become obsolete</u> and so require replacing, achieved by <u>frequent changes in design</u>, termination of the supply of spare parts, and the <u>use of non-durable materials</u>. <u>Example:</u> Mobile phones are constantly being introduced to the market through changes to their looks; size, shape or software updates. <u>Example 2:</u> Cars are continually being updated in style and design to encourage the purchase of the new model. They include connectivity to a range of devices, some even offering WiFi</p> <p>Steps to assist: This usually requires an understanding of a process and features involved. <u>Develop your points!</u> 'This is because...' 'This means that...'</p>
Business Studies	<p>Definition: <i>Set out the purpose or reasons.</i></p> <p>Example Q: Explain one successful characteristics of a successful entrepreneur.</p> <p>Steps to assist: see booklet.</p>
Computer Science	<p>Definition: <i>Define and set out the purpose or reasons.</i></p> <p>Example Q: Explain two differences between a LAN and a WAN. e.g. A WAN is a Wide Area Network that links more than one remote geographical site/location to another. A LAN is a Local Area Network that links together devices that are within one site\location.</p>

Command word: Compare

The command compare can be different in different subjects. Sometimes, the word requires you to look for similarities only, and sometimes, it requires you to look for similarities and differences. Be sure you know which subjects you need to do which in!

Subjects used in....	How is it used?
English	<p>Definition: <i>to show understanding of the similarities and differences between two texts which are linked by theme.</i></p> <p>Example Q: Both these texts are about waste. Compare the following:</p> <ul style="list-style-type: none"> • The writers' attitudes to waste • How they get their arguments across (10 marks) <p>Steps to assist: Identify the writers' viewpoints and attitudes. Compare how word choices, structure and tone are used to get their points/attitudes across. Use connectives in your response to signal similarities and differences e.g. in contrast, similarity, on the other hand.</p>
Maths	<p>Definition: <i>Look at the data and describe the similarities and differences, you must use two separate maths fact</i></p> <p>Example: Compare the boys and girls data.</p> <p>Steps to assist: You must compare the medians and the IQR or range and explain what one of these means. The median is generally the easiest to explain what it means.</p>
Science	<p>Definition: <i>describe the similarities and/or differences between things, not just write about one.</i></p> <p>Example Q: Compare the blood glucose concentrates of the two people. Include similarities and differences in your answer.</p>
Geography	<p>Definition: <i>Describe similarities and differences.</i></p> <p>Example Q: Using Figure 4, <u>compare</u> HDI values in Africa and South America. (2 marks)</p> <p>Steps to assist: What is similar? What is different? Use data to support points!</p>
History	<p>Definition: <i>To explain the similarities or differences between an events or individuals.</i></p> <p>Example Q: Compare the work of Edward Jenner with the work of John Hunter. In what ways were the different? (8 marks)</p> <p>Steps to assist:</p> <ol style="list-style-type: none"> 1. Identify differences between Jenner's and Hunter's work. 2. Explain what they did from a medical point of view.
Performing Arts	<p>Definition: <i>Identify the main factors relating to two or more items/situations, explain the similarities and differences, and in some cases say which is best and why.</i></p> <p>Example Q: Compare the performances of Blood Brothers and Curious Incident.</p> <p>Steps to assist: Pick out ways in which the performances are similar (Consider their aims and creative intentions). Explore what is different about the way the performances are presented and what has influenced the performances.</p>
Music	<p>Definition: <i>Note the similarities and/or differences between.....</i></p> <p>Example Q: Compare the style of track one with the style of track 2. (4 marks)</p> <p>Steps to assist: List similarities and differences.</p>
Food Preparation and Nutrition	<p>Definition: <i>Identify similarities and differences.</i></p> <p>Example Q: Sliced wrapped white and wholemeal bread is widely available from supermarkets. <u>Compare</u> the contributions white and wholemeal bread can make to the nutritional needs of an older person (6 marks).</p>
Computer Science	<p>Definition: <i>Identify the similarities and/or differences between.</i></p> <p>Example Q: State one advantage of the merge sort algorithm compared to the sorting algorithm in Figure 2. [1 mark] e.g. It is more (time) efficient because it will usually take fewer steps.</p> <p>Steps to assist: You must state why</p>

Command word: Evaluate

In general, the word evaluate requires you to have information from which you can make an informed decision. It may refer to you evaluating something which you have created or performed, or could require you to make a decision about the successfulness of something. Use the grid below to help you see how it is used in different subjects.

