

# Revision Survival Guide

## Taking the Exam

Remember that examinations are not designed to catch you out, but to find out what you know, what you understand and what you can do. If you have prepared well, you have nothing to fear.

### A Month Ahead

#### Check your exam timetable

- Do you know the time and place of each exam?
- Put your exam timetable where you can see it every day.
- What equipment will you need?
- What equipment will be provided?
- Is any equipment not allowed in the exam?
- Remember ... each kind of exam - written, oral, aural or practical - has its own particular requirements.

#### Check that you know what different questions mean

- Look at past papers to familiarise yourself with the way questions are asked.
- Remember, the number of marks is a guide as to how much detail the examiner is looking for.
- Make sure that you understand the difference between 'describe', 'discuss', etc.

#### Focus your revision

- Begin to target your revision at a particular exam, on a particular day.
- Focus on 'key ideas'.
- Practise answering questions against the clock.
- Talk over any problems with your teachers.

### A Few Days Before

- Go through your revision cards, checking again questions used in the past.
- Do not try to learn entirely new work.
- Get all your equipment ready - pens, pencil, calculator - and SPARES. Check that everything works!
- Keep to your usual routine - do not sit up all night revising.

### When the Day Comes

#### Before the exam

- Give yourself plenty of time ... get up early... don't rush.
- Avoid the pre-exam 'worry session'.

#### In the exam

- Read the instructions carefully. Listen to what you are told.
- Read the questions carefully. Underline, or highlight, key words or phrases in the questions.
- Divide up your time according to the marks.
- Do the right number of questions.
- THINK before you write.
- Leave time to check your answers.

**Good Luck!**

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## Revision

Revision is a process in which you sort information into small units which will help you to learn the necessary facts, and to understand and be able to use information you may be given in an examination.

### Planning Your Revision

#### Review your course

- Have you got a copy of the syllabus?
- List the topics included in the course.
- Group topics together.
- Decide on your priorities for revision. Best and worst topics / What is asked regularly?
- If you don't understand a topic ask your teacher for help.

#### Get hold of past examinations papers/questions

- Your teacher may be happy to lend you past papers.
- You may go through them in class.
- Revision guides often contain these.

#### Draw up a revision timetable

- What is your concentration level? Most people need to take a break of 10 minutes after about 45 minutes of study.
- Decide how long you need to spend on each topic and draw up a timetable.
- Try to revise different topics in each revision session. eg. one topic in the morning, one in the afternoon. Concentrating on just one topic at a time is less effective for most people.
- Decide on the best time to study - when your concentration level will be at its highest.
- Set yourself target tasks and dates.
- Leave time to relax and socialise.

### Ideas to Help You Revise

- Make your notes imaginative and creative. This will help you recall information more easily.
- Stick important bits of information on the walls of your room to use as a memory jogger.
- Record information and play it back when you are relaxing or doing a mundane task. eg. doing the washing up.
- Study with a group of friends. You could test each other, try different examination questions and share the results, and discuss topics to check you all understand them.
- Read around the topic. It may help with understanding in depth.

### The Practicalities of Revision

- Have a special place for revision. It should be comfortable, and not too hot or cold.
- Prepare for revision sessions. Have a snack and drink and go to the toilet **BEFORE** you study.
- Take care of yourself. Eat good regular meals. Take regular exercise. Have leisure time. Learn to control stress.

**Remember - If in Doubt - Ask**