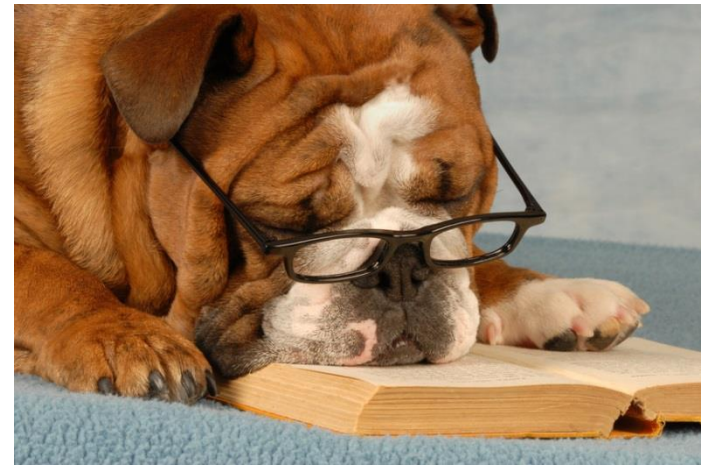


Revision & Planning - tips for students



Planning don'ts...

- Don't imagine that you can revise a subject the night before an exam or complete your coursework the day before the hand in date. Your memory will not cope with remembering almost a year's work in one go and your written work is unlikely to be of a good standard.
- Plus you may have more than one exam in a day and more than one piece of course work to hand in!



Exam period & deadlines

- Your life will be expected to change during the exam period and when course work pressures occur... Be prepared for it!
- Don't resent this time – look on it as time spent investing in your future.
- Be prepared to make some sacrifices – it will be worth it in the end.
- This is a very short period of time in your life!

On a positive note....

You can be fully prepared for your exams and for coursework deadlines if you:

- Maintain 100% attendance in all classes.
- Complete all your class and homework to the best of your ability.
- Make sure that your coursework is completed on time and, again, to the best of your ability.
- Leave time for proof reading!

Positive steps you can take...

- Make sure you know what your target grades are and more importantly what you need to do to achieve them.
- Speak to your subject teachers to find out what you need to focus on to improve your work and increase your chances of improving your grade.
- Look at BTEC & CAM TEC practice materials.



Help yourself to be prepared...

- Go to subject revision classes if they are being offered.
- Revision and course work needs to be planned. As soon as you know your exam and/or deadline dates create a revision/planning timetable and stick to it.
- Be specific – don't just write; 'maths' – write in 'maths, algebra', or 'unit 1.3' for example.

How to revise and plan...

- Don't just focus on what you like the most – chances are this is an area you are already good at.
- Make sure you spend more time on areas you find most difficult and, possibly, less interesting. You can bet your life these things will come up in exam papers and be expected within your coursework.



More planning tips..

- Plan your revision or coursework completion in 30 minute chunks and build in breaks of at least 5 minutes.
- Every couple of hours, take a slightly longer break of, at least 15 minutes.
- During your break, forget revision and coursework – have a drink and a snack.



Setting the scene

- Revise or study in a quiet and comfortable environment.
- Ask friends and family not to disturb you while you are revising or working.
- Don't answer texts and emails during this time.



Look after YOU!

- Eat breakfast.
- Eat lunch.
- Eat dinner.
- Have healthy snacks to hand.
- Drink plenty of water.
- Your brain needs and uses energy and burns calories. So feed it!



Understanding & learning styles

- Whatever you are studying, you may need to write things down and may do this more than once to get it into your head.
- Complete as many exam practice papers as you can and get them marked. Retry the questions you answered incorrectly.
- Create a mind map to plan your assignment effectively.
- Learn and use the key words in each of your subjects. Learn to spell them correctly!

Repetition

- Go over practice materials, handouts and worksheets from BTEC and CAM TEC lessons to help you recognise how to structure your coursework and what needs to be included.



Tools for learning

- Use mnemonics to help you remember tricky words.



- Use post-it notes, strategically placed, around your home, to remind you of key facts.
- Choose places you go to regularly...



Techniques for learning

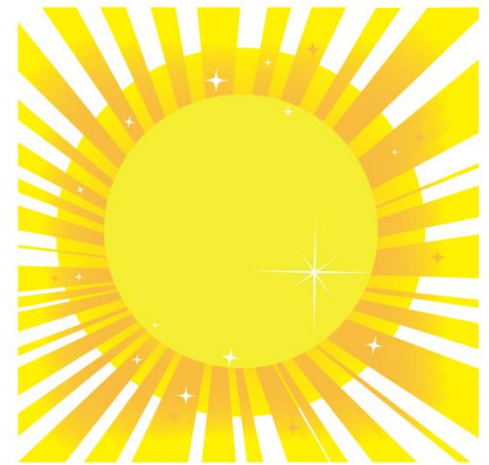
- Ask a family member or friend to test you.
- Once you have revised a subject or written an assignment, explain it to someone else.
- Record your notes and play them back to yourself.
- Set your notes to your favourite tune and sing them to yourself.



Revision Techniques

- Remember to use the internet. There are many good revision websites available including sites to help you gain a better understanding of your coursework .
- The College VLE – look in each subject area for useful resources. There will be many!
- Your subject area may have a series of revision workshops you can attend. Go to as many as you can!
- If you don't know how to begin an assignment – ask for support from your subject tutors and/or in the Learning Hub

Remain positive



- If you say you can, you can!
- Be as prepared as you possibly can be and you will walk into the exam with confidence!
- Plan and prepare in time for assignments and you should get good marks.
- Your hard work will pay off!
- You're investing in your future!
- You will reap the reward of your own efforts!

