

**PREPARING FOR EXAMS****1. Start early**

Start revising around six weeks before your exams. Avoid cramming and doing all-nighters – they do not work. It is impossible to memorise everything in one night.

**2. Create a timeline**

Mark revision time on your study timetable. Set yourself goals and mark them off as you achieve them. Remember to be realistic and set goals that are achievable.

**3. Keep comprehensive notes**

The notes you take each day form a major part of your revision. After each class, go through your notes and make sure they are clear and complete. If you are unsure about something or if you have missed a day's work, talk with your teacher and ask them to clarify it for you.

**4. Organise your time and space**

Factor revision time into your study timetable. Make sure you have everything you need at the start of each session, including notes, handouts and text books.

**5. Practise revision techniques**

- Rewrite your notes. This is a great way to refresh your memory. Be sure to write them in your own words. This shows your understanding of the topic.
- Question yourself. Answer your questions out loud as if you are explaining your answers to someone else for the first time.
- Create flash cards. They are great for learning definitions, rules and formulas. Your family can also help by quizzing you.
- Summarise one key theme at a time. Continue to do this regularly until you are able to complete this task without referring to your original notes and books.
- Attempt past exams. This helps familiarise yourself with the types of answers you need to give.
- Talk with your teachers. This is especially important if you are having problems understanding anything. They are there to help you.

