

Name	
Tutor Group	

Year 11

Study Skills Booklet

St Ivo Academy



Contents

Plan for study	2
Keep Healthy	3
Designate a study space	3
My plan	4
Create a topic list for each subject.....	4
Review - Practice - Check.	7
Mind Maps	9
Flash cards.....	10
Online Resources	13
Revision Space.....	13

EXPECTATIONS

Always write in black or blue pen.

Always use a ruler for straight lines.

If you make a mistake, cross it out with a single line.

Always draw diagrams, tables and graphs in pencil with a ruler if necessary.

Always mark and correct your work in green pen.

Respond to any feedback your teacher gives you in green pen.

Take pride in your work; make it neat!

Plan for study

This is one of the hardest things to do. Now you are in Year 11, it is vital that you make sufficient time for exam preparation. Think about what has got to give way and where you can turn 'down time' into 'study time'.

Keep Healthy

Revision takes time and effort and a lot of your energy. Make sure you eat sensibly (especially breakfast) and drink plenty of water. Moderate exercise and plenty of sleep are also important. Remember that you should stop revising one hour before you intend to go to sleep. If you don't allow for some down time after revision, it is likely that you will find it harder to fall asleep straight away.

Designate a study space

Get the basics right! Tick those you have in place already:

a comfortable chair	
desk or table	
good light	
pens/pencils	
highlighters	
paper	
folders	
flashcards	
post-it notes	
ruler & protractor	
eraser	
calculator	
dictionary	
revision guides	
exercise books	
textbooks	
past papers	
mark schemes	

If the place where you do most of your school work is not easy to work in, what can you do to make it better? What distracts you when you are trying to settle down to revision? Can you do something to remove that distraction (e.g. place your phone into a lockable box or different room)? If you find it difficult to study at home, use the resource centre which is open after school most days.

My plan

Create a topic list for each subject

Before you start your revision it is essential that you know what needs to be revised in each subject. Often your teacher will provide you with a checklist or exam specification which makes it clear which topics are on which exam paper.

You can use the exam board specification to divide the task up into a lot of smaller topics (it is easier to get started and to see your progress if you divide one large topic into a series of smaller topics). This means that each topic is fairly quick which keeps up your motivation to continue with your revision. Write down your subject and which exam board your GCSE is with. If you don't know ask your class teacher. This information makes it easier to find a list of topics to revise.

Subject	Exam Board	Other info? E.g. particular options or modules
English Language	AQA	
English Literature	AQA	
Maths		

Make a provisional timetable for which topics you will cover each week. With a study timetable you are able to check that you are covering all subjects and are not running out of time. Aim to study a little every day. Build in some unallocated study time for flexibility. Put the timetable up on the wall or fridge at home where everyone can see it. Ask your family to help you keep to it. If you find that you are repeatedly not sticking to your study timetable, find out why you are struggling to keep to it and rewrite it!

Add in your subjects. If you already have a revision timetable check that you have adequate time for each subject before the exam.

Revision Timetable

	Subject		Subject	
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Knowledge Organisers

Knowledge organisers capture the core knowledge you need to be successful on one or two pages

By self quizzing you commit this core knowledge to memory

This builds confidence and enjoyment in lessons, freeing up brain power to do even more!

Knowledge organisers:

- Beat the 'I don't know where to start!' issue
- Help you with homework and revision
- Provide you with a curriculum map – you know exactly what you need to learn

Use **LOOK – COVER – WRITE – CHECK** to learn them

You will be issued with a folder to store your knowledge organisers and a card that you can use to cover the answers while keeping the questions visible.

This makes it easy and quick to test your knowledge.

- 1 LOOK at the knowledge organiser and try to commit the information to memory. Use a timer.
2. COVER – use your card to cover the answers
3. WRITE – read the questions and write down what you think the answers are
4. CHECK - remove the card and check if you got the questions correct. If not, try that question again.

Review - Practice - Check.

Divide your session into 4 sections. E.g. a 60 min session is divided into 4 sections of 15 minutes each.

1. Section 1 – Review the knowledge
2. Sections 2 and 3 – practice applying the knowledge e.g. quizzes or past exam questions
3. Section 4 – check and amend your answers

Try it out:

Review – jot down some quick revision notes on your chosen topic. Can be words/diagrams/lists/prompts

Practice – think of an exam style question or write a short quiz

Check – swap your work with a partner and ask them to check your answers

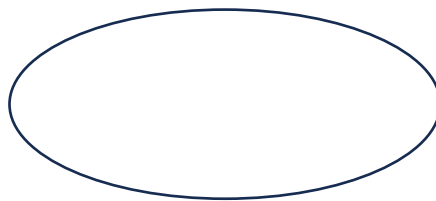
Use a timer for this process and stick to it. The middle section is double length because as you try to apply your knowledge you also revise it.

