

Revision

Techniques and

Tips



Effective Learning

Your ability to learn can be affected by many factors. Fill in the spaces with what helps you learn.

Work is
planned
carefully

Learning is
easier
when.....

You are
relaxed

Time is
effectively
managed

Creating the right study environment

Find a quiet place where you can leave your notes etc. and come back to them. This area should have a table or desk and a comfortable chair. The area you choose should be well lit and warm.

Keep all your study things together and ensure all notes are well organised.

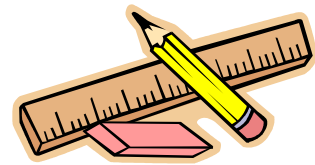
If you prefer to listen to music when revising, ensure it's not too distracting.



Having the right equipment

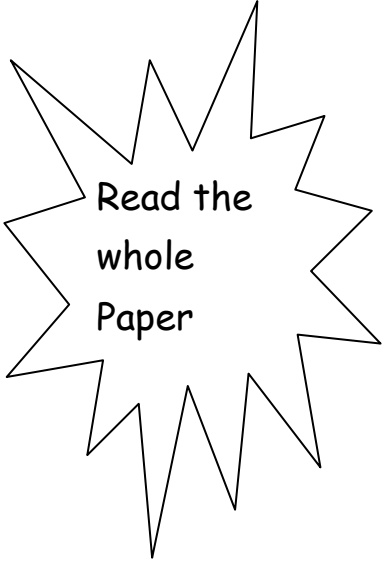
You will need the following:

1. A4 lined paper
2. Folders
3. A3 paper for posters and mind maps
4. Felt tips or coloured pencils
5. Highlighters
6. Pens
7. Pencils
8. School books including text books
9. Ruler
10. Subject specific equipment
11. Revision Timetable



Equipment you have

Equipment you need



Read the
whole
Paper

Top Ten Revision Tips

1. Short bursts of revision (30-40 minutes) are most effective. Your concentration lapses after about an hour and you need to take a short break (5-10 minutes).

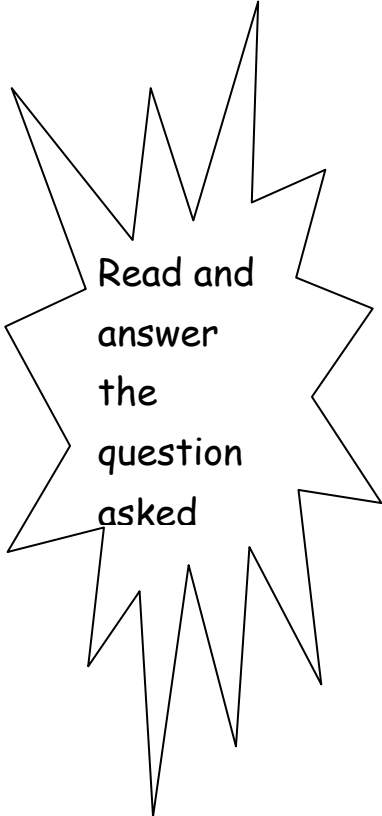
2. Find a quiet place to revise- your bedroom, school, the library, and refuse to be interrupted or distracted.

3. Make sure you don't just revise the subjects and topics you like. Work on your weaker ones as well.

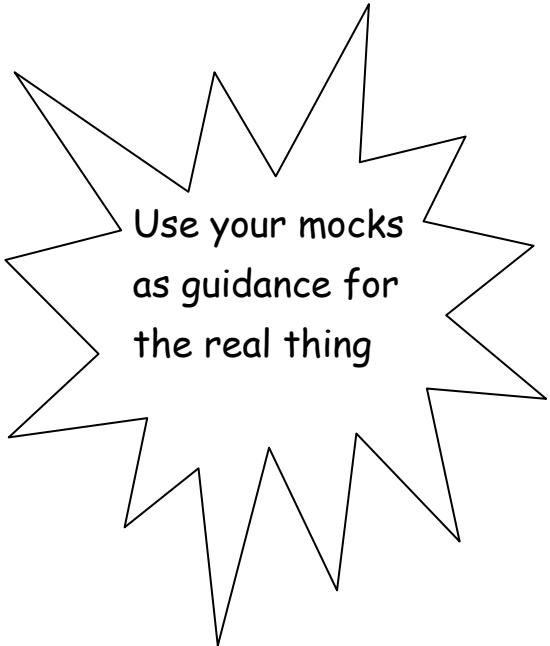
4. Make your own revision notes because you will remember what you have written down more easily. Stick key notes to cupboards or doors so you see them every day.

