

## SOME PROCESS WORDS USED IN TMA AND EXAM QUESTIONS AND THEIR WORKING DEFINITIONS


<b>Account for</b>	Explain, clarify, give reasons for.
<b>Analyse</b>	Resolve into its component parts. Examine critically or minutely.
<b>Assess</b>	Determine the value of, weigh up (see also evaluated).
<b>Compare</b>	Look for similarities and differences between, perhaps reach conclusion about which is preferable and justify this clearly.
<b>Contrast</b>	Set in opposition in order to bring out the differences sharply.
<b>Compare and contrast</b>	Find some points of common ground between x and y and show where or how they differ.
<b>Criticise</b>	Make a judgement (backed by a discussion of the evidence or reasoning involved) about the merit of theories or opinions or about the truth of facts.
<b>Define</b>	State the exact meaning of a word or phrase. In some cases it may be necessary or desirable to examine different possible or often used definitions.
<b>Describe</b>	Give a detailed account of ...
<b>Discuss</b>	Explain, then give two sides of the issue and any implications.
<b>Distinguish or differentiate between</b>	Look for differences between ...
<b>Evaluate</b>	Make an appraisal of the worth/validity/effectiveness of something in the light of its truth or usefulness (see also Assess).
<b>Examine the argument that ...</b>	Look in detail at the line of argument.
<b>Explain</b>	Give details about how and why it is ...
<b>How far ...</b>	To what extent ... Usually involves looking at evidence/arguments for and against and weighing them up.
<b>Illustrate</b>	Make clear and explicit, usually requires the use of carefully chosen examples.

*Continued over*

<b>Justify</b>	Show adequate grounds for decisions or conclusions, answer the main objections likely to be made about them.
<b>Outline</b>	Give the main features or general principles of a subject, omitting minor details and emphasising structure and arrangement.
<b>State</b>	Present in a brief, clear form.
<b>Summarise</b>	Give a concise, clear explanation or account of ... presenting the chief factors and omitting minor details and examples (see also Outline).
<b>What arguments can be made for and against this view?</b>	Look at both sides of the argument.

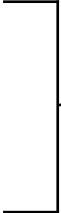
Mathematicians use process words with slight different meanings:

**Write down**  
**State**  
**Give**



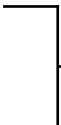
means 'write down without justification'.

**Find**  
**Determine**  
**Calculate**  
**Explain**  
**Derive**  
**Evaluate**  
**Solve**



means that you are required to show your working.

**Prove**  
**Show**  
**Deduce**  
**Explain**



means you must justify each step and provide a convincing argument or explanation.