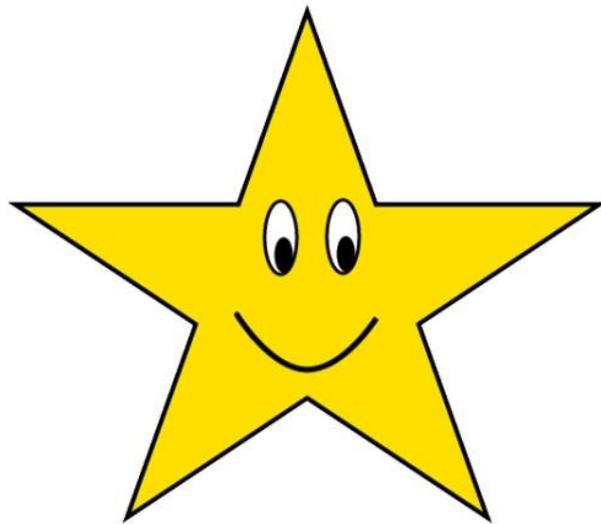


Williamwood High School



Curriculum for Excellence

Study Skills



Learning to Learn

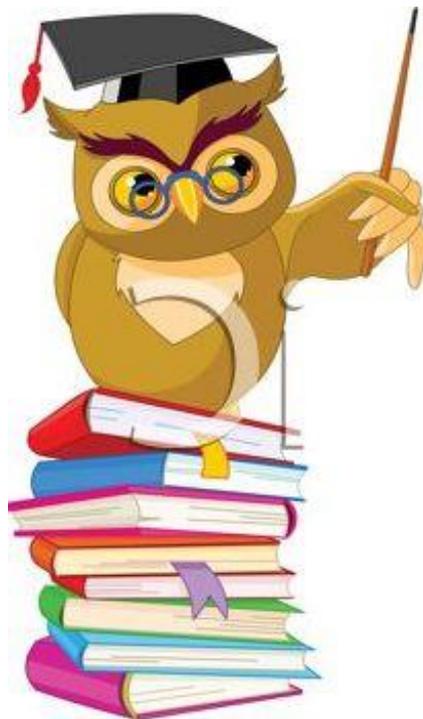
for the Broad General Education

Learning to Learn

As pupils move through the Broad General Education they will need to develop their learning styles to meet the challenges of this phase of their school life.

This aims of this study skills guide are:

- ★ to help pupils, parents and carers to learn to learn;
- ★ to find out which style of thinking and learning works best for each pupil;
- ★ to develop study skills and techniques that can not only be used at school or home but for lifelong learning;
- ★ to promote the support and resources available to all pupils in school; and,
- ★ to offer advice on how parents and carers can help pupils study at home.



Thinking and Learning Styles

Every learner is different and unique in the way they take in, process and retain information. There are several learning and thinking styles. The key ones are:

- ★ auditory – learning through listening
- ★ visual – learning by reading
- ★ kinaesthetic – learning by doing

Pupils often respond to a mixture of all of these types of learning, but may show a preference for one or more.

Understanding how a pupil learns and thinks best is the key to implementing successful study techniques.

To help identify your preferred style of thinking, answer the question below:

Question:

You want to write down a word but you are not sure how to spell it. Do you:

- A sound out the word in your head, breaking it down into chunks?
- B imagine the different spellings and the shape of the word in your mind?
- C write down the alternatives and go with which looks right?

Answers:
A = preferred thinking style is auditory
B = preferred thinking style is visual
C = preferred thinking style is kinaesthetic.

Useful Study Techniques

The Three R's

Review → Remember → Recall = *Active Study*

According to Cochrane (2015) studies have shown that many of the things we learn are forgotten within 24 hours. This highlights the need to regularly review and revise work carried out in class. The more often work is reviewed the more likely it is to be committed to memory, as the brain builds stronger and stronger connections making it easier to recall and apply knowledge.

Review

Effective reviewing needs to be active. For example: making mind maps of key areas; using study card to break down large pieces of information; or using an online revision tool to test knowledge and understanding.

Remember

To commit knowledge to long-term memory, reviewing of work needs to be revisited throughout the year.

Recall

This is the measure of how effective the reviewing of work has been to enable the learner to remember it. It is good practice to mimic test conditions and test the learner without access to notes or stimulus.

Effective Studying

The best way to study is in a planned and focused way.

Follow these simple steps to create a calm yet industrious study session:

- ★ Set up a quiet and spacious work area, with all necessary equipment to hand.
- ★ Ensure that the learner will have no unnecessary interruptions or access to a mobile phone or social media (these can be scheduled into breaks).
- ★ Set learning goals that are *SMART*:
 - S*pecific
 - M*easurable
 - A*ttainable
 - R*ealistic, and within the
 - T*imescale.
- ★ Choose manageable chunks of work to study in an active way, using Learning Outcomes if they are available.