5. Rewrite the key points of your revision notes; read them out loud to yourself. We remember more than twice as much of what we say out loud than of what we merely read.

6. Use different techniques. Make your own learning maps, use post-it notes to write key



Read and
answer
the
question
asked



Use your mocks
as guidance for
the real thing

words on, create flashcards. Record your notes on a podcast and listen to them on your Ipod. Ask friends and family to test you. Use highlighter pens to mark important points. Chant or make up a rap song.

7. Practise on past exam papers or revision tests available on the web.

Initially do one section at a time and progress to doing an entire paper against the clock.

8. You will need help at some stage, ask parents, siblings, teachers or friends. Use websites specifically designed for revision.

9. Don't get stressed out! Eat properly and get lots of sleep!

10. Believe in yourself and be positive. If you think you can succeed you will; if you convince yourself that you will fail, that's what will probably happen.



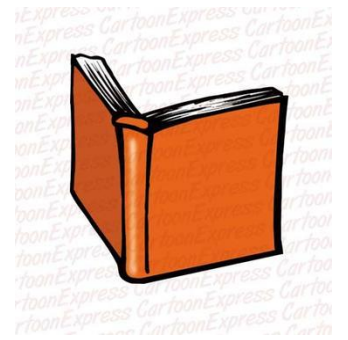
Effective Revision

To be effective, revision must be:

Active- always work with a pen and paper, look for key points, test yourself. Never just sit down and read for a set period. Focus on tasks, not time.

If you just read notes you'll only retain about 10% of the information.

Organised- always ask yourself at the start of a study session "what do I want to have completed in this session?" Have a plan for what you want to cover this week and month. Have an overview of the priority areas in each subject.



Planning your time



- Use the revision timetable provided, and think about how much daily revision is achievable for you.
- When using your timetable use lots of colour. Highlight and colour block sections.
- It is essential you take breaks when revising for example: plan to do 45-60 minutes revision and then allow yourself a 5-10 minute break
- Prioritise your revision by the order of your exams. Start with your closest exam or a subject you struggle with.
- Think about when you work best morning, afternoon or evening and use this time effectively for revision.
- Make to do lists to help you stay on track.
- Make time for fun, relax, as this will help you meet your revision goals within your set timeframes.
- If there is something you don't understand or are struggling with, ask for help.





Improving Your Memory

Much of your revision relies on remembering what you have studied over the last 2 years.

Here are a few ways to improve your memory:

1. Chunking

This is grouping items or information together into memorable chunks. This allows you to remember more easily and to link the smaller chunks to larger topics.



2. Repetition

This is a simple method. Just repeat the information over and over. It will sink in eventually.

Three times is often enough to help remember a topic.



3. Linking

This involves linking words or topics to things around you.

For example you could link a topic to a song, a person or

even a piece of furniture. The idea is that it triggers your brain to remembering the topic when you see the item you linked it to.



