

Planning for the Year 11 Examinations

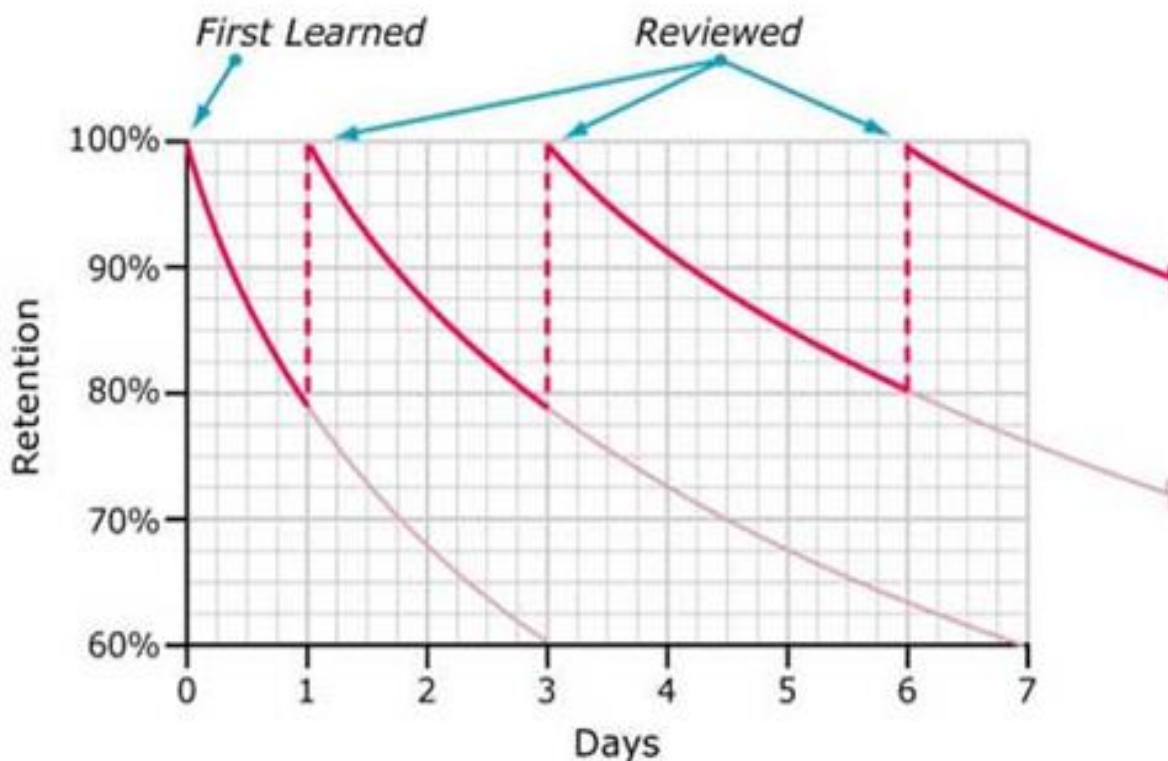
1. Plan Revision

- Make sure that all your notes are in order and up to date.
- Find out the date and length of each exam.
- Draw up a revision timetable and stick to it.

2. Preparation

- Obtain copies of the specification/past papers/revision guides. Understand what each exam involves and what the examiners are looking for.
- Recall practice has been found to be considerably more effective than reading through notes.
- Recall information by using flashcards, doing past questions, summarising topics from memory.
- Interleaving topics in revision sessions has been proved to be highly effective. In an hour of revision consider several different topics: spending 15 minutes on one topic before moving on to the second topic and then after 15 minutes moving on to the third topic and so on. This revision style encourages active retrieval of information so again helps with the long-term memory.
- Space out your revision over a long period of time so that topics are revisited: it is not about spending more time on revision but about spreading that time out. This helps to store information in the long-term memory.

Typical Forgetting Curve for Newly Learned Information



3. Before Each Exam

- A good night's sleep is very important! Revision is consolidated as you sleep.
- Make sure that you have all the equipment needed, including refills for your pen(s).
- Make sure that you are comfortable and have a light snack/meal before each exam.

4. In the Exam

- Read the instructions carefully – do the right number of questions.
- Plan your time – allocate enough time for each question you must answer.
- Answer the question set – not the one you hoped for.

5. At the End of the Exam

- When you think you have finished, check your script for mistakes and complete any unfinished sections.
- Cross out any rough work you do not want to be marked.
- Ensure that all diagrams have titles and are fully labelled.

Dos and Don'ts

- **Don't** leave all the revision for your examinations until the last moment then have a cramming session.
 - ❖ This is inefficient: the working memory has a limited capacity.
 - ❖ Creates tension that reduces effectiveness
- **Don't** work all night. Long periods of revision without a break are not effective.
 - ❖ You will get very tired and sleep is important in consolidating what you have revised.
 - ❖ You will learn inefficiently as time goes by.
- **Don't** "watch" television or have background music on. This is obviously inefficient since it is distracting.
- **Do** plan a revision timetable for the weeks leading up to the examination. Once worked out – keep to it. Leave a little spare time in your revision programme in case something comes up and you miss some of your work.
- **Do** put a series of rewards in your programme to give you a break and an incentive to work hard, e.g. an hour off to watch TV or a break to listen to some music/see your friends etc.
- **Do** make sure your programme is designed so that you do not have a very long period without a break and that you do not go on too late into the evening. Get plenty of sleep.
- **Do** find somewhere quiet to revise.
- **Do** ask your teacher if you are stuck, can't understand something or need advice. Your teacher cannot read your mind.
- **Do** as many past papers as possible. **Remember that knowing the content of each subject is only half of your preparation. You need to practice applying the information so working on past questions is the most important part of your revision.**
- **Do** use examination mark schemes and your teachers to mark your past paper questions.