Glossary of Key Words

Syllabus outcomes, objectives, performance bands and examination questions have key words that state what students are expected to be able to do. A glossary of key words has been developed to help provide a common language and consistent meaning in the Higher School Certificate documents.

Using the glossary will help teachers and students understand what is expected in responses to examinations and assessment tasks.

Account  Account for: state reasons for, report on. Give an account of: narrate a series of events or transactions

Analyse  Identify components and the relationship between them; draw out and relate implications

Apply  Use, utilise, employ in a particular situation

Appreciate  Make a judgement about the value of

Assess  Make a judgement of value, quality, outcomes, results or size

Calculate  Ascertain/determine from given facts, figures of information

Clarify  Make clear or plain

Classify  Arrange or include in classes/categories

Compare  Show how things are similar of different

Construct  Make; build; put together items or arguments

Contrast  Show how things are different or opposite

Critically  Add a degree or level of accuracy depth, knowledge and understanding, logic, questioning, reflection and quality to Analyse/Evaluate

Deduce  Draw conclusions

Define  State meaning and identify essential qualities

Demonstrate  Show by example

Describe  Provide characteristics and features

Discuss  Identify issues and provide points for and/or against

Distinguish  Recognise or note/indicate as being distinct or different from; to note differences between

Evaluate  Make a judgement based on criteria; determine the value of

Examine  Inquire into

Explain  Relate cause and effect; make the relationships between things evident; provide why and/or how

Extract  Choose relevant and/or appropriate details

Extrapolate  Infer from what is known

Identify  Recognise and name

Interpret  Draw meaning from

Investigate  Plan, inquire into and draw conclusions about

Justify  Support an argument or conclusion

Outline  Sketch in general terms; indicate the main features of

Predict  Suggest what may happen based on available information

Propose  Put forward (for example a point of view, idea, argument, suggestion) for consideration or action

Recall  Present remembered ideas, facts or experiences

Recommend  Provide reasons in favour

Recount  Retell a series of events

Summarise  Express, concisely, the relevant details

Synthesise  Putting together various elements to make a whole

NB: This does not mean the BOS examiners will only use these key words. Students are advised to prepare for other possible ways in which questions may be asked.