

Preparing for Exams

Whether you are getting ready for SATs, GCSEs, Standard Grades, or other exams the preparation is basically the same, so follow these six steps to help you through the revision process. The key to success is **LEARNING your work** and this should begin at the **start of your course**. You need to concentrate in all your lessons from the word go and always **ASK YOUR TEACHER** if you ever have problems understanding the work - it will save you a lot of time when it comes to revision.

Step 1 Know what you need to do

Countdown: Usually 3 months before your first exam

- **Obtain the syllabus** for each of your exam subjects. This tells you what you need to know in each subject and gives you your topics for revision.
- Find out what **form each exam will take**: written, oral or practical, and what sort of questions will be asked: essays, short answers, one word answers etc.
- Find out the **dates and times** for each of your exams. You can record these in the cream coloured Monthly Calendar pages of this Student Planner.
- Write your exam subjects in the rows then fill in the date in the box next to each subject when you have completed each task:

	Obtain Syllabus	Make topic list	Obtain Revision Guide	Start revision notebook	Make index cards	Try 'active learning'	Get all equipment ready
English Language							
English Literature							
Maths							
Science							