Mind Maps

These are a good way to categorise and summarise what you know about a topic.

1. Take a whole page. Using BLACK pen put your topic title in the middle and then think of a range of subheadings. Add detail to each subheading and as other ideas come you can continue to add to the branches of your mind map. You can use diagrams or pictures too.
2. Now check your mind map against your class notes, revision guide or a knowledge organiser. What did you miss? Add in any additional information in a different coloured pen.

Mind Map



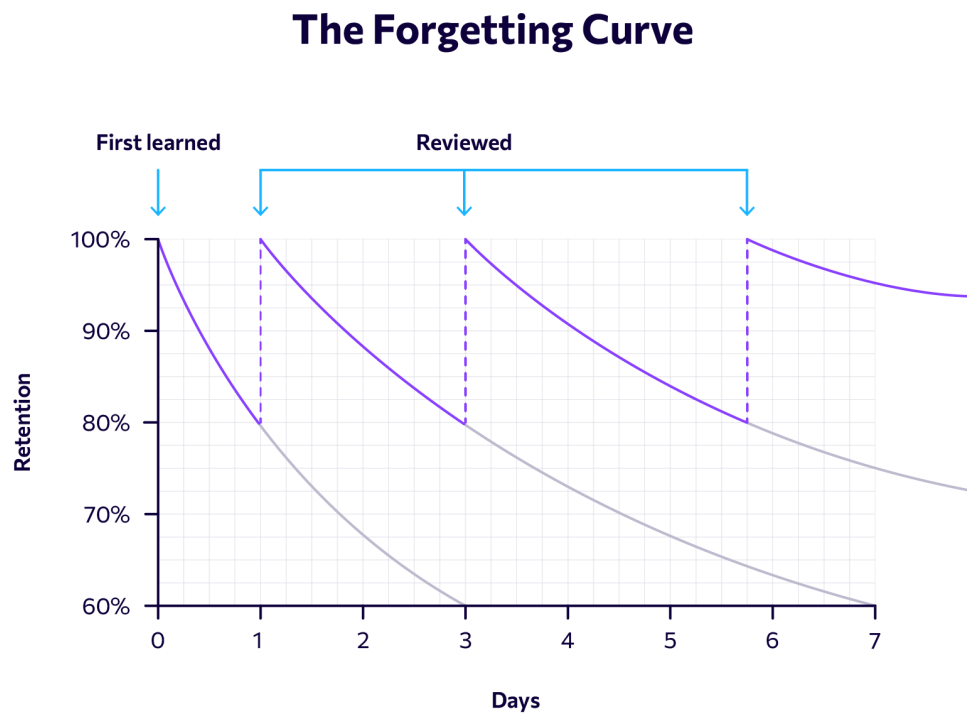
Flash cards

These help you engage with the topic you are revising because you have to think of questions about the topic so that you can answer them.

On one side of your card write a question (or more short answer questions)

On the reverse side write the answer(s). You can then revisit your flash cards to help you recall the information.

When we review information we naturally start to forget it again after a period of time. The process of revisiting the same information helps us to retain a greater portion of it. Look at the graph below



Using flashcards to quiz yourself 2, 3 or 4 times before an exam can really help you to recall the information more effectively.

Practice making some flashcards in the space below.

Question (s)	Answer (s)

Question (s)	Answer (s)

Question (s)	Answer (s)

Question (s)	Answer (s)
--------------	------------

Question (s)	Answer (s)
--------------	------------

Question (s)	Answer (s)
--------------	------------

Online Resources

There are many website that offer revision too.

- GCSE Pod has a range of short videos or 'pods' for every exam board and subject
- BBC Bitesize has good revision sources for a wide range of subjects
- Some subjects use extra sites like Educake, or Seneca learning.
- Quizlet uses a system of online flash cards to test and consolidate your knowledge
- Kahoot offers quizzes

A word of warning. Refer back to your list of subjects and exam boards. Different exam boards have different content so you may end up learning things that you don't need. Sites like Quizlet and Kahoot offer materials that are made by other users so beware of poor quality resources. Seneca Learning, Educake, Bitesize and GCSE pod are all produced by professionals so you are assured that the quality is good.

Revision Space

Use the remaining time to practice revision techniques. Good luck!

[illegible]

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