Evaluative questions

What is more important/logical/valid/appropriate?
 In there a better solution to...?
 What do you think about...?
 Can you defend your position on...?
 What changes would you recommend to...?
 Do you believe...?
 How would you feel if...?
 How effective...?
 What are the consequences of...?
 What are the pros and cons of...?

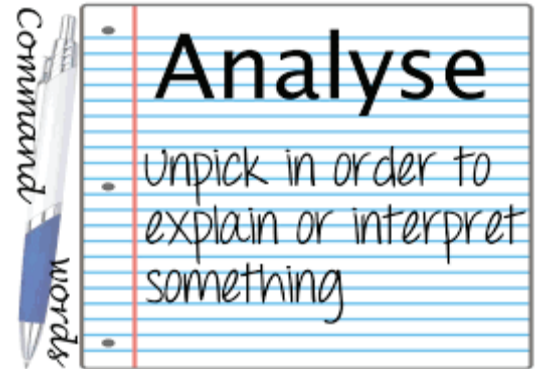
Subjects used in...	How is it used?
English	<p>Definition: <i>to evaluate texts critically and support with appropriate textual references</i></p> <p>Example Q: 'The writer encourages the reader to feel sympathy for the man'. To what extent do you agree with this view? (10 marks)</p> <p>Steps to assist: Track through the text chronologically and identify the writer's viewpoint, considering whether or not it changes and why. Explain their feelings and how they get them across, commenting on the language choices, structure and tone. Make a judgement on how far you agree with the statement given in the question e.g. I partially agree, I agree to an extent...</p>
Maths	<p>Definition: <i>Work out the answer to the question given</i></p> <p>Example: Evaluate $9 + 4 \times 6 - 7$</p>
Science	<p>Definition: <i>use the information supplied as well as your knowledge and understanding to consider evidence for and against.</i></p> <p>Example Q: A company stated that 'A Life Cycle Assessment shows that using plastic bags has less environmental impact than paper bags'. Evaluate this statement. Use your knowledge and the information in table 1. (6 marks)</p>
Geography	<p>Definition: <i>Consider several options or arguments and come to a conclusion about their importance/success/worth.</i></p> <p>Example Q: Evaluate the effectiveness of an urban transport scheme(s) you have studied. (9 marks)</p> <p>Steps to assist: Demonstrate a clear understanding of your case study (Where is it? How does it work? When/why was it introduced?) What are the advantages? Disadvantages? Conclude – How successful is it? Why do you think this?</p>
Performing Arts	<p>Definition: <i>Bring together all information and review it to form a conclusion drawing on evidence, including strengths, areas for improvement, alternative actions, relevant data or information.</i></p> <p>Example Q: Evaluate how the outcome met the requirements of the brief.</p> <p>Steps to assist: Ensure that you pick out specific examples to back up your answer. Explore in detail what your outcome, including creative intentions was and relate this back clearly to the original assignment brief.</p>
Music	<p>Definition: <i>Give a detailed account in words.</i></p> <p>Example Q: Describe the differences between excerpt A and excerpt B in regards to texture, rhythm and tonality. (8 marks)</p> <p>Steps to assist: Identify the difference between the piece and ensure you focus on texture, rhythm and tonality.</p>
Food Preparation and Nutrition	<p>Definition: <i>Judge from available experience.</i></p> <p>Example Q: Information is provided about the nutrients contained within two different soups. Students may then be asked: With reference to the ingredients and nutrient content of each of the soups, evaluate the suitability of these soups for people with Coronary Heart Disease (CHD). Give justified reasons for your choice (8 marks).</p>

Art	<p>EVALUATE</p> <p>Would it be better...? What went well...? If I/you did it again...?</p> <p>How well did I/you do...? What parts am I/you most proud of...?</p>
Business Studies	<p>Definition: Make a judgement linked to the evidence given based on your analysis. AJIM (Answer, Justify, It depends, Most important)</p> <p>Example Q: Evaluate which of the areas given will have the biggest impact. Use evidence to support your answer.</p> <p>Steps to assist: see booklet</p>

Notes on Evaluate

Command word: Analyse

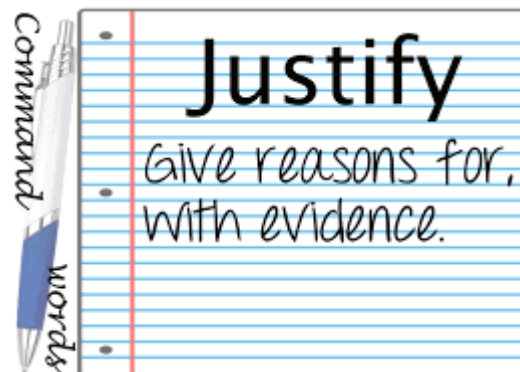
Analyse – Break something into its component parts and show how they relate to one another.



