**LEAVING CERT BUSINESS OUTCOME VERBS**

The seven below cover over 88% of the verbs used, 103 out of 117, these are Explain (28), Describe (21), Discuss (14), Outline (11), Evaluate (11), Illustrate (11), and Analyse (7).

**Explain:** To make clear in a detailed manner.

**Describe**: To give an account of a person, relationship, event,

institution.

**Discuss**: To examine or consider suggesting a detailed and careful investigation. It may require debating both sides of an argument.

**Outline:** To give a short summary of the important features omitting details i.e. the general principles or chief elements of a subject.

**Illustrate:** To make clear by means of examples, charts, diagrams, graphs.

**Evaluate**: To find or determine the worth, value, amount or significance of something. To assess. To adjudge.

**Analyse**: To study the problem in detail by breaking it down into various parts and to examine possible relationships.

In an examination situation the outcome verbs - Describe, Outline, Explain, Discuss and Analyse should be taken to mean the relevant points must be STATED and DEVELOPED using textbook knowledge.

The Chief Examiner stated “where they are asked to “explain” it is expected that relevant definitions will be given with a full and clear exposition of the points and issues raised.”

Students must give relevant examples, diagrams, graphs to satisfy the requirement of the outcome verb Illustrate.

Evaluate is an outcome verb that students find most difficult.

The Chief Examiner stated that “in questions where candidates

are asked to “evaluate” some attempt must be made to give

an opinion/judgment on the issues covered in the answer.”

These difficulties could be overcome by encouraging students

to answer to the question using “It is good because....” or “It is

bad because.....” and different colour ink could be used to

clarify that an evaluation has been made

**Calculate**: To find out or ascertain by using numerical data

ratios etc.

**Contrast:** To display the differences between. To place in opposition so as to show dissimilarities.

**Define:** To state the precise meaning of. To set out the meaning of a term or concept.

**Demonstrate:** To explain or describe by showing examples, charts, diagrams graphs, etc.

**Describe:** To give an account of a person, relationship, event, institution.

**Distinguish:** To recognize something as distinct from other

things, i.e. to point out the differences.

**Draft**: To draw up a document, letter, etc, i.e. to outline in

writing, sketch diagram etc.

**Identify:** To show that you recognize something.

**Interpret:** To give or explain the meaning of.

**List:** To write down a number of names or things having

something in common.

**Recognise**: To identify something known or perceived before.

**Understand:** To grasp something as distinct from other things,

i.e. to point out the differences.

**Compare:** HL (except 6.7.3) To examine two or more things in

order to discover their likeness and /or differences. (similarities

and/or dissimilarities)

**Differentiate:** HL To distinguish between. To develop separate

characteristics.