4. Mnemonics

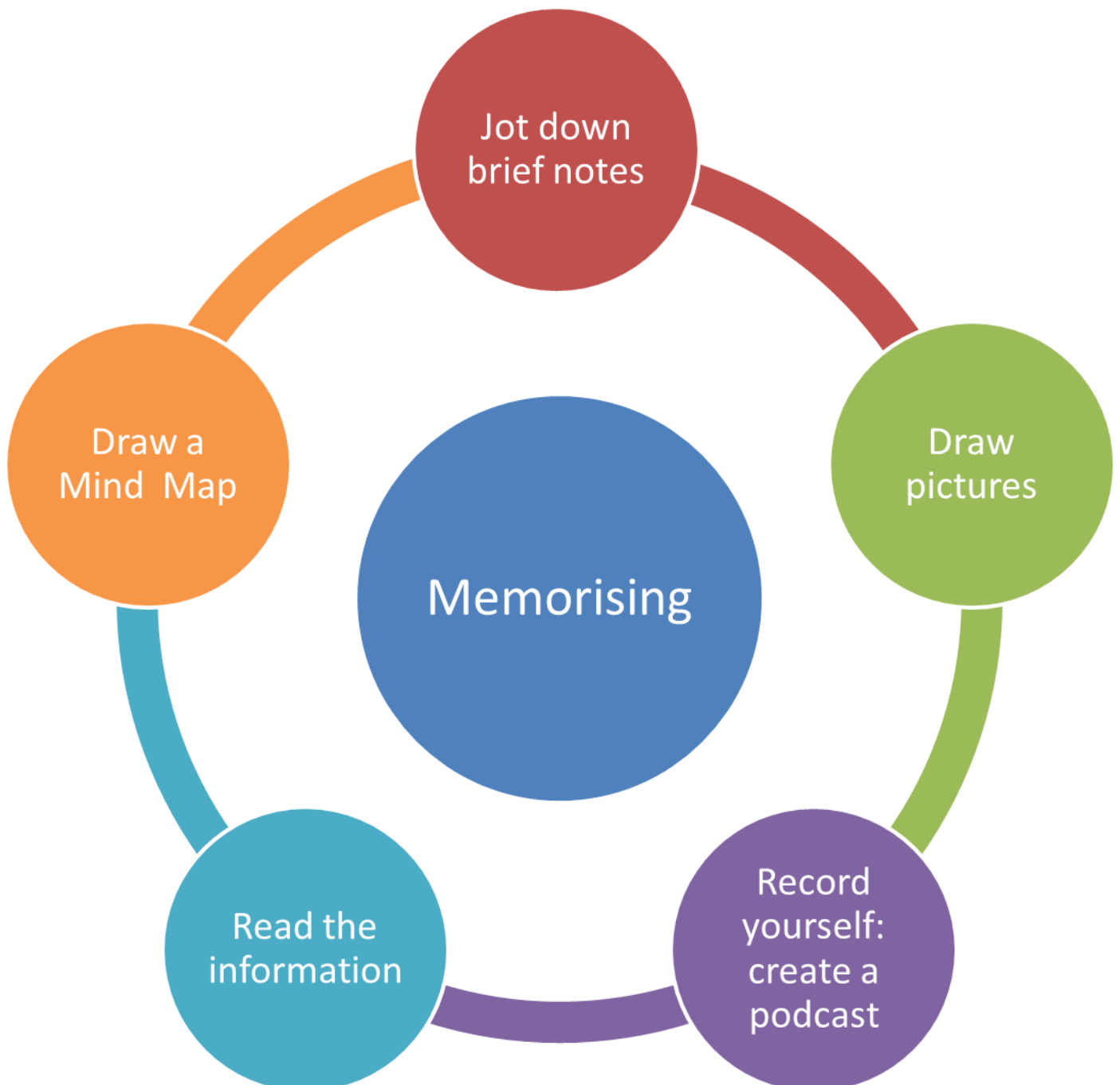
These are word games to help you to remember things. Eg, **Richard Of York Gave Battle In Vain**, to help you remember the colours of the rainbow. Red, Orange, Yellow, Green, Blue, Indigo and Violet. Try using different mnemonics for other topics.





Memory Magic

Whatever your personal learning style, there are memory techniques that will make learning easier for you. There are some techniques listed below. **Remember repetition is key to memorising information.**



Revision Techniques

Note Taking:



Make your notes colourful.

