



# POSTGRADUATE & CAP BULLETIN

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## GOLDEN INSPIRATIONS

Do you remember listening to these outstanding guidelines at the recent Vision 16 Global Conference?

- "The spirit of the community...can never be broken or beaten."
  - "We won't get through without discipline and dedication."
    - "We can't ever finish changing."
- "To improve is to change; to be perfect is to change often."
  - "Maximise your potential."

## CAP IS SUCCEEDING!

Many will recall that it was said: **"OneSchool will be the envy of the world!"** It is becoming increasingly evident that, due to the undeniable advantage of the excellent global counsel fed direct into OneSchool, this statement is already proving true. A Government Minister recently admitted that the introduction of CAP into schools would boost learning abilities as well as fix problems and, added to that, Department for Education figures published in March 2016 show that, out of over 5000 schools, three Focus schools are included in the top 100 achieving schools in the country. That is a remarkable achievement.

## MENTORING – WE'RE AHEAD OF THE PACK

The catch phrase 'what we do today, others think about tomorrow' is well known and applicable to many situations. And, once again, history repeats itself. During Prime Minister's questions in March an MP asked the PM about the new Government initiative promoting the idea of mentors for young people in their last years at school, and received a very positive response. So give yourself a pat on the back as being part of an initiative which is already well on the road when others are just waking up to its benefits. The mentoring principle was implied by Booker T Washington, an adviser to US Presidents in the early 1900s and a most powerful African-American, when he said: **"If you want to lift yourself up, lift up someone else."**

So wherever you fit in the OneSchool System you can be assured that what is being promoted at the current time is putting you ahead; and the more you invest, the greater your reward. We have mentors telling us how taking on responsibility for someone has helped them in areas that they didn't expect – time-keeping, reading, physical fitness etc.

**Keep up the good work!**

## MEMBERSHIP BREAKTHROUGH

We are pleased to report that, following lengthy negotiations, the Association of Taxation Technicians (ATT) has made provision for qualified students to use the letters ATT after their names, and to enjoy all the benefits of membership without any involvement. As ATT is the oldest and largest body concerned solely with tax compliance this is a significant step forward and is being used as a precedent in the approach to the Accountancy Institutes and other bodies to allow similar public recognition of the qualifications of non-members.

Tax is a mixture of law, administration and accountancy, and draws on a huge range of intellectual, presentational and personal skills. If you are looking to acquire or further your knowledge of taxation, or to pursue a career in tax, then ATT has the answer. For further details send an email to [oliver.woodcock@ubteam.com](mailto:oliver.woodcock@ubteam.com).

## WORDS versus NUMBERS

A proven exam technique which breeds success is to make your paper as easy to mark as possible; in other words, eliminate any reason for the examiner to feel frustrated when marking your script. Some accounting students struggle with narrative-based papers because there are so few numbers to crunch, so here are a few tips –

### Presentation

Make the paper easier to read.

- If your handwriting is poor, practise writing common words and phrases for 10 minutes every day, starting some weeks before the exam. If possible, obtain some primary school practice writing sheets, and you will be surprised how soon you improve.
- Skip a line every time you finish a point. This separates one idea from another and makes it easier to award marks.
- Use sub-headings. This helps to set out your thoughts in an orderly manner and improves readability.

### Carefully read the question, then answer exactly

Irrelevancies waste time and lose marks. You might be conveying accurate facts from the syllabus but are straying away from the question when you could be earning marks elsewhere. If a question is scenario-based, state a fact from the scenario and then add an implication, an explanation or a comparison, always related to the fact stated. This attaches meaning to what you write.

### Be concise

Re-read your answer and try to reduce the words without sacrificing meaning. The following example shows what can be achieved: 'The company should consider an overhaul of its information system in order to enable it to keep track of its operations better.' [22 words]. This can be halved: 'The company should review its information system to improve operational oversight.' [11 words].

## CIM MARKETING OPPORTUNITIES

We're glad to include this inspiring testimonial – *"Just wanted to send an endorsement for the excellent CIM Marketing Certificate course. I studied this in 2012-2013 and it has opened up previously unthinkable opportunities for me.*

*As a direct result of my qualifications we are able to make progress in an innovative new direction for our business which has huge potential for us and couldn't have happened without the CIM influence. It completely changed my mindset regarding not only marketing but also the entire business model.*

*The opportunities aren't just about business though. CIM can change lives in remarkable ways as I've proved... because I'm now engaged to my fellow student whom I met for the first time through the Certificate in Marketing! Yep, choosing Post Graduate Studies is definitely up there in my Best Ever Decisions!*

*So this is an endorsement for PGS – anyone who's trying to decide if it's for them, I say 'GO FOR IT!!' You never know what opportunities await you and maybe a good dose of effective marketing skills can help you achieve your life goals!"*

## NEW PA COURSE FOR SALE

A Personal Assistant Diploma tertiary course provided by UK Learning College is available at a cost of £419.00. If you are interested contact [anton@strada.uk.com](mailto:anton@strada.uk.com) for further information.