# BUSI 1110 & 1215 Exam Preparation Techniques

## *How to Approach Case Studies from a Tutor's Perspective*

Case studies are descriptions of particular scenarios that are analyzed in order to illustrate specific concepts and principles. It gives you an opportunity to analyze and evaluate information and develop a greater understanding of complex and ambiguous situations. The following outline will help you tackle case studies in your exam!

### Finding Important Information

The first step when approaching a case study is to find the important information within it. Some information within case studies will be relevant to you, and some will not. The task is trying to filter out the unnecessary information so you can use pertinent examples from the case to support your answers. To do, this try the following:

- Ask yourself "so what?" as you read. Try to think about if what you are reading relates back to what you have learned in class and from your textbook. If it doesn't, it may be irrelevant information.
- Think about the theories, models, and other course concepts as you read. If anything rings familiar, underline or highlight that section so you can easily refer to it later.
- When you finish reading, summarize the main points of the case in point-form.

### Evaluating and Dissecting the Questions

The questions at the end of a case study will often require you to show evidence of a certain concept or theory and how it applies to the case. It is important that you **read the question completely** so that you can appropriately tailor your answers to the question.

### Analyzing the Issues

After reading the questions, re-analyze your summarized information through these lenses. If you are working in a group, now is the time to start comparing ideas and coming to agreement about how you wish to support your answer to the question.

### Collating the Evidence

Each of your answers **should be supported by the information found in the case linked to the relevant theory and course concepts.** As you analyze the case through different lens to answer the questions, start with an outline of your main pieces of evidence. Once that outline is complete, you can revise these into complete sentences that answer the main question.

### Conclusions

Ensure that your analysis is based on solid theory, principles, and observations. Your solutions should read as a full, legible sentences that completely answer all aspects of the questions, while serving as a compelling argument that continues the narrative of the original case study.