

# STEPS TO ANSWERING A QUESTION

|  |  |   |   |
|--|--|---|---|
|  |  |   | What is it?   |
|  |  | What is it?   | What does it do?  |
|  | What is it?                                | What does it do?  | How does it do it?  |
|  | What does it do?                           | How does it do it?  | What does it lead to?   |
| What is it?  | How does it do it?                         | What are the advantages and disadvantages?                            | What are the advantages and disadvantages?  |
| What does it do?   | What are the similarities and differences? | What does it lead to?   | How well does it do it?   |
| EXAMPLES   | EXAMPLES                                   | EXAMPLES  | EXAMPLES  |
| <b>What?</b>   | <b>Why?</b>                                | <b>How?</b>   | <b>So what?</b>   |
| Define<br>Describe<br>Identify<br>Outline<br>Demonstrate | Examine<br>Compare<br>Explain<br>Discuss   | Analyse<br>Investigate<br>Assess<br>Distinguish<br>Critically Analyse | Evaluate<br>Assess<br>Argue<br>Compare<br>Recommend<br>Justify<br>Appreciate<br>Critically Evaluate |

# How To Answer Questions Quickly

**Adrian Doff, Tim Foster, Ruth  
Gairns, Stuart Redman, Wayne Rimmer**



## **How To Answer Questions Quickly:**

Delve into the emotional tapestry woven by in **How To Answer Questions Quickly** . This ebook, available for download in a PDF format ( \*), is more than just words on a page; itis a journey of connection and profound emotion. Immerse yourself in narratives that tug at your heartstrings. Download now to experience the pulse of each page and let your emotions run wild.

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