

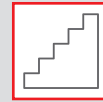
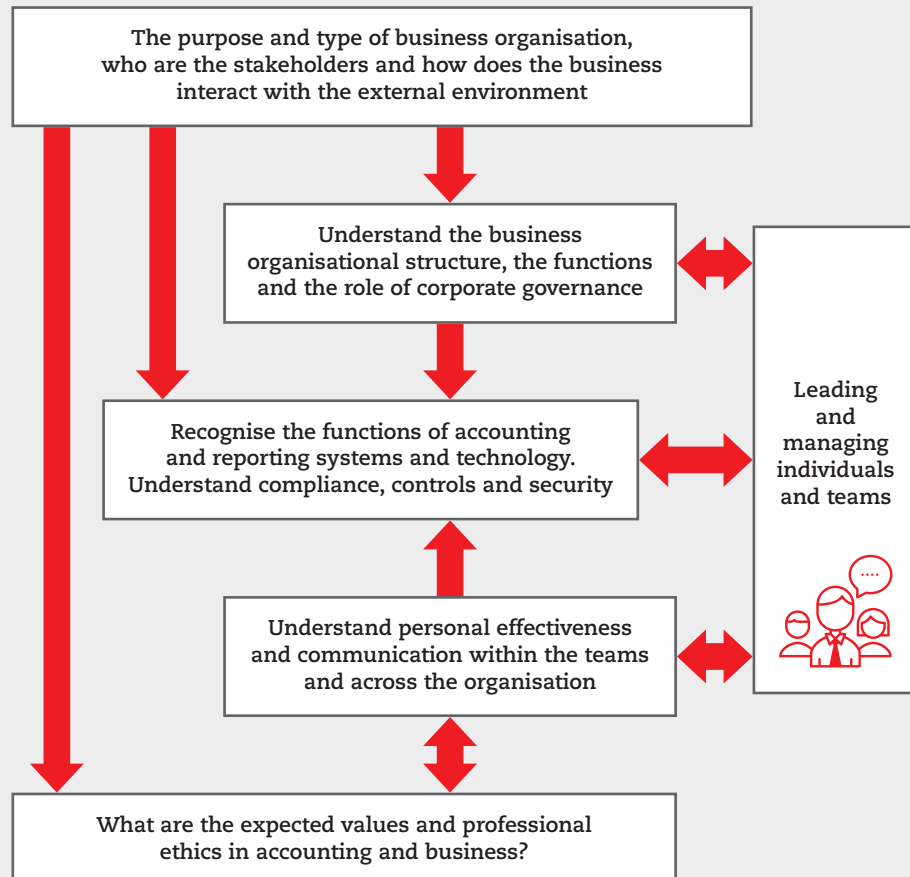


What is BT about?

Business and Technology (BT) is concerned with ensuring that businesses operate efficiently, effectively and ethically.

BT: An overview

Business and Technology is a gateway paper which covers many topics but on a relatively shallow level. It is important not to drill down too deeply in any given topic, so you can spread your time on individual topics evenly.



Steps to success

- ✓ If possible, study with an Approved Learning Partner and use Approved Learning Content
- ✓ Study the whole syllabus
- ✓ Practice exam standard questions, to time, including the Specimen Exam and Practice Tests
- ✓ Ensure you are competent working in the Computer Based Exam environment
- ✓ Attempt at least two full exams under exam conditions, debrief your answers, then focus your study on weaker areas
- ✓ Book your CBE exam in advance at one of the on-demand CBE centres



Key resources

Links to key resources:

- [Examining team guidance](#)
- [Specimen exam](#)
- [Practice tests](#)
- [Technical articles](#)
- [Preparing for on-demand CBEs](#)
- [How to book an on-demand exam](#)
- [On demand centre list](#)



Tackling the exam

Section A (76 marks)

- 46 objective test (OT) questions, each worth 1 or 2 marks
- There will be 16 one-mark and 30 two-mark questions.

Tips for answering OT questions



- ✓ Read the question carefully
- ✓ Think before answering, don't rush!
- ✓ If not sure, eliminate other answers to help find the correct answer
- ✓ Answer all questions even if unsure of the answer

Section B (24 marks)

- There will be six multi-task questions (MTQ) in part B of the paper, each worth four marks. There are six syllabus areas and there will be one MTQ on each of them. Each MTQ will be specific to a syllabus area, with no crossover between the six generic parts of the syllabus.

Tips for answering multi-task questions



- ✓ Read and ensure you understand the scenario
- ✓ Read the questions carefully
- ✓ Think before answering, don't rush!
- ✓ Answer all questions even if unsure of the answer