

# Managing Performance

Management level | Subject E2 CIMA's official revision cards



#### MANAGING PERFORMANCE

Published by: Kaplan Publishing UK

Unit 2 The Business Centre, Molly Millars Lane, Wokingham, Berkshire RG41 2QZ

Copyright © 2023 Kaplan Financial Limited. All rights reserved.

No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form or by any means electronic, mechanical, photocopying, recording or otherwise without the prior written permission of the publisher.

## Acknowledgements

The AICPA & CIMA Publishing trademark is reproduced with kind permission of CIMA.

#### Notice

The text in this material and any others made available by any Kaplan Group company does not amount to advice on a particular matter and should not be taken as such. No reliance should be placed on the content as the basis for any investment or other decision or in connection with any advice given to third parties. Please consult your appropriate professional adviser as necessary. Kaplan Publishing Limited and all other Kaplan group companies expressly disclaim all liability to any person in respect of any losses or other claims, whether direct, indirect, incidental, consequential or otherwise arising in relation to the use of such materials

### **British Library Cataloguing in Publication Data**

A catalogue record for this book is available from the British Library

ISBN 978-1-83996-482-4

Printed and bound in Great Britain

Kaplan Publishing's learning materials are designed to help students succeed in their examinations. In certain circumstances, CIMA can make postexam adjustment to a student's mark or grade to reflect adverse circumstances which may have disadvantaged a student's ability to take an exam or demonstrate their normal level of attainment (see CIMA's Special Consideration policy). However, it should be noted that students will not be eligible for special consideration by CIMA if preparation for or performance in CIMA's CGMA exams are affected by any failure by their tuition provider to prepare them properly for the exam for any reason including, but not limited to, staff shortages, building work or a lack of facilities etc.

Similarly, CIMA will not accept applications for special consideration on any of the following grounds:

- failure by a tuition provider to cover the whole syllabus
- failure by the student to cover the whole syllabus, for instance as a result of joining a course part way through
- failure by the student to prepare adequately for the exam, or to use the correct pre-seen material
- errors in the Kaplan Official Study Text, including sample (practice) questions or any other Kaplan content or
- errors in any other study materials (from any other tuition provider or publisher).

#### MANAGING PERFORMANCE

### **How to use Revision Cards**

# The concept

- Revision Cards are a new and different way of learning, based upon research into learning styles and effective recall.
- The cards are in full colour and have text supported by a range of images, making them far more effective for visual learners and easier to remember.
- Unlike a bound text, Revision Cards can be rearranged and reorganised to appeal to kinaesthetic learners who prefer to learn by doing.

- Being small enough to carry around means that you can take them anywhere. This gives the opportunity to keep going over what you need to learn and so helps with recall.
- The content has been reduced down to the most important areas, making it far easier to digest and identify the relationships between key topics.
- Revision Cards, however you learn, whoever you are, wherever you are.......

#### MANAGING PERFORMANCE

#### How to use them

Revision Cards are a pack of approximately 52 cards, slightly bigger than traditional playing cards but still very easy to carry and so convenient to use when travelling or moving around. They can be used during the tuition period or at revision.

They are broken up into 4 sections.

- An overview of the entire subject in a mind map form (orange).
- A mind map of each specific topic (blue).
- Content for each topic presented so that it is memorable (green).

Each one is a different colour, allowing you to sort them in many ways.

- Perhaps you want to get a more detailed feel for each topic, why not take all the green cards out of the pack and use those.
- You could create your own mind maps using the blue cards to explore how different topics fit together.
- And if there are some topics that you understand, take those out of the pack, leaving yourself only the ones you need to concentrate on.

There are just so many ways you can use them.



You are viewing a sample

# Interested in the full version?