

# STUDY AND EXAM GUIDE (OBJECTIVE TEST)

## INTRODUCTION

Under the 2015 syllabus all assessments will be computer based. At each level of the qualification (Operational, Management and Strategic) there will be three objective tests and an integrated case study examination.

The objective tests are 90 minutes long and will be marked by computer. Along with the results, you will receive feedback that will be useful in planning and preparing for future exams. For instance, this feedback will provide unsuccessful students with essential information to help them prepare for their re-sit assessment whereas successful students may identify syllabus topics that need more clear understanding.

The objective tests are available 'on demand' which means that you can enter for an objective test at any time of the year.

CIMA's assessment approach aims to ensure confident and competent management accountants who are business-ready. The OTQ assessments are aimed to test all five levels of the Learning Objectives through different types of objective test assessments.

## THE SYLLABUS

E3 builds on the insights gained from E1 and E2 about how organisations effectively implement their strategies by aligning their structures, people, process, projects and relationships. E3 aims to develop the skills and abilities of the strategic leaders of organisations, enabling them to create the vision and direction for the growth and long-term sustainable success of the organisation. This involves successfully managing and leading change within the process of strategy formulation and implementation.

Download the [E3 syllabus](#) overview and a summary of the syllabus (page 70) for more information.

## UNDERSTANDING THE SYLLABUS

The 2015 syllabus is driven by *Component Learning Outcomes* (CLO), which defines the knowledge and competence that students are expected to demonstrate in the CIMA assessments. All component learning outcomes will be tested in the objective test assessments (a given component learning outcome may be tested more than once).

The E3 syllabus is divided into a number of broad *syllabus topics*, coded with capital letters, from A to E. A percentage weighting is shown against each syllabus topic and is intended as a guide to the proportion of study time each topic requires. It is essential that all topics in the syllabus are studied as all topics will be examined.

*"The weightings do not specify the number of marks that will be allocated to topics in the examination"*

Within each topic is a set of *Lead Learning Outcomes* (LLO) which are numbered. Each LLO is made up of one or more *Component Learning Outcomes* (CLO) which give more detail of the competencies expected of the candidates. The *verbs* used in the CLO have been chosen carefully as they correspond to the knowledge and/ or competence level that students should be able to demonstrate in the assessment.

Find out more about the use of verbs in the [syllabus](#) (Page 10)

### Illustration:

**Syllabus Topic:** (A) INTERACTING WITH THE ORGANISATION'S ENVIRONMENT

**Study weighting:** 20%

**Lead Learning Outcome (LLO):** (A1) "evaluate the influence of key external factors on an organisation's strategy."

Note: The verb, "evaluate" means that a competent student will be able to "appraise or assess the value of" an issue in various contexts.

### Component Learning Outcome (CLO):

A1 a) "evaluate the influence and impact of the external environment on an organisation and its strategy"

Note: Learning of this CLO should ensure that students understand both the topics in the Indicative Syllabus Content (e.g. different organisation environments, key environmental drivers of organisational change etc.) and then be able to evaluate implications of these topics.

## HOW TO STUDY

Do some research before choosing how you are going to study – make sure the option you choose will suit you and the way you learn best.

- Follow a taught course with a [tuition provider](#)
- Distance learning with [CIMAstudy.com](#)
- Self study with official [CIMA text books](#)

## ORDER OF ASSESSMENTS

Within the Strategic level you are able to attempt the three OTQ assessments in any order. You must pass or be exempt from all three OTQ assessments before you can attempt the integrated Case Study exam at that level.

## PRACTICE TESTS

You should familiarise yourself with the format of the objective test assessments by looking at our practice tests.

- [Download the practice test guidance notes](#)
- Register for the [E3 practice test](#)

## QUESTION PRACTICE

Question practice is the best exam preparation tactic, as it will enable you to understand how the theory you learnt is being tested. Also, question practice will give an opportunity for self-evaluation so that you may allocate appropriate time and resources for syllabus topics that are more challenging for you.

OTQ Examinations are time-pressured, so when you practice questions it is important that your question practice sessions are timed.

You may buy the [Exam Practice Kit](#)

The 2015 Assessments are significantly different from the 2010 assessments, but you can still make a great use of 2010 syllabus past paper questions. Practicing long essay type questions will enable you to better understand and apply your knowledge in a scenario, and should not be ignored even the question style is no longer applicable under the 2015 syllabus.

## REGISTERING FOR YOUR OBJECTIVE TEST ASSESSMENT

Find your [Pearson Vue test centre](#)

## COMPUTER LITERACY

To submit responses to objective test questions, you will be required to undertake simple tasks such as using the mouse to select one or more correct responses, “dragging” items to a different area of the screen or entering short, usually numerical, responses using the keyboard.

[Download the online tutorial](#)

## TOOLS AVAILABLE IN THE ASSESSMENT

- [Tables and formulae given in the exam](#)
- Onscreen calculator
- Use hand-held calculator
- Scratch pad
- [Online tutorial](#)

## EXAM TECHNIQUES

- Attempt all questions, there is no negative marking.
- Read the requirements carefully before you read the information /Data provided for each question.
- Double check your answer before you put in the final answer.
- Flag any question that seems difficult or you may think takes more time to read / arrive at the answer, and return later.
- Try and allow 15 minutes at the end to check your answers and make any corrections.
- Work out your answer on white board provided or the onscreen scratch pad first if it is easier for you.
- On multiple choice questions (MCQs), there is only one correct answer. If you don't know the answer, try a process of elimination.

## MORE INFORMATION

For more information about 2015 syllabus and assessments, please visit [Frequently asked questions](#)

## FEEDBACK

Please send your thoughts and feedback to [study.support@cimaglobal.com](mailto:study.support@cimaglobal.com)