Subjects used in....	How is it used?
English	<p>Definition: <i>comment and analyse how writers use language and structure to achieve effects and influence readers.</i></p> <p>Example Q: <i>Explain how the writer makes these lines tense and dramatic. (10 marks)</i></p> <p>Steps to assist: Identify what the writer says (could be implicit and explicit). Explain how the word choices, structure and tone are used to create the effect. Use relevant subject terminology, but only if this supports and develops the explanation</p>
Physical Education	<p>Definition: <i>Separate information into components and identify their characteristics. Discuss the pros and cons of a topic or argument and make reasoned comment.</i></p> <p>Example Q; Analyse the effects that Lactic Acid could have on performance and recovery of hockey players (3 marks).</p> <p>Steps to assist: You must refer to both performance and recovery (maximum 2 marks for either component). E.g. Lactic acid causes fatigue in the muscles meaning a hockey player may slow down during a game (performance = 1 mark). Recovery time will be longer if lactic acid has built up (recovery = 1 mark).</p>
Food Preparation and Nutrition	<p>Definition: <i>Separate information into components and identify their characteristics.</i></p> <p>Example Q: Childhood obesity is increasing in Britain and has been linked to an unhealthy diet. <u>Analyse</u> the various factors which contribute to childhood obesity and explain how an unhealthy diet in childhood may put future health at risk.</p>
Design Tech	<p>Definition: Describe and evaluate by reference to different and perhaps contrasting factors.</p> <p>Example Q: Analyse how different production aids are used in the manufacture of products. Evaluate how the use of such production aids improves the quality, accuracy and speed of manufacture. [8 marks]</p> <p>Steps to assist: Usually awarded 6-10 marks (Usually a point and an explanation of the point = 1 mark)</p> <p>This question must be broken into two parts; analyse and evaluate</p> <ol style="list-style-type: none"> 1. Define production aids and provide some examples to demonstrate your understanding. Jigs, fixtures, stencils and moulds all aid production. 2. Now evaluate how they improve the manufacture of products; they make sure that the product quality can be repeated i.e. it is the same each time, it ensures that the product can be made quickly and efficiently. Provide some examples; wooden moulds for vacuum forming, pewter casting, and a jig to hold a piece of wood in the same position to ensure the hole is drilled in the same place every time. <p><u>Make sure you have included enough points for each mark available.</u></p>
Art & Photography	<p>Definition: <i>How is the artwork organised? The visual elements and principles. The physical making of the artwork.</i></p> <p>Steps to assist: Analysing artwork stem question resource sheet What elements of art did the artist use? (Line, tone/value, shape, form, texture, space, colour) What principles of design are used? (Pattern, balance, unity, variety, emphasis, contrast, scale/proportion, rhythm) How has the artist used /selected these? (Warm/cool colours, tints, light, heavy, smooth, rough, organic, hatch, outline, harmonious etc.) What is the shape, size and scale of the artwork? What media has the artist used?</p>
Business Studies	<p>Definition: <i>State, Explain and Apply to the case study or item.</i></p> <p>Example Q: Analyse one effect of Treeny Teens using E-Commerce.</p> <p>Steps to assist: See Booklet</p>

Command word: Justify

The questions which require you to justify (give reasons) for your answers are usually the ones which come with a higher mark tariff (maths and science are the exceptions to this rule). Make sure you plan your answer. A two minute plan will save you going off topic and ensure you answer the question. These questions are often marked with a level system.



Level 1 = basic and does not really contain much information/reasoning.

Level 2 = one which demonstrates some clear justifying/reasoning and perhaps has some specific evidence used.

Level 3 = Detailed and requires you to use specific case study information to back up your answer.

