



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 your 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.

2020 HIGHER SCHOOL CERTIFICATE EXAMINATION

Personal Development, Health and Physical Education

General Instructions

- Reading time – 5 minutes
- Working time – 3 hours
- Write using black pen

Total marks: 100

Section I – 60 marks (pages 2–16)
This section has two parts, Part A and Part B

Part A – 20 marks

- Attempt Questions 1–20
- Allow about 40 minutes for this part

Part B – 40 marks

- Attempt Questions 21–27
- Allow about 1 hour and 10 minutes for this part

Section II – 40 marks (pages 17–18)

- Attempt TWO questions from Questions 28–32
- Allow about 1 hour and 10 minutes for this section

2020 HIGHER SCHOOL CERTIFICATE EXAMINATION

Japanese Beginners

General Instructions

- Reading time – 10 minutes
- Working time – 2 hours and 30 minutes
- Write using black pen
- Monolingual and/or bilingual print dictionaries may be used
- Write your Centre Number and Student Number at the top of this page and pages 5, 7, 11, 13, 15, 19 and 21

Total marks: 80

Section I – 30 marks (pages 2–6)

- Attempt Questions 1–10
- This section should take approximately 40 minutes

Section II – 30 marks (pages 7–17)

- Attempt Questions 11–15
- Allow about 1 hour for this section

Section III – 20 marks (pages 19–22)

This section has two parts, Part A and Part B

- Allow about 50 minutes for this section

Part A – 10 marks

- Attempt Questions 16–17

Part B – 10 marks

- Attempt either Question 18 or Question 19

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.