



IB ACIO II 'TIER 2' GUIDEBOOK

**Approach for Essay, Comprehension and
Precise.**

**Last 3 IB ACIO Exam's Previous Year
Questions (PYQ's) Essay Analysis.**



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1) ESSAY (1 Essay for 30 marks)

PATTERN:

Write Essay on any 1 of following 5 topics in about 300 words each.

What is good ESSAY?

Essay must shows candidate's **grasp of his/her material**, its **relevance to the subject** chosen and to his/her **ability to think constructively** and to present his/her ideas **concisely, logically and effectively**.

General guidelines to write effective essay

1. Write **340-370 Words (Not more than 400 words)** essay provided you are maintaining the quality, this will help to manage time limit.

2. **Underline** the important keywords and sentences.

3. Write a paragraph of 4-5 lines. I.e. **short paragraph**.

4. Make **small, complete and meaningful sentences** to avoid grammatical errors.

5. **Composition of essay** (rough structure)

1 line = 6 word,

1 paragraph = 5 lines = 30 words,

12 – 13 paragraphs = 370 words approx. so in paragraph format it is...

Total 12 – 13 paragraphs

-1: paragraph for introduction,

-9-10: paragraph for main body,

-2: paragraph for conclusion.

6. Prepare **rough framework** of essay containing intro, body and conclusion.

*Note

First **brainstorm the given topic** and write down **random points** about topic. After that **arrange** this point in sequence so that **flow of essay will maintained**.

INTRODUCTION (30 words)

A. Introduction should reflect that you have Understand the topic completely.

B. You can write introduction in **different ways** like...

1) **Quotes** that related to topic.

2) Current **events/Context** related to the topic.

3) **Story** writing

4) **Case study**

5) **Fact and figure** (data)

6) **Meaning of terms** of essay topic.

C. Write it in **1 paragraph** I.e. 30 to 40 words max.

D. Must be **crisps and clear**.

BODY (260 to 280 words)

A.) Essay should be **Multi dimensions** –

- **HORIZONTAL DIMENSIONS:** E.g. historical, geographic, economy, polity, society, environment, science and technology...
- **VERTICAL DIMENSIONS =** E.g. individual, family, society, community, state, national and international aspect related to topic....

B.) Essay must have your **own opinion and thought**. Write evidence (data/examples/case study) for your thoughts.

C.) Essay must contain **arguments**, their **reasons** and **explanations** and current **example**.

D.) You must stick to main topic of essay .don't go out of the context of topic.

E.) Use **conjunction or any connecting word** to connect two paragraph such as *Moreover, whenever, unless, however, although, hence/henceforth, yet etc* to Connect the ideas and points **maintain flow of thoughts** in essay.

F.) Write **Govt. schemes and programs, current news** related to the topic.

G.) Contains **positive and negative aspect** of topics depending on titles of essay.

CONCLUSION (up to 60 words)

1. Follow **same tune, Words and ideology**, you followed in introduction and body.

2. Use the words like "**Finally**", "**In the end**" to make it look more natural.

3. If possible conclude with suitable **quotes**.

4. Give **your opinions, Suggestions and solution orientated approach**.

6. Must be **futuristic and positive** in tone. E.g. link it with some futuristic topics that to be achieved in future-

- SDG by 2030 (its use for - almost all topics),
- \$5 trillion economy by 2025 (economy issues),
- Paris agreement emission targets (environments).
- Preamble of constitution (political)

IB ACIO Tier 2 [2020-21, 2017-18 & 2013] Essay analysis of last 3 IB ACIO Exams

A) General/current based Essay Topics

1. **Technology** in a global village [2020]
2. Limits to dissent in a **Democracy**. [2020]
3. Causes of **violence** in the world. [2013]
4. Dimensions of **Rural Employment**. [2013]

B) Social Issues based Essay Topics

1. There is no honor in an **honor killing**. Discuss in the context of **Indian society**. [2017]
2. Divide between '**India**' and '**Bharat**' [2013]

C) Security based Essay Topics

1. **Growth with equity** is good news for **national security** [2020]
2. **Mass communication** and **national security**. [2020]
3. **Social Media**, a boon or a bane for **security agencies**? [2017]


D) Miscellaneous based Essay Topics

1. What seven decades of **freedom** have taught us. [2020]
2. Do you agree that the next **world war** will be fought over **water** unless we change the way we manage it? Justify your contention. [2017]

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2) COMPREHENSION (10 MARKS)

PATTERN

Total 5 Questions: each question carry 2 marks.

GENERAL STRATEGY

- **Write about 40 words** for each questions however focus should be to meet demand of questions.
- **Read passage carefully & underline important keywords while reading.**
- **Read questions carefully and identify keywords & find demand of questions** and directly jump to the section in the passage where the topic has been explained.
- Write the answer according to the passage in **your own words**. (Don't copy paste the passage as it is)
- Don't apply your own extra knowledge, Answer the question **completely from the passage itself**.
- **Write complete sentences** for even short type of questions.
- **It's very easy part of Tier 2**, you just need to meet **demand of questions** according to passage.
- **E.g. QUE-** what are the impacts of climate change?
- **ANS-** _____ are the impacts of climate change.

3) PRECISE WRITING (10 Marks)

Guidelines for precise writing

- Word limit **1/3rd total words** in passage or **not more than 100 words**.
- **Exceeding word limit** could entail **negative marking**.
- Write **one word in each division & five words in each line**.
- Do **not suggest title**.
- Write precise in **your own words**.
- Precise must be written only in the **precise format given**.

Format of précis writing

- **Do not** write in **point format**.
- Write in the **same tense**.
- **Divide it into paragraphs, if necessary**.
- **Write total words** in the end of precise in given box.
- Use important **concept, key words and important data from original passage**.

Rules of précis writing

- **Never use I and you**.
- **Do not** write your **suggestions /opinion**.
- Punctuate your passage in the usual way & **Punctuations in the same box with word**.
- **Write Article, Conjunctions and Preposition in single box**. E.g. the, a, an, and etc.
- Write **Hyphenated words in same box** e.g. indo-pak.
- **Do not copy flowery language** of passage.

A Good Précis

- Start your précis **by highlighting the main idea of the passage** and you should **create contextual environment** where you can place the necessary points. Once the main idea is established in the précis, you can **present the methods, points, facts etc. used by the author of the passage**.
- Is marked by **clarity (of content and language), conciseness and precision**.
- Is **not just lifting of the sentences** from the original. It should be written in the precise writer's own words.
- Must have a **logical order (sequence and organized) and be well-knit and well connected**.
- Must have **coherence**; must **use linking devices** such as so, therefore, and, because further etc. **to maintain flow**.
- Must follow the **core idea / Order of ideas of the original** passage.
- Must **not contain any details** that not found in the original.