Make sure you have revised your case studies well and are able to include a few facts about it – this way you will be able to achieve the higher marks within the question. Knowing your evidence is key!

Subjects used in....	How is it used?
Maths	Definition: Give full reasons for your answer. Example: Calculate x. Justify your reasons.
Science	Definition: Use evidence from the information supplied to support an answer. Example Q: Give the order of reactivity of metals W, X, Y and Z. Use the results in table 2 to justify your answer (3 marks)
Geography	Definitions: Give reasons for the validity of a view or idea or why some action should be undertaken. Example Q: Transnational corporations (TNCs) only bring advantages to the host country.' Do you agree with this statement? <u>Justify</u> your decision. (9 marks) Steps to assist: STOP! Plan your answer first. Support ideas with evidence! Have you got a balanced answer? Conclusion?
History	Definition: Do you agree with a particular quote? Example Q: "The League of Nations was responsible for more failures than successes." How far do you agree? Justify your reasoning. (16 marks) Steps to assist: Before answering the question identify three LON conflicts. Explain each conflict and at the end of each paragraph say if this agrees or disagrees with the quote and why.
Performing Arts	Definition: Give reasons or evidence to support an opinion. Example Q: Justify how the style you have chosen meets the assignment brief. Steps to assist: Link your answer back to the brief and explain how your decisions help to meet the purpose of your performance.

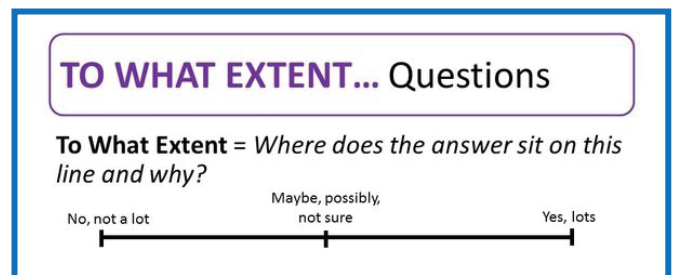
Music	<p>Definition: <i>Provide proof for your argument.</i></p> <p>Example Q: justify the use of electronic instruments in this extract. Why does it represent 1980s music. (4 marks)</p> <p>Steps to assist: Consider the instruments being used: which decade was it used most on.</p>
Business Studies	<p>Definition: <i>Give reasons for your choice (whatever that choice might be). Refer back to the original argument and bring in additional evidence (from the scenario) to back up what you are saying.</i></p> <p>Example Q: Justify how Easy Jet's performance has been affected by the economic considerations.</p> <p>Steps to assist: See Booklet</p>
Computer Science	<p>Definition: <i>Support a case with evidence.</i></p> <p>Example Q: As a Network Manager you have decided to implement a LAN rather than a WLAN for the new computer suite at school. Justify your decision. [3 Marks]</p>

Notes on Justify

Command word: Assess/To what extent?

In the word assess, its general meaning is to make a decision based on evidence which you have been given and often requires you to give reasons for your answers. The question stem 'To what extent' tells us we need to agree with a statement to a high/medium/low extent and use evidence to back up our thought process. Sometimes, other command words are used alongside these – such as 'Justify your answer'. These questions require deeper thinking and so are often associated with higher tariff questions. **PLAN YOUR ANSWERS!**

