

How do I know what skills to use when answering examination questions?

- Read the questions carefully to identify keywords that give hints about the skill you need and the type of answer to give.

Keywords In Question	What You Should Do	Skill(s) Tested
Compare...	<ul style="list-style-type: none"> • Find out the similarities and differences between the objects mentioned. 	Comparing
Classify...	<ul style="list-style-type: none"> • Find out the characteristics of the objects given. Arrange the items in groups according to similar characteristics that they share. 	Classifying
Describe...	<ul style="list-style-type: none"> • Write a <u>detailed description</u>. 	Communicating
Draw...	<ul style="list-style-type: none"> • Draw clearly. Do not shade unless asked to. • Make sure the lines are clean and not messy. • Label objects in the diagram if the question asks you to do so. 	Communicating
Explain... Why... How can you tell...	<ul style="list-style-type: none"> • Write a <u>detailed answer</u>, giving the reason/cause (why something happened) and the effect (what will happen as a result of this), e.g. i. This happened because... ii. This happened so that... 	Generating possibilities
Give... State...	<ul style="list-style-type: none"> • Answer the question directly and briefly. • You need not explain the reason for your answer. 	Analyzing
Identify...	<ul style="list-style-type: none"> • Study the data and diagram given in the question to come up with the answer. • Write the answer briefly. 	Comparing Classifying
List...	<ul style="list-style-type: none"> • You may write the answer in point form. • You need not explain your answer. 	Communicating
Predict...	<ul style="list-style-type: none"> • Briefly state what you think will happen. 	Evaluating Generating possibilities
Write down...	<ul style="list-style-type: none"> • Write the answer in a few words or sentences, with little or no explanation. 	Communicating