

Command verbs and approaches to exam questions

Question requirement beginning with	Definition and examples of CSQS exam questions
Advise	Provide recommendations and offer solutions (e.g. Corporate Law: advise X on any other legal petitions he may be able to make and the remedy he might expect to secure)
Analyse	Separate information into components and identify characteristics (e.g. Corporate Governance: analyse the criticisms which are made regarding the effectiveness of NEDs)
Comment	Give brief conclusions on...
Define	Give the exact meaning of (e.g. Financial Reporting and Analysis: define each of these terms, giving an example of each: financial assets, financial liabilities and equity).
Describe	Explain fully and clearly, the details and facts of... (e.g. Health Service Governance: describe the types of conflicts of interest for directors).
Discuss	Write about in detail, taking into account different issues or points of view. (e.g. Corporate Governance: discuss the factors that can affect decision-making and board effectiveness)
Evaluate	Judge the suitability of...
Explain	Make clear the meaning, purpose of/justification for... (e.g. Corporate Law: explain the key legal benefits and shortcomings of using a private company limited by shares to operate the business, in contrast to operating the business as a general partnership)
Outline	Describe briefly without elaboration or explanation (e.g. Applied Business Law: outline the importance of data protection laws)
Prepare	Make or get ready for use (e.g. Financial Decision Making: prepare a monthly cash budget for the first four months of the year ended 31 May 2016)
Recommend	Select and then communicate a preferred solution or course of action (e.g. Strategy in Practice: Recommend an appropriate alternative strategic management model to the one employed by Marsh)