Assess
Weigh up which is the most/least important



Subjects used in....	How is it used?
Geography	<p>Definition: <i>Form and express a view. What is the importance or success of (strategy, scheme, project, etc)?</i></p> <p>Example Q: <u>To what extent</u> do urban areas in lower income countries (LICs) or newly emerging economies (NEEs) provide social and economic opportunities for people? (6 marks).</p> <p>Steps to assist: Think about the opportunities and challenges? Case studies? What is the significance of the different points made? Ensure you finish with a conclusion.</p>
Physical Education	<p>Definition: <i>Offer a reasoned judgment of the standard/quality of situation/skills informed by relevant facts.</i></p> <p>Example Q: Cartilage plays an important role in the skeletal system. <u>Assess</u> how cartilage helps a marathon runner during performance (2 marks).</p> <p>Steps to assist : Provide short descriptions rather than single word lists. E.g. Cartilage absorbs the impact of running (1 mark).</p>
Performing Arts	<p>Definition: <i>Present a careful consideration of varied factors or events that apply to a specific situation or identify those that are most important or relevant and arrive at a conclusion.</i></p> <p>Example Q: Assess the success of the performance in achieving its creative intentions.</p> <p>Steps to assist: Refer to what the creative intentions are. Explore ways in which the performance has successfully met these aims and give specific examples. Explain how these were able to communicate the intentions clearly to the audience.</p>
Music	<p>Definition: <i>Evaluate the quality of.....</i></p> <p>Example Q: Assess these two recordings and refer to the quality of performance. (3 marks)</p> <p>Steps to assist: Be musically critical of both recordings. Is one better than the other?</p>
Food Preparation and Nutrition	<p>Definition: Make an informed judgement.</p> <p>Example Q: UK Obesity rates are increasing. <u>Assess</u> the factors that can contribute to diet related obesity and the impact that this could have on the quality of life (12 marks).</p>
Design Tech	<p>Definition: <i>make an informed judgment based on the information presented and their knowledge and understanding of the topic area.</i></p> <p>Example Q: Access the impact on the environment of a plastic container.</p> <p>Steps to assist: Consider the source of the material, processing of material and what happens to the container after use.</p>

Command word: Calculate

We use the word calculate and assume it's linked to maths...and most of the time you'd be right to think this. To calculate means to work out – sometimes with the aid of a calculator, and other times it will need to be a mental calculation. These are likely to be lower tariff questions, but this is not necessarily the case as subjects vary.

Subjects used in....	How is it used?
Maths	Definition: <i>You will need to do a sum (with or/and without your calculator) to get the answer.</i> Example Q: Calculate the total length of wire needed to make the frame and the diagonals. Give your answer correct to 1 decimal place.
Science	Definition: <i>use numbers given in the question to work out the answer.</i> Example Q: Calculate the mean rate of sugar produced during the first 5 minutes (2 marks) Steps to assist: Have you looked at the units in the practical scenario, spot any anomalies and do not include in the main calculation.
Geography	Definition: <i>Work out the value of something.</i> Example Q: Using Figure 7, calculate the increase in retail sales value of Fairtrade bananas between 2000 and 2012. (1 mark) Steps to assist: Have you thought about the calculation? Have you included the '£' sign or relevant measure?
Food Preparation and Nutrition	Definition: <i>Work out the value of something.</i> Essential component linked to the NEA component of the course. Candidates will have to calculate weights, cooking times.
Business Studies	Definition: <i>Use the given material to carry out a numerical calculation.</i> Example Q: Employees receive 10% discount on their shopping at Tesco stores. Calculate the weekly benefit to an employee who on average spends £14 each weekday and £22 on each day at the weekend. Steps to assist: see booklet
Computing	Definition: <i>Work out the value of something.</i> Example Q: Calculate the total of the following binary numbers 01110101, 00100100, 00010001

Retail sales value of Fairtrade bananas in the UK					
Year	2000	2003	2006	2009	2012
Retail sales value (£ millions)	8.1	24.3	65.6	215.5	242.5

Notes on Calculate

Command word: Discuss

The word discuss requires a balanced argument. It is usually a higher tariff question requiring detail in the answer. Students are encouraged to talk about one side of the argument and then use the phrase 'on the other hand' to give a different perspective. A conclusion is usually required to tie everything together at the end.