Abbreviate sentences (ensure that you understand your abbreviations)

Rewrite your notes several times then test yourself on what you can remember without looking at your notes.

Compare what you have written and write anything you have forgotten in a different colour.

Mind Mapping:



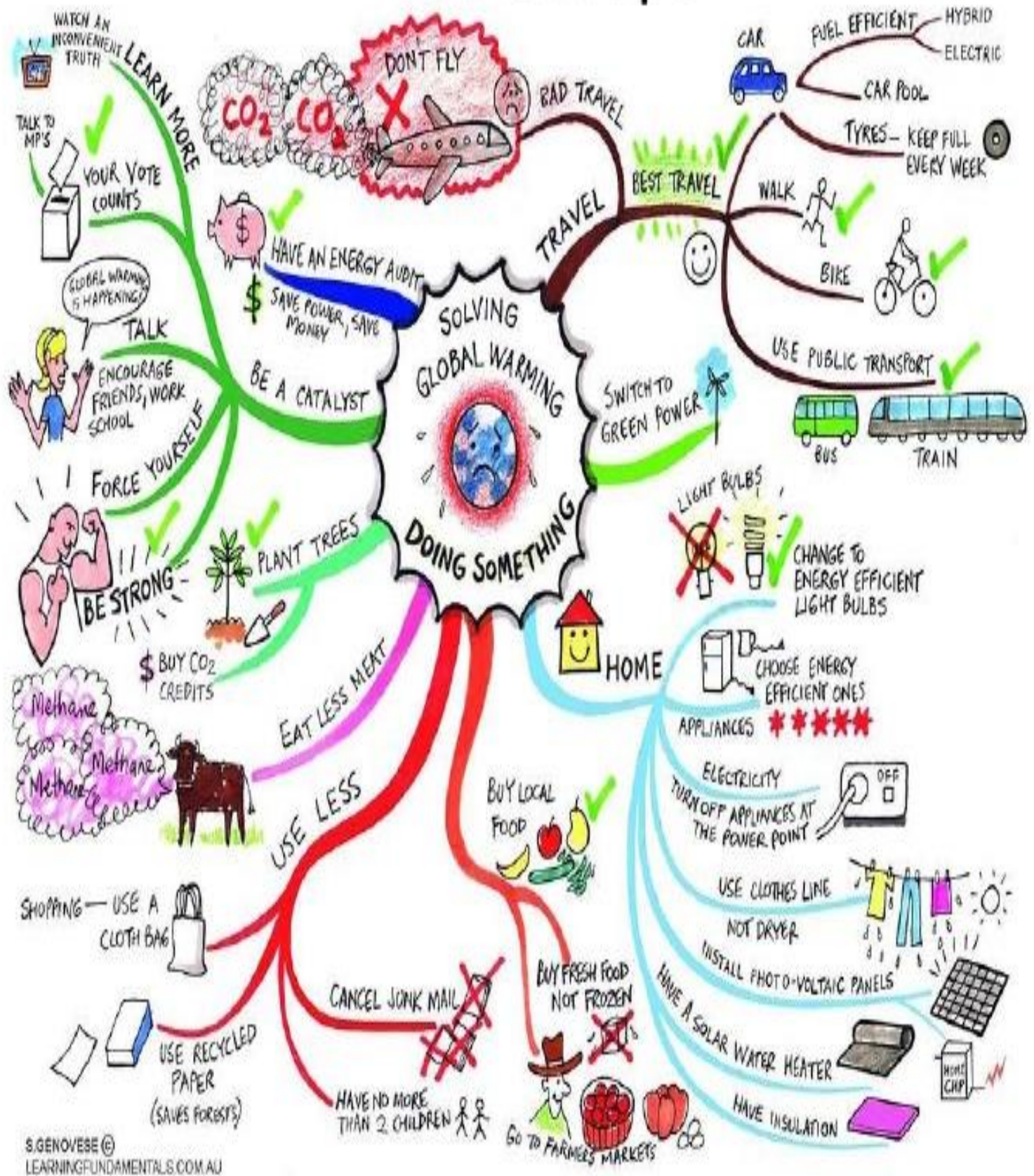
Use a blank sheet of paper; put your key word of the topic you are revising in the middle.

