

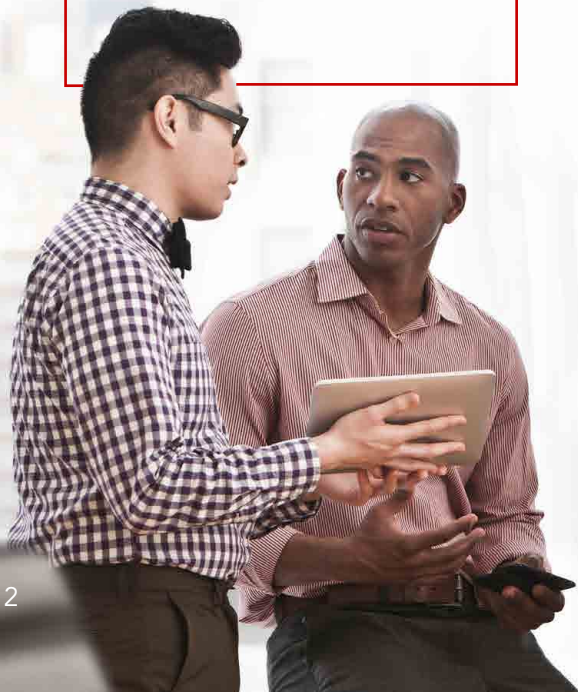
P3 – Business Analysis

Spotlight on resources for success

P3 – Business Analysis

We know that completing P3 Business Analysis before September 2018 may be important to you, particularly if you have already passed P1 Governance, Risk and Ethics. To make things as easy as possible for you, we have created this quick guide to our P3 learning support resources, putting the spotlight on the tools you should be using to maximise your chances of exam success.

The self-study guide outlined on the next page provides more detailed and practical guidance around when and how to use all of the resources referred to in this document.



APPROVED TUITION

If you are able to, we strongly recommend you study with an ACCA Approved Learning Partner (ALP) to support you through your exams. They have been assessed against ACCA's widely recognised and highly-regarded global best practice benchmarks, and they have access to a range of development opportunities and tools provided by ACCA. Find out more about **ALPs**.



Tips for success

- ✓ Studying with an ALP gives you the best chance of passing your exams!

APPROVED CONTENT

Using approved materials produced by our key partners provides you with excellent end to end support for your exam preparation. Study texts cover the entire syllabus and incorporate features such as questions, case studies and quizzes. Question and answer banks are a fantastic source of exam-standard questions and really help to increase chances of exam success. These resources are always updated to reflect the latest syllabus content, examinable documents and exam structure. Find out more about **Approved Content**.



Tips for success

- ✓ Approved Content Provider materials are approved by ACCA's examining teams, giving you everything you need to ensure you cover the whole syllabus and practise the right standard of questions – both are critical to your success.

SELF-STUDY GUIDE

The self-study guide for P3 Business Analysis has been designed to provide a structured, phased approach to studying – useful for both independent learners and those taking tuition. The guide also ensures you know which resources are available (from both ACCA and our Approved Content Providers), as well as how and when they should be used. The guide contains tips for success, extracts from some of the key P3 resources and interactive, clickable checklists to help keep studies on track. They can be used online or as a hard copy resource. Access the [P3 self-study guide](#).



Tips for success

- ✓ The self-study guide provides you with guidance and a clear structure, helping to keep you motivated and on track.



RETAKE GUIDES

The retake guide is similar in concept and format to the self-study guide, but it is designed to help students retaking the exam understand where they went wrong previously. With many of the same features as the self-study guide, it provides direction around how to approach a retake. Access the [P3 retake guide](#).



Tips for success

- ✓ The first section of the retake guide takes you through how to reflect on your exam performance and understand where you went wrong.

EXAMINING TEAM GUIDANCE

There is extremely valuable guidance available directly from the P3 examining team.

- The **examiner's approach article** gives insight into what the examiner is looking for in terms of exam performance, covering the main themes of the exam, advice on exam technique and tips on how to succeed.
- In the **'five minutes with the examining team'** video the P3 qualification technical adviser gives advice about what the examining team are looking for and strategies for passing the exam.
- **Examiner's reports** are an essential study resource, providing a commentary on candidates' performance and highlighting good performance and where performance could be improved. Use them to learn about mistakes that students commonly make in exams and how to avoid them.

Access the [P3 examining team guidance](#).



Tips for success

- ✓ Examiners' reports are one of our most valuable learning support resources. Reviewing several of these reports will help you identify key themes around pitfalls to avoid, which will set you up brilliantly for your revision phase. Guides on how to get the best out of our examiners' reports are available in the technical articles section, detailed on the next page.



TECHNICAL ARTICLES

There are many useful P3 technical articles and videos available on the ACCA website, which supplement the knowledge in Approved Content materials. It is essential that you take time to use these resources and make notes of what each one is about, to consolidate your learning. Technical articles are regularly updated to reflect examiners' comments made about the exams and new syllabus areas, and are all extremely useful (not just the most recent ones!) They can be found [here](#).

In the 'exam technique' section on the technical articles page there are some particularly useful articles to highlight.

- **'Read the mind of the P3 marker'** is intended to give real insight into the mind of the marker and to help build understanding of what they are looking for when they mark P3 scripts.
- **'P3 – a guide to using the examiner's reports'** takes you through how to make best use of the examiner's reports as part of the revision phase,
- and **'P3 – a guide to reflection for retake students'** helps those retaking P3, supporting the reflection process using the examiner's reports.



Tips for success

- ✓ Our new *'Read the mind of the P3 marker'* article has received excellent feedback and has been described as the most helpful technical article ACCA has produced. Read it now to increase your chances of passing the exam!



PAST EXAMS

ACCA past exams can be a useful source of question practice. Using the most recent exams is best, and it's particularly helpful if students practise specific questions which are relevant to the subject they're learning about, with time constraints applied. Remember, the answers included with past exams are far more comprehensive than will be expected in the exam! See [past exams for P3](#).



Tips for success

- ✓ When practising past exam questions, remember it's quality not quantity that counts. Make sure you work questions through, in exam conditions if possible, without referring to the answers. Once you have finished, spend time looking through your answers and reflecting on how you have done. Remember, there is no point in learning answers to past questions because they won't come up again – instead, you need to build up your ability to apply your knowledge flexibly, to the specific scenarios and requirements in **your** exam.

ENGLISH LANGUAGE SUPPORT

P3 can present challenges for those whose first language is not English. BPP University's English language support for ACCA offers great resources to help, and for P3 modules are available around writing briefing papers, reading case studies and using formal language. There are also other units which will be useful for P3, for example how to skim read and scan longer texts. [Find out more](#).



Tips for success

- ✓ Even if your first language is English the modules related to P3 could really give you some insight into improving your exam technique.

Appendix – Links

Page No.	Link	URL
2	Approved Learning Partner	http://www.accaglobal.com/gb/en/student/your-study-options/learning-providers/alp-student-content.html
2	Approved Content	http://www.accaglobal.com/gb/en/student/your-study-options/alp-content.html
3	P3 self-study guide	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p3/self-study-guides.html
3	P3 retake guide	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p3/retake-guides.html
3	P3 Examining team guidance	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p3/examiners-reports.html
4	Technical articles	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p3/technical-articles.html
4	Past exams for P3	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p3/past-exam-papers.html
4	BPP University's English language support	http://www.accaglobal.com/gb/en/student/exam-support-resources/bpp-english-language-course.html