

## **EXAMINERS TIPS - International Foundation Certificate and Diploma Students**

### **Advice from an External Examiner**

Examiners often find that candidates do not approach section B (essay/problem type) questions in the most effective manner.

In structuring their answer, candidates should follow this process:

1. Read and understand the question you are being asked
2. Decide which issues are being raised by the question (at this stage to write an answer plan is helpful)
3. Explain the relevant legislation, case law and legal issues that apply
4. Apply the law to the facts of the question and every issue raised and provide a conclusion, where required.