Put the main topics on thicker branches coming from the middle.

Then from your main topics use thinner branches to write the smaller subtopics and details.

Include pictures as it's easier to remember pictures.

MindMaps



Flash Cards:

Use the flash cards provided and either draw or write one word or image to help you recap your revision and jog your memory on a topic.



Questions:

Try to improve your understanding and concentration by asking yourself questions e.g. Who?

What?

When?

Where?

Why?



Posters:

Create colourful posters about what you are studying you can use words or images.



Stick these posters up in your bedroom, study area, wardrobes and anywhere else you can think of where you spend time.

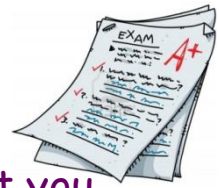
Practise exam questions/papers:

This is good for practising by answering similar questions you may encounter in your exams.



Test Yourself:

After you have completed your revision, put away all your notes and ask a friend to test you on what you have learned. This is a good way to make revision more interactive.



Physical Revision:

Try walking around the room as you read your revision notes.

Act out the topic with a friend.

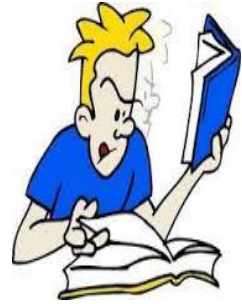
Read out your notes in a funny voice.

You could make a podcast or record yourself and play it back to yourself as many times as necessary.



Try a dress rehearsal:

Complete at least one past exam paper for each subject under exam conditions.



Consider which strategy you would apply to each individual exam paper.

Think about timings for each question.

Think about the number of marks per question.

This will help your confidence levels and help you feel more prepared for the real thing.

Review:

Look over topics regularly



Make a summary of the topic and look over it 10 minutes later

Do 30 minutes with a 5 minute break and then review the topic.

After a one hour memorising session:

10 minutes later revise the topic for 10 minutes

1 day later revise the topic for 5 minutes

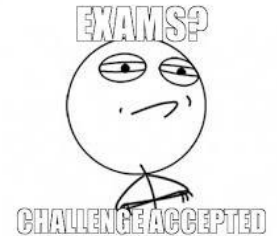
1 week later revise the topic for 2-5 minutes

1 month later revise the topic for 2-5 minutes

Before exams revise the topic as required

Each time knowledge is reinforced; it enters deeper into the long term memory and becomes more stable.





The Examiners View

Examiners have identified the following as the most common mistakes that students make in exams:

1. Not reading the question properly - you may have revised a topic and have an answer ready. However, you must make sure your answer is relevant to the question on the exam paper not the question you have prepared for.
2. Not finishing the paper - if you run out of time you will miss out on marks. You must be disciplined with your timings.
3. Repetition - Many students repeat the same point more than once. You will only be awarded marks once for the same point. This wastes time. Be careful to make your point just once.
4. Missing part of the paper - Read the paper fully to make sure that you don't miss any of the questions and valuable marks.
5. Rough Work - Any rough work or plans for answers should be done in the margins or at the back of the booklet.



Key Exam Terms (Command Words)

| | |
|--|---|
| Account for: Explain the process or reason for something being the way it is. | Discuss: Explore the subject by looking at its advantages and disadvantages. Attempt to reach a judgement. |
| Analyse: Explore the main ideas of the subject, show how they are important and how they are related. | Distinguish: Explain the difference |
| Calculate: Find out using mathematics | Estimate: Guess the amount or value |
| Comment on: Discuss the subject, explain it and give an opinion on it. | Explain: Describe giving reasons and causes |
| Compare: Show the similarities (but you can also point out differences). | Express: Put the ideas into words. |
| Contrast: Show the differences (but you can also point out similarities). | Evaluate: Give an opinion by exploring the good and bad points |
| Clarify: Explain something, make it clear why that is the case | Factors: The circumstances that will contribute to a result. |

