

STEP ONE:

Plan a Revision Timetable

In the run up to your exams effective time management is a must. If you plan a sensible revision timetable you will have enough time to concentrate on all of your subjects as well as have some much needed time for rest and enjoyment!

A revision timetable should reduce the danger that you leave everything to the last minute and try to cram revise the night before. This is very dangerous, as the brain can only take in and store so much information in any one sitting and you end up overloading it with sensory information. Alternatively, you don't want to spend too many months revising as you may burn yourself out and become turned off to the idea of exams before you get started! Ten to twelve weeks before your first exam is a good time to start your revision programme.

How to design a revision timetable:

- Work out how many subjects you are taking in your exams and how many papers each subject consists of (e.g. GCSE English syllabuses usually consist of two papers).
- Divide this by the number of days before you sit your first exam (you may build in rest days e.g. Saturdays.) This gives you a rough breakdown of how many days you have to revise each subject.
- From this total, subtract days (parts of days) when you know you will not be able to commit yourself to revision e.g. dental visits, planned holidays, Geography field work trips, etc... (Strictly speaking, if you use some of the revision techniques suggested later in this pack, you can carry on your revision any time, anywhere!)
- Using copies of the timetable sheet provided in this pack, start to block in revision times for the different subjects you are sitting, remembering to include rest periods and times when you cannot revise.
- Blocks of revision should last for no more than 45 minutes in one sitting, as after that time concentration and learning is reduced. Between each 45 minute sitting you should take a break of at least 15-20 minutes. During

this time do something relaxing and easy on the brain e.g. make a cup of tea, phone a friend, flick through a magazine, watch some TV, have a bath, etc...

- Rather than doing all of your revision during one time period e.g. at night, divide it up into blocks throughout the day. Many of us retain information better in the morning when we are more alert to the new day.
- Vary the subjects you revise in a single day. This will stop you getting tired of any one subject and keep your brain on its toes.

General notes on revision

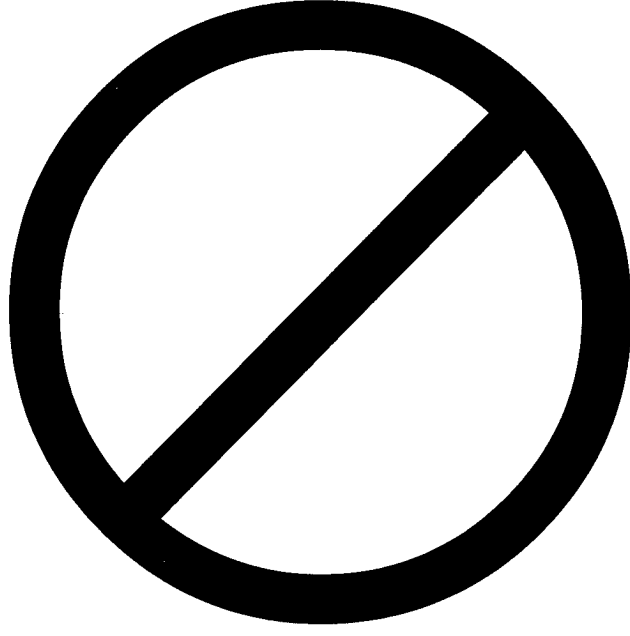
- Choose a quiet space for revision, with plenty of space to spread yourself out and locate all the materials you will need to revise (exercise books, files, books, note paper, markers, etc...) Never revise in front of the TV!
- Make sure your space is well ventilated and lit.
- Let everybody in the house know when you are revising and don't want to be disturbed (use the sign provided at the end of this chapter.)
- Elicit all your senses by burning incense or using an oil burner with an uplifting aroma (peppermint or menthol), play some soothing mood music in the background (nothing with lyrics or too fast/loud.)
- Have some treats at hand – sweets, fruit, drinks, etc... so you can periodically reward yourself for your efforts!

REVISION TIMETABLE FOR Week - 1 2 3 4 5 6 7 8 9 10 11 12

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
LUNCH						
DINNER						

Subject: S = Science / M = Maths / E = English / L = Languages / H = History / G = Geography / DT = Technology

By order of the person wanting to do their best in their forthcoming exams:



**Please do not disturb -
revision in progress!**