

Circle	Draw a circle around the correct answer from a list.
Comment on	Give a judgement on a result. This could highlight any assumptions or say whether a result is sensible.
Complete	Fill in any missing information in a table or diagram.
Construct	Draw a shape accurately.
Construct using ruler and compasses	Compasses must be used to create angles. Do not erase construction lines.
Criticise	Make negative judgement. This could highlight any assumptions or say whether a result is sensible.
Deduce	Use the information supplied or the preceding result(s) to answer the question.
Describe	Usually describing a graph, one mark per descriptive sentence.
Diagram not accurately drawn	Calculate any angles or sides, do not measure them on the diagram.
Draw	Accurately plot a straight line, bar chart or transformations.
Draw and label	Draw and mark on values.
Estimate	Simplify a calculation, by rounding, to find an approximate value.

Evaluate	Calculate the value of a numerical or algebraic expression.
Expand	Multiply out brackets.
Factorise fully	Put in brackets with the highest common factor outside the brackets.
Give a reason	Write an explanation of your argument, including the information you use and your reasons or rules used.
Give the exact value	Do not use rounding or approximations in your calculations. You should give your answers as fractions, surds and multiples of π .
Give your answer in terms of π	Do not use a numerical approximation to π , instead treat it as a letter (algebraic value).
Give your answer in its simplest form/simplify	Collect all like terms, any fractions or ratios should be in lowest terms.
Give your answer to an appropriate degree of accuracy	For example, if the numbers in the question are given to 2 decimal places, give your answer to 2 decimal places.
Measure	Use a ruler or protractor to accurately measure lengths or angles.
Prove that	Formally obtain a required result using a sequence of logical steps. Each line of workings should follow from the previous line and any general results used should be quoted.

Rearrange	Change the subject of the formula.
Shade	Use hatching to indicate an area on a diagram.
Show	Present information by drawing the required diagram.
Show that	Obtain a required result showing each stage of your working.
Show working	Usually asked for to support a decision.
Sketch	Represent using a diagram or graph. This should show the general shape and any important features, such as the position of intercepts, using labels as necessary. It does not require an accurate drawing.
Solve	Find an answer using algebra or arithmetic. This often means find the value of x in an equation.
State	Write one sentence answering the question.
Tick a box	Choose the correct answer from a list.
Work out	Find the answer showing your working.

Write down

Write down your answer, written working out is not usually required.

Use an approximation

Estimate using rounding.

Use a line of best fit

Draw a line of best fit and use it.

Use

Use supplied information or the preceding result(s) to answer the question.

You must show your working

Marks will be lost for not writing down how you found the answer to the question.

