

CamEd Business School

F9 – Financial Management [Dr. Ghanty Sam]

Understanding examination questions

When you take an examination, pay attention to the verbs that describe what you are asked to do, to the format you are asked to prepare, and to the purpose of the examination questions. The verbs in the examination specify various intellectual activities as follows:

1. **Analyze.** Discuss the causes, effects, or implications logically and in detail. Draw on class notes and readings for the principles for your analysis.
2. **Classify or categorize.** Group the items, stores, or policies logically. The principle of classification should help the reader understand the items in question. If class lectures or discussion suggest categories, be sure to mention them and explain why you are developing different ones.
3. **Compare and contrast.** Identify the similarities and differences.
4. **Define.** Give the textbook definition (from class notes or readings). Support the definition with an example if possible.
5. **Discuss.** When this verb stands alone, it often means to summarize, evaluate, and react to a statement. When you are asked to discuss something specific (for example, “Discuss the three forms of efficient market hypothesis”), name each of its aspects (here, each of the three forms) and analyze each of them.
6. **Give examples.** Name specific events or business decisions to illustrate your point. For example, after explaining what it means to position a policy reform, you might use the financial sector reform in Cambodia, year 2006-2015 to illustrate your position. Examples can come from class lecture and discussion, from your textbook, and from your own reading.
7. **Explain.** Discuss in detail the reasons, results, or implications. Explanations often ask you to draw on principles or theories from class notes and your textbooks, even if you are applying them to a case or topic you have researched.
8. **Evaluate.** Identify the strength and weaknesses of an article or argument. Identify your criteria for evaluation and support each judgment logically. Use information and theories from other readings as they are relevant. Criteria for evaluation may come from class lectures, discussions, and readings.
9. **Summarize.** Give the main points. If you are summarizing an article or a chapter, give its thesis or main points and the major arguments used by the author to prove the thesis.