Study Planner

As pupils progress through their Broad General Education, and embark on the Senior Phase of schooling, they will need to fine tune the organisation of their studying.

Creating and using a study planner is a good habit to encourage. Below you will find some useful tips and hints.

- ★ Download the study planner from the pupil section of the school website.
- ★ Make it appealing but don't waste too much time creating it.
- ★ Schedule in homework, revision and leisure activities.

PUPILS

Alcohol and tobacco - legal warning

Child Protection Information

Easter school timetable 2017

ERC Internet Safety Powerpoint

Extra curricular activities 2016-17

Information for pupils

Internet Safety for Young People

Music instrumental timetables

National Entitlement Card

Prelim Timetable 2016-17

Pupil Council 2016-17

Pupil newsletter

S3 Examination Timetable 2017

S6 Committee of Management 2016-17

Student study planner

Supported study schedule 2016-17

	Monday	Tuesday	Wednesday	Thursday	Friday
4					
4.30					
5					
5.30					
6					
6.30					
7					
7.30					
8					
8.30					
9					
9.30					

Support for Pupils

There is a wealth of support available to pupils which can be found on the school website.

Pupils are encouraged to talk to their class teachers about their progress and to seek help if and when they need it. Teachers are very accessible in school and are always happy to help with problem homework exercises or to clarify classwork.

Study Techniques

The study skills evening endeavours to give parents and carers a flavour of the study techniques pupils generally find most effective. They are:

- ★ *Mind Mapping* – breaking down large pieces of information, or whole units of work, and structuring them in a way that shows links in learning and ways to remember them.
- ★ *Study Cards* – how to quickly and effectively commit learning to memory.
- ★ *Information and Communications Technology* – how to effectively use the internet and smartphones for studying.
- ★ *Effective note taking and literacy skills* - Focus on reading, text analysis and identifying appropriate reading materials to develop vocabulary across the curriculum.

Other Effective Study Techniques

Using Notes Effectively

Pupils like to read over notes, which is a useful start, but is not the best way to commit learning to memory.

More effective ways of utilising notes can be found below:

- ★ Highlight key terms and write definitions on study cards.
- ★ Group key words together to make links in learning.
- ★ Use prompts, such as mnemonics, rhymes, abbreviations, text language, mind-maps etc.
- ★ Make notes look attractive and well-ordered so they are easier to read over.
- ★ Make sure quotes are referenced.
- ★ Use diagrams and pictures associated with the topic.
- ★ Use the 'look/write/cover/check' process for testing recall of knowledge.



Do You Want Me To Test You?

Parents and carers often want to help pupils study and it is common to offer to test them on their knowledge and understanding.

Here you will find some useful strategies:

Study Cards

1. Ask the pupil to write their own questions and answers on a study card and you use them to quiz your son or daughter.
2. Ask pupils to write key words and their definitions on study cards, and use them as quiz cards, either reading out the definition and asking your son or daughter to identify the key word or vice versa.

Memory Games

Ask pupils to create a revision poster about a key area. If available, encourage them to use Learning Outcomes to inform them of what they need to include.

Choose one of two options to quiz them:

1. Allow the pupil to look at the poster for 1 minute. Take away the poster and ask the pupil five questions about the content or use Learning Outcomes as quiz questions.
2. Read all of the information aloud to the pupil. Then read it again. Ask the pupil five questions about the content or use Learning Outcomes as quiz questions.



Homework

Homework reinforces learning and consolidates and develops classwork. It is also a very useful assessment tool for class teachers. It gives pupils the opportunity to:

- ★ reflect on classwork;
- ★ help to commit classwork to memory;
- ★ carry out further research on a topic to widen breadth in learning;
- ★ practise skills and techniques;
- ★ practise for tests; and
- ★ prepare for assessments.

The Pupil Planner

The image shows a page from a pupil planner. At the top, there is a header with the text 'ADOT • AUBUST • ABOSTO • AOSTO • AWST • AN LONASTAL' and a calendar grid for the month of August. Below the header, there are two main sections for the days 16 and 17. Each section has a header for the day and date, followed by a grid of subject columns and a 'DUE' column. The subjects listed are: ENGLISH, MATHS, SCIENCE, HISTORY, GEOGRAPHY, PE, MUSIC, ART, and DESIGN. The 'DUE' column has two sub-columns: 'DUE' and 'DONE'. Below the subject grid, there is a section for 'NOTES, REVISIONS, COMMENTS, REVISIONS, REMINDERS TO RECORD YOUR ACHIEVEMENTS'. At the bottom, there are two lines for 'SIGNATURE OF PUPIL' and 'SIGNATURE OF TEACHER/TUTOR/LEARNING CO-ORDINATOR'.

Effective use of the pupil planner is paramount in ensuring organised and efficient homework. Parents and carers are encouraged to look regularly at pupil planner and to promote the importance of organisation and working to deadlines.

