
















EXAM COMMAND WORDS REFERENCE MAT



COMMAND WORD	WHAT IT MEANS	WHAT TO DO	EXAMPLES / NOTES
 DESCRIBE	Give an account of the main features or points.	<ul style="list-style-type: none"> List the key points Give characteristics Use clear, accurate information 	
 EXPLAIN	Make something clear or show how it works or why it happens.	<ul style="list-style-type: none"> Show how/why Give reasons Link cause and effect Use examples 	
 ANALYSE	Break something down to show its parts and how they relate.	<ul style="list-style-type: none"> Identify components Examine relationships Interpret information Draw out patterns 	
 EVALUATE	Make a judgement based on criteria; weigh up strengths and weaknesses.	<ul style="list-style-type: none"> Consider arguments or evidence Judge value/impact Give supported judgement 	
 DISCUSS	Consider different aspects and show both sides.	<ul style="list-style-type: none"> Present key points Compare viewpoints Consider implications Reach a conclusion 	
 COMPARE	Examine similarities and/or differences.	<ul style="list-style-type: none"> Identify similarities Identify differences Show the relationship Use evidence 	
 CONTRAST	Highlight the differences between.	<ul style="list-style-type: none"> Focus on differences only Do not include similarities 	
 JUSTIFY	Give reasons or evidence to support an answer or opinion.	<ul style="list-style-type: none"> State your position Provide evidence Explain why it supports your answer 	
 ASSESS	Make an overall judgement about value, quality or importance.	<ul style="list-style-type: none"> Use criteria Weigh up evidence Make a supported overall judgement 	

BEFORE YOU ANSWER	PLANNING SPACE	EXAMPLES / KEY WORDS
 READ Read the question carefully.	<p>Key points / ideas / structure</p> <ul style="list-style-type: none"> • • • • • 	<p>Space for examples, key terms or notes</p> <ul style="list-style-type: none"> • • • • •
 IDENTIFY Circle or underline the command word.		
 THINK What is being asked? What do I need to do?		
 PLAN Plan your answer before you write.		

SENTENCE STARTERS				
<i>This suggests that...</i>	<i>One reason is...</i>	<i>Another point to consider is...</i>	<i>This is important because...</i>	<i>Overall, I believe...</i>