

WHAT TO EXPECT IN THE AUE1601 EXAM

Layout of, and approach to the exam paper

- The paper will consist of one question of 100 marks with various subsections ranging from 2 to 10 marks. The question includes a scenario followed by a required section based on the scenario.
- The paper will consist of 100 marks to be written over 2 hours. In calculating your **time available for each question** please take note that you have 1,2 minutes per mark, e.g. you will have 12 minutes to answer a 10-mark question.
- The exam is **not** an open book exam.
- Write in **point form** rather than in long paragraphs. Write only **one idea** in each sentence, and leave lines open between sentences.
- **Read** each question **carefully**, it might be that you are required to **merely list** the Companies Act requirements. In **discussion** type questions you will be required to list the theory **and also** apply the theory of the Act to the given scenario.
- In the “Required” part of the question we will **direct** you as to exactly what we **expect** in the **answer**. We will indicate to you how your answer should be structured. There are marks available for **presenting** your answer in the correct format (communication skills) e.g. if we request you to answer in a **tabular format**, please answer in a table.

How to prepare for the exam

- Study only the sections and regulations of the Act that are covered in your study guide and tutorial letters. The study guide and tutorial letters are very important parts of your study material. **Work through all the activities** in your **study guide**, these cover important sections of the work.
- Refer to the document on exam technique placed under the Additional resources tab on myUnisa.
- We aim to test your **understanding** of the sections **as dealt with in the study guide**. Make sure you study the Companies Act requirements very well as we award marks for **both theory and application**. You do not need to memorise the information in the Companies Act word by word.
- Focus on **topics 1-7** of the study guide.
- You should know the relevant, important definitions dealt with in the Act.
- It is very important that you **revise** the **assignments** in tutorial letters 101, 201 and 202, as well as the **additional questions and answers** in tutorial letters 102 and 103. Also, work through the **previous examination papers** (as per UNISA policy we unfortunately are not able to supply the memorandums to these past exam papers).
- In your **final preparation** stage make sure that you work through the **revision slides**.

Some good news

- You do not need to memorise any section numbers of the Act.

ACTION PLAN:

- Do all the **activities** in your **study guide**
- Do **assignment 2** included in **tutorial letter 101 again** and mark your answer against the solution included in tutorial letter 202.
- Make sure you do all the **questions** in **tutorial letter 103**. Answer these questions under exam conditions and mark your answers by comparing them to **tutorial letter 102**.
- Refer to the **Other Assessment Methods** (Mock exam) (Tutorial letter 101). Refer to the solution included in tutorial letter 202
- Work through the **previous exam papers**.
- Remember that if we ask you to provide your answer in a **specific format** – keep to that format, as **presentation marks (communication skills)** are **awarded**.

Good luck with your exam preparation.

Kind regards

Your AUE1601 lecturers