

The BUG Technique



Use the BUG technique for answering questions as follows:

Question 1 (a) *Outline the issues that arise for this Voluntary organisation.*

Look carefully at the question.

Then **boxes (B)** the word which gives the **type** of answer required.

Outline *the issues that arise for this Voluntary organisation.*

Outline is an outcome verb that requires students to Give a SHORT summary of the important features.

The student then **underlines (U)** the key words needed for the answer

Outline *the issues that arise for this Voluntary organization*

Note: it is very important to give at least three points

E.G. A student could discuss issues such as finance, Volunteers, demands and Buildings and write a paragraph on each point.

The student then **glances (G)** back to ensure that all necessary key words are included.

And likewise

1(b) *Explain three objectives that the class might have for organising the visit.*

Explain *three objectives that the class might have for organising the visit.*

This is a prompt to students that they needed to explain three objectives for organising a visit rather than misinterpreting the question and focusing solely on visiting the organisation.