

1. Getting Prepared

Get going:

- **Revision Timetable.** Discuss this with your parents and your tutor. Give extra time to subjects you find difficult. If your timetable is too ambitious you will not stick to it.
- **Cover a variety of subjects** each day. Revise topics you enjoy followed by boring or difficult ones.
- **Reward yourself** for keeping on target.



Make sure you:

- **Check** the dates, places and times of your exams.
- **Use your PLCs in each subject.** RAG yourself for each subject/topic. Ensure you focus on brushing up on all the amber and red areas.
- **Sleep and rest** are as important now as ever. Late hours and coffee won't help you. You can't revise when you're tired!
- **Equipment** Do you have everything you'll need? Take special care with equipment for practical exams.

- Black Pens
- Pencils
- Rubber
- Sharpener
- Calculator
- Ruler
- Compass

2. More Prepared

Be Active!

You need to read and understand
Active revision stops you getting bored.
Highlight key points. Use colour coding.
 Team up with a friend to revise and test each other.

Index Cards: Condense notes into key headings on cards. Use colour and diagrams to engage your visual memory. Pin up these cards in your bedroom or carry them around. Make a poster or a pattern note to cover key areas. Just before the exam pin up revision cards round the house and involve your family! Try explaining something to them or ask them to test you. Find a good revision guide that breaks the topics down. Study past papers. **Use the Leitner system to help recall these.**

Cornell's Revision Notes: 1: Revision Notes Area: Record notes from your text book, exercise book, video clip etc. Keep as short but as meaningfully as possible. 2: Key Question Column: As you're taking notes, keep question column empty. Soon after completing the revision notes think of questions that the revision notes are the answers for. 3: Summaries: Sum up each page of your notes in a sentence or two or by recording a summary of key terms.

Mind maps: Using images and colour to present different ideas and relationships on a page.

How?

Take regular breaks (about every 40 minutes).

Fresh air and drinking water regularly will clear your mind and help you concentrate.

Bitesize chunks - break difficult topics into small, manageable units, then tackle them one at a time. Log what you've done so you can see you are making progress.

Experiment to find out the best time for you to revise. Don't work right up to bedtime. Work to regular times each day. Leave time for relaxation.

Where?

Find places where you can concentrate. Don't let your friends interrupt you. Music might help you revise by shutting out distractions. Leave your work set out for next time, but be tidy and put away what you are not using to work effectively.

When?

Not at the last minute. Don't kid yourself that you can cram two years' work into a few days' revision. A little revision regularly is best.

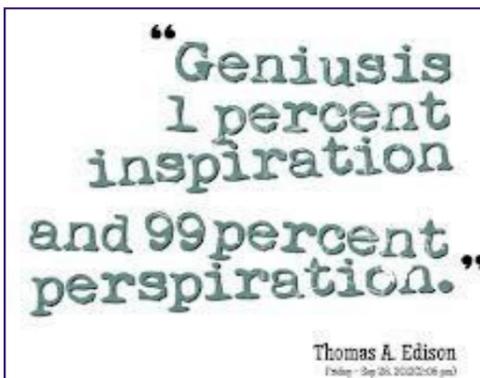
Check notes after you make them to see that they make sense. Are abbreviations clear?

Get organised now file notes and back up computer fields.

Always look, listen and learn. Watch out for relevant TV, radio programmes and web sites. They can bring topics alive and help you understand difficult areas.

4. The Exam Day

Set the alarm!! Allow extra time so you're not in a rush. Double check the time and place of the exam and be there in good time.



I can't do it yet!

5. In the Exam

Before starting reread the instructions and check which questions to answer.

Divide your time between the questions according to the number of marks. Keep checking the clock. You must do justice to each question in order to do your best. If you don't answer all the questions you should, or you will lose a lot of marks.

Read the questions twice, underlining key words to make sure you answer what is set rather than what you wish had been set.

Plan. For essays, jot down a brief plan using key words. Planning lets you answer the question that has been set, gives you confidence and helps you to think.

Answer your best questions first, but keep an eye on the clock..

No time. If you are running out of time, answer in note form.

Check. When you finish, check the question and your answers! You may not feel like doing this, but it is vital. Make corrections and additions clearly.

3. 40-10 Guide...this way...