| | |
|--|--|
| Complete: Finish off | Give an account of: Describe how/why something happened. |
| Conclude: Decide on something after reasoning it out. | Give reasons for: Explain why something happened using words like because |
| Concise: Short and brief | Identify: Prove something as being certain |
| Consider: Weigh up both sides and reach an opinion | Illustrate: Show by explaining and giving examples |
| Criticise: Analyse and then make an opinion or judgement. | Indicate: Point out, make something known. |
| Define: Give the meaning of something. | Relate: Show the connection between two things |
| Describe: Give a detailed account | State: Write briefly the main points. |
| Differentiate: Explore and explain the difference. | Summarise: Give the main points of an idea or argument. |
| Interpret: Explain the meaning by using examples | Trace: Show how something has developed from beginning |

| | |
|--|--|
| and opinions. | to end. |
| Justify: Give a good reason for your opinion. | Outline: Concentrate on the main reasons for something happening. |
| List: An item by item record of something. | Prove: Give real evidence, not opinion, which proves an argument and shows it to be true. |



Exam Strategy

1. Allow yourself the time to read the paper and the questions. Don't panic in the exam hall.
2. Remember what your teachers have taught you about exam technique and subject content.
3. Read over your answer to avoid any simple mistakes.
4. Complete all the questions - never leave any out.

Answering Exam Questions

1. Scan all the questions.
2. Circle the questions you could answer.
3. Read these questions carefully.
4. Choose the correct number of questions in each section.
5. Decide an order: best answers first.
6. Divide your time, leaving more time for questions worth most marks.
7. Underline or highlight the key words in the question.
8. Plan your answer.
9. Remain focussed on the question.
10. Refer back to the question regularly.

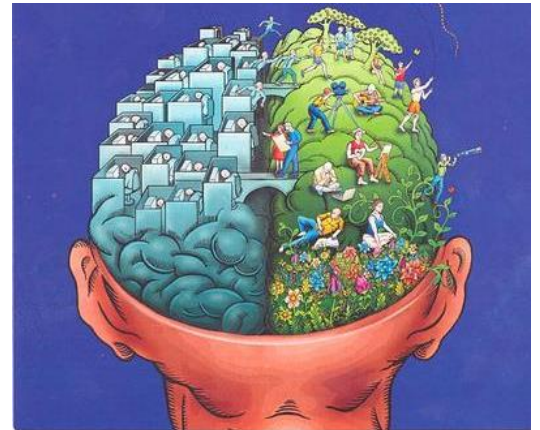




Maximising Your Performance on the Day

1. Get a good night's sleep - You might be tempted to stay up late and "cram" as much in as possible on the night before the exam. In reality, an extra night cramming will make very little difference in a two year course. You are much better to get an early night. A rested brain is a more effective brain.
2. Arrive in plenty of time - Aim to arrive at least 15 minutes before an exam starts. This will help you feel more organised and prepared to enter the exam hall. Being panicky and flustered on arrival will be counter-productive to your exam performance.
3. Have your equipment ready - Know what you need for each exam. Have it all ready the night before. Rushing around looking for the right equipment just before the exam will not be helpful.
4. Think Positively - Be positive about your ability and your potential performance in the exam. Worry or being negative will not help you to achieve your potential.
5. Maintain your focus - There can be a lot of hysteria, panic and stress in the air in the build up to an exam. Try to remove yourself from this. Find a quiet space and stay focussed on what you have to do.

6. Beware of post-exam analysis - Don't engage in the discussion at the end of the exam about what answers you gave and what went well. This will undoubtedly be negative and make you worry about how you did.



Useful Websites

www.bbc.co.uk/schools/revision

www.bbc.co.uk/schools/gcsebitesize

www.s-cool.co.uk

www.projectgcse.co.uk

<http://intranet.belperschool.co.uk/moodle/login/index.php>

Good
Luck!!