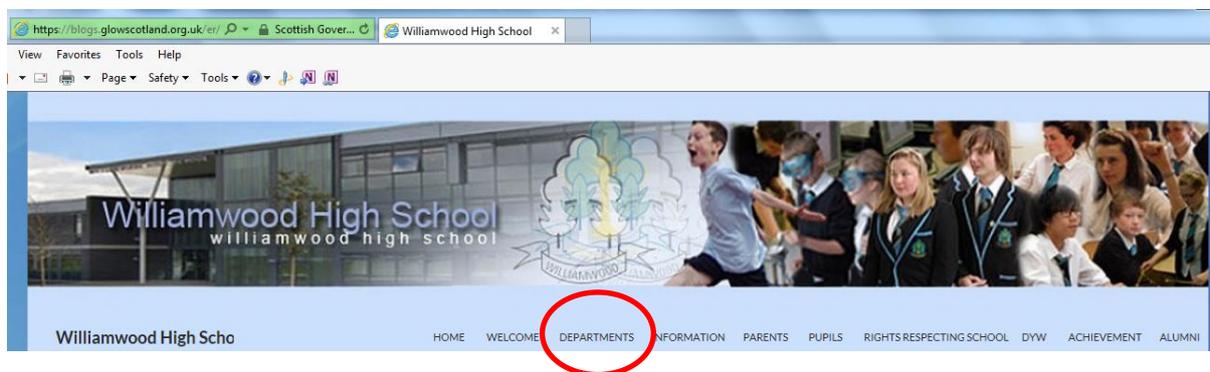
Pupils are invited to keep a record of their attainment in each subject in the yellow page section, and key words can be recorded in the glossary section found in the blue pages.

ICT Resources

Using the web effectively

Many websites are stimulating and will motivate and inspire pupils to study. A host of websites offer interactive activities and stimulating media that can hold the key to understanding a concept.

The best relevant and engaging content, including links to external websites, can be found via our departmental websites.



GLOW

Education Scotland's website 'Glow' is the world's first national online community for education. A link to the log-in page can be found on the 'quick links' section of the school website. This website gives information about games-based learning and how pupils can log in to access the huge bank of resources available for 3 to 18 year-olds.

Pupils who have forgotten or misplaced their log-in details can speak to any teacher who will request replacements for them.

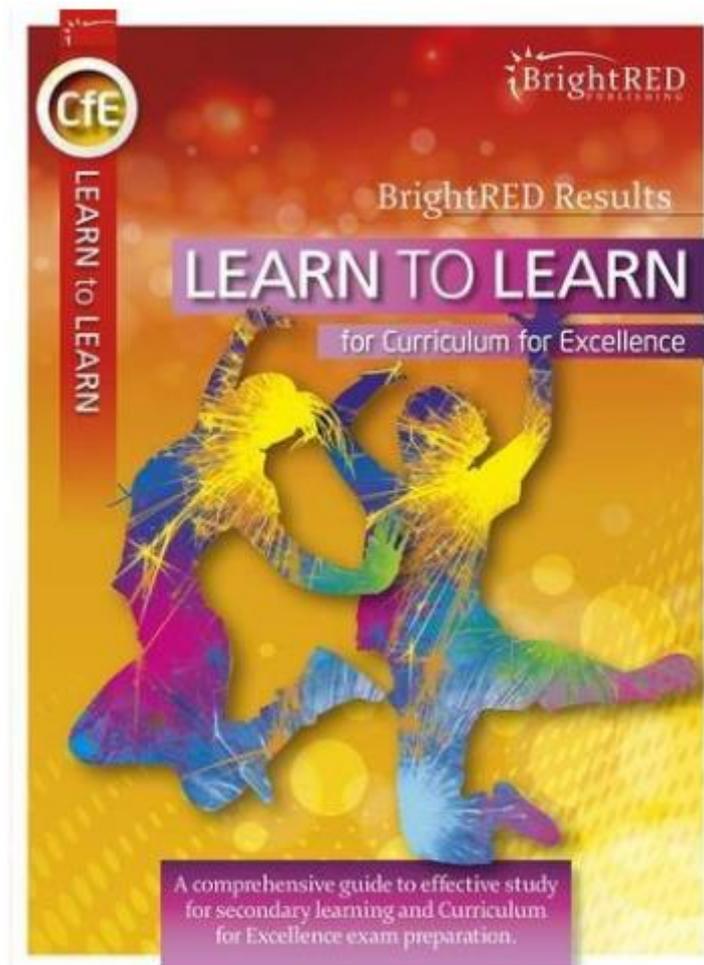


References:

Cochrane, S. (2015) Learn to Learn for Curriculum for Excellence.

Bright Red Publishing.

If you wish to purchase: ISBN 978-1-906736-68-2.



NOTES

NOTES