

# Revision Survival Guide

## Taking the Exam

Remember that examinations are not designed to catch you out, but to find out what you know, what you understand and what you can do. If you have prepared well, you have nothing to fear.

### A Month Ahead

Check your exam timetable

Do you know the time and place of each exam?

Put your exam timetable where you can see it every day.

What equipment will you need?

What equipment will be provided?

Is any equipment not allowed in the exam?

Remember... each kind of exam – written, oral, aural or practical – has its own particular requirements.

### A Few Days Before

Go through your revision cards, checking again questions used in the past.

Do not try to learn entirely new work.

Get all your equipment ready – pens, pencil, calculator – and SPARES.  
Check that everything works!

Keep to your usual routine – do not sit up all night revising.

### When the Day Comes

#### Before the exam

Give yourself plenty of time.. Get up early... don't rush.

Avoid the pre-exam 'worry session'.

#### In the exam

Read the instructions carefully. Listen to what you are told.

Read the questions carefully. Underline, or highlight, key words or phrases in the questions.

Divide up your time according to the marks.

Do the right number of questions.

**THINK** before you write.

Leave time to check your answers.

# Revision Survival Guide

## Revision

Revision is a process in which you sort information into small units which will help you to learn the necessary facts and to understand and be able to use information you may be given in an examination.

### Planning Your Revision

Review your course

Have you got a copy of the syllabus?

List the topics included in the course.

Group topics together.

Decide on your priorities for revision. Best and worst topics/what is asked regularly?

If you don't understand a topic ask your teacher for help.

Get hold of past examinations paper/questions. Your teacher may be happy to lend you past papers.

You may go through them in class.

Revision guides often contain these.

Draw up a revision timetable.

What is your concentration level? Most people need to take a break of 10 minutes after about 45 minutes of study.

Decide how long you need to spend on each topic and draw up a timetable.

Try to revise different topics in each revision session e.g one topic in the morning, one in the afternoon. Concentrating on just one topic at a time is less effective for most people.

Decide on the best time to study – when your concentration level will be at its highest.

Set yourself target tasks and dates.

Leave time to relax and socialise.

### Ideas to Help You Revise

Make your notes imaginative and creative. This will help you recall information more easily.

Stick important bits of information on the walls of your room to use as a memory jogger.

Record information and play it back when you are relaxing or doing a mundane task e.g. doing the washing up.

Study with a group of friends. You could test each other, try different examination questions and share the results and discuss topics to check you all understand them.

**Read around the topic. It may help with understanding in depth.**

### The Practicalities of Revision

Have a special place for revision. It should be comfortable and not too hot or cold.

Prepare for revision sessions. Have a snack and drink and go to the toilet **BEFORE** you study.

Take care of yourself. Eat good regular meals. Take regular exercise. Have leisure time. Learn to control stress.

# Know What Examiners Want (or Don't Want!)

Examiners do want...	Examiners don't want...
To give you marks! Exams are not set to catch you out; they are to give you the opportunity to show off what you know and what you can do.	To take marks away.
You to answer the quest that is set. Make sure that you read questions carefully and don't interpret the question to be something you would like it to be.	Waffle and bluffing. Try to stay on the topic of the question, don't go off the point and fill two sides of paper with irrelevant stuff.
To be able to read your work. Don't rush to the point where your writing is illegible.	A messy paper.
All the questions to be attempted.	Extra questions to be attempted. This will not gain you any extra marks; you will have wasted time when you could have spent more time answering the set questions.
Short, simple, direct answers. Unless it's a longer extended answer	Answers that use big, fancy words just for the sake of it. This will not gain you extra marks. Know your key vocab and use it well but don't over-elaborate.
Opinions to be back up by relevant statistics and facts.	Opinions that are not backed up. If you are going to say, "I think," or, "I believe," make sure that you know enough facts from the subject to put in after it.
All parts of questions to be answered.	You to neglect the second part of a question. This is a very frequent mistake and is why its so important to spend time reading the questions. Look for two part questions and make sure you remember to address both parts.
Standard English. Use technical vocabulary.	You to use slang. You are not texting your mates, you are answering exam questions. Make sure you use fully extended words and phrases and write formally.
You to answer the question immediately. No need to write an introduction – just get on with it.	You to copy out the question, or introduce it with a long background paragraph.
A structured approach to your answer. Something as simple as a beginning, a middle and an end. Your teachers will have given you specific ways to approach questions.	A written answer without paragraphs.