

Academic Task 1 Checklists

Use these checklists to help you analyse and understand Task 1 questions.

Bar Charts & Line Graphs

- 1) What can you learn from the title?
- 2) What information do the 2 axes give?
- 3) What are the units of measurements?
- 4) What is being compared?
- 5) What are the time periods?
- 6) What is the most obvious trend?
- 7) Are there any notable similarities?

(This checklist can also be used for **Tables** and **Pie Charts** with the exception of question 2 about axes.)

Process Diagrams

- 1) Is it a linear or a cyclical process?
- 2) Where does the process start and end?
- 3) How many steps are there to the process?
- 4) Can the process be easily broken down into stages?
- 5) What are the raw materials? What is produced at the end of the process?
- 6) What is the end result of the process?

Maps

- 1) What time periods are shown?
- 2) What are the main differences between the maps?
- 3) What features have remained the same over the time period?