Subjects used in....	How is it used?
Geography	<p>Definition: <i>Present key points about different ideas or strengths and weaknesses of an idea.</i></p> <p>Example Q: Discuss the effects of urban sprawl on people and the environment. Use Figure 3 and a case study of a major city in the UK. (6 marks)</p> <p>Steps to assist: How are people affected? The environment? What are the positive effects? Negative effects? YOU MUST REFER TO FIGURE/CASE STUDY & conclude.</p>
Physical Education	<p>Definition: 'Give an account that addresses a range of ideas and arguments' (<i>The OCR guide to examinations</i>).</p> <p>Example Q: Using practical examples, discuss how goal setting can motivate performers in physical activity and sport (6 marks).</p> <p>Steps to assist: Higher marks (5-6) awarded for accurate use of technical and specialist GCSE PE vocabulary. There is a well-developed line of reasoning which is clear. The information presented is relevant and backed up by evidence. E.g. Goal setting (can motivate) performers to train harder/more regularly because of the drive to reach/need to reach that goal – 'a tennis player puts more hours in to practice her forehand'. (2 marks)</p>
Performing Arts	<p>Definition: Consider different aspects of a topic and how they interrelate and the extent to which they are important.</p> <p>Example Q: Discuss how different roles contribute to the production of this piece of professional repertoire.</p> <p>Steps to assist: Consider the different responsibilities of each role. How has each role worked together to create the final vision?</p>
Music	<p>Definition: Talk about certain musical terms</p> <p>Example Q: Discuss what instruments you can hear in this excerpt? (3 marks)</p> <p>Steps to assist: Imagine you are talking to a friend and just write down what you hear.</p>
Food Preparation and Nutrition	<p>Definition: <i>Present key points about different ideas or strengths and weaknesses of an idea.</i></p> <p>Example Q: <u>Discuss</u> the advantages and disadvantages of buying locally produced foods? (4 marks).</p>
Computer Science	<p>Definition: Present the key points</p> <p>Example Q: Discuss four methods that AQA Travel could use to prevent infections from malware and/or to minimise the damage that could be caused by malware. [12 marks]</p> <p>Steps to assist: You must provide four examples. Explain how/what with a reasoned argument. Justify why this would be in/effective.</p>

Command word: Draw/Plot/Record/Label/Sketch Construct/Complete/Annotate.

The words above all indicate that something needs to be added to the exam paper – possibly a graph to show results which may need completing, possibly a design which needs to be drawn from instructions, or on a maths paper. Generally these are low tariff questions. Use the grid below to see how each may be used by different subjects.

Maths	How is it used?
Complete	Definition: <i>Finish off the work. Fill in any blank spaces in tables. Finish drawing any diagrams.</i> Example Q: On Sunday the shop sold 6 TV's. Use this information to complete the pictogram below. (1 mark)
Construct	Definition: <i>Draw a shape, line or angle accurately using a compass and straightedge (ruler). You must use a pair of compasses and/or protractor and ruler to score the marks.</i> Example Q: In the space below construct an equilateral triangle.
Plot	Definition: <i>Work out the points needed using the equation and mark the points on the graph. Join these up (apart from a scatter graph)</i> Example: Plot the line $y = 4x - 5$

Notes

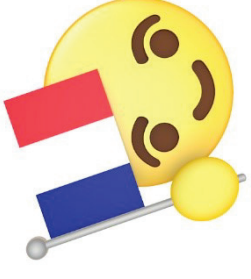
Command word: Draw/Plot/Record/Label/Sketch Construct/Complete/Annotate.

The words above all indicate that something needs to be added to the exam paper – possibly a graph to show results which may need completing, possibly a design which needs to be drawn from instructions, or on a maths paper. Generally these are low tariff questions. Use the grid below to see how each may be used by different subjects.

Science	How is it used?
Complete	Definition: <i>Answers should be written in the space provided. For example, on a diagram, in spaces, in a sentence or in a table.</i> Example Q: Complete the table below to show if it is an advantage or a disadvantage.
Draw	Definition: <i>Produce, or add to, a diagram.</i> Example Q: Draw a ring around one blue offspring shown in Figure 8. (1 mark)
Label	Definition: <i>Provide appropriate names on a diagram.</i> Example Q: Add the missing labels to the diagram.
Plot	Definition: <i>Mark on a graph using data given.</i> Example Q: Plot the results from table 2 onto the graph and add a line of best fit
Sketch	Definition: <i>Draw approximately. Often a graph without numbers (but label the axes).</i> Example Q: Sketch a graph to show how the pH of hydrochloric acid would change with the different reactants.

Notes

Les Instructions en Français



choisissez	choose	choisissez la bonne lettre choose the correct letter
complétez	complete	complétez les phrases en français complete the sentences in French
décidez	decide	décidez si les phrases sont vraies ou fausses decide if the sentences are true or false
décrivez	describe	décrivez vos vacances describe your holidays
écoutez	listen	écoutez ce reportage listen to this report
écrivez	write	écrivez environ 90 mots en français write approximately 90 words French
entendez	hear	vous entendez cette compétition à la radio you hear this competition on the radio
lisez	read	lisez cet extrait du roman read this extract from the novel
mentionnez	mention	mentionnez les bâtiments mention the buildings
parlez	speak	vous parlez avec votre ami(e) you are speaking with your friend
répondez	answer	répondez aux deux aspects de la question answer both parts of the question