Study Bites #5

Plan Your Week

Many of us think that we don't have time to fit anything 'extra' into our lives. And teachers often hear students say 'but I don't have time to study'. Unfortunately, a lot of the time, this simply isn't true. The key to finding time to study is to plan your week. By planning you week, you can usually find time.

Using the planner attached, and the example weekly plan provided, plan the next week of your life. Do this by completing the following steps:

- 1. Schedule the things in your life where the times are fixed.
 - Schedule when you are at school.
 - Schedule when you are at work.
 - Schedule when you have any sporting commitments.
 - Schedule any other commitments where you cannot change the time (e.g. dentist appointment)
- 2. Now think about your school subjects. How much time will you need to complete assessment tasks? How much time will you need to revise class content? Now, schedule this onto your planner.
- 3. Stick to your plan!

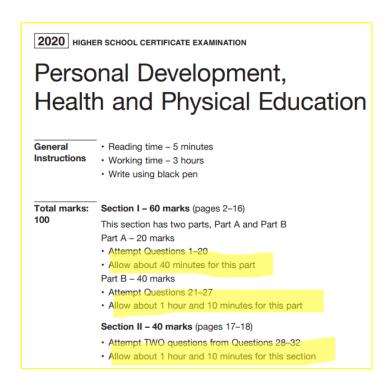
Top Tips

- ◆ Get of bed 1 hour earlier. Over a week, that is 7 extra hours you will have.
- What are you doing during the periods at school when you don't have class? They are not 'free' periods. Change your mindset and use them to study. Maximise your time.
- ◆ Study for **ALL** of your subjects not just your favourites.
- Choose a 'Study Buddy', but choose wisely. Your best friend may not be the best person to study with.
- ♦ REMEMBER: Practise makes progress.

Plan Your Exam

Have you thought about how you are going to manage your time during each of your exams? If not, it is important to do so. And it is important to do so **before** you get into the exam. Think about the following:

- 1. You don't have to complete an exam in the order that it has been written. So, do you want to complete the multiple-choice questions first? Or would you prefer to complete the extended responses first? Plan the order in which you will complete the test.
- 2. How long are you going to spend on each section of the paper? Look at the front of the HSC papers below. There is a suggestion for how long you should be spending on each section. Use this as your guide.





3. Consider how many marks each question is worth and allocate your time accordingly. If a question is worth 10-15 marks, allocate more time to it. If a question is worth only 2 marks, do not spend 20 minutes answering it.

Top Tips

- ♦ Wear a watch and keep track of the time throughout the exam. Try to stick to your plan.
- ◆ If you run out space when answering a question in an exam, ask for more paper. If you cut your answer short, you may lose marks. It is definitely worth asking for extra paper.
- ◆ REMEMBER: Failing to plan is planning to fail.