



SENIOR PHASE STUDY SKILLS BOOKLET

learned
passing network ability efficient tackle
Strategies Effective assessments taught works often field
successfully Stella considered termed dealing websites number discrete useful
university Techniques intelligence retaining particular reading inherent array
fields process grades approaches generally therefore lists
Techniques Understanding styles concentration one's organizing taking
books level general throughout strategies notetaking increasingly
learning applied information new effective mnemonics mind-mapping
guides school aid specific throughout life study strategies
critical music distinguished Examination left student include good motivational
Study time retain technology support Cottrell aspects assists skill management high Respicius
success broad short essential abilities Buzan's recall usually available must
boosts

Study Skills

"I know I need to revise, but I don't know where to start.



"No matter how many times I read this page, I don't seem to be able to remember it."



"I always get stressed out about exams."

Have you ever felt like this?

Don't worry, lots of people face these sorts of problems when they are trying to study and there's lots of help and advice available to help you overcome these difficulties. On this page you'll find links to resources to help you learn how to learn.

Remember that if you are struggling with a particular subject you should talk to your class teacher about it and explain what you are finding difficult. It's important to remember that if you are feeling really stressed out about any aspect of school work then it's time to talk to someone about it and get some help.

Useful Websites

- If you're sitting National Courses or Highers, you'll find the exam timetable, and 'The Arrangements' (course requirements) for each individual subject on the Scottish Qualifications Authority's (SQA) website. www.sqa.org.uk
- Another good place to start is the Revision and Skills page on the BBC website. It has sections on Revision, Exams, Skills (e.g. tips on doing Research and on giving Presentations), and Stress & Health. <http://www.bbc.co.uk/scotland/learning/studyskills.shtml>
- **Quizlet – quizlet.com** Ready-made study cards are available in many subject areas as well as study diagrams. This app can be downloaded onto your phone to make up revision Q & A which you can access easily. Study cards can be shared among friends which can help share the workload within study groups. <https://quizlet.com/en-gb>
- Revision tips and revision games available on BBC Brainsmart - www.bbc.co.uk/scotland/brainsmart/
- The BBC Bitesize website had this Exam Survival Kit which includes a page on Revision Techniques. When you are preparing for exams it is important to plan your study time. The BBC Bitesize website also has this Weekly Revision Planner to help you organise your time. www.bbc.co.uk/education

Good Study Habits

Know Your Dominant Learning Style

Once you have figured out which style of learning works best for you, it will help you determine how to study. Look at the 7 styles of learning poster for ideas. Highlight some ways of learning that may suit you or you may wish to try.

Create and Write Down Realistic Study Goals

- Write down realistic goals that include a deadline. If you do not set up a deadline, you will not be motivated to do the work on time. Make it an achievable goal to help motivate you

Think of the following

- When do you usually study and for how long
- Do you find that it is effective?
- What subjects do you need to focus on or are having difficulty with?
- What grades do you need to have in order to gain an A pass?
- What are your personal commitments and priorities?



Make Study Time a Part of Your Daily Routine

- Remember that consistency is key and once you start getting into good study habits, it will become a routine that you will be able to maintain throughout the school year.
- Check your schedule for the week or month, and consider your personal commitments: must-attend activities and appointments. Identify available time and then stay committed to your study schedule.

How to Structure Your Daily Study Routine

- Do an additional 1-3 hours of personal study (with breaks) to reflect and review notes on lessons. Repetition will help you remember what you learned more clearly.
- Start with the difficult topics and subjects first, so that you do not put them off until a later date.
- Schedule study sessions in 2, 30-minute to 1-hour blocks and be sure to take short 5- to 10-minute breaks in between to revitalise and be ready for more learning.
- Prioritise your assignment dates: write down every assignment or task when you first hear about it instead of just “remembering” it.
- Include important details such as page numbers, due dates, test dates, pointers, or anything else that might be helpful when writing assignments down.
- You can use colours to colour-code your subjects, projects and even teachers. You can also use different coloured pens, highlighters, sticky notes, folders and labels.

Establish a Study Zone

- Establish a study zone. Some people like quiet places, others will need a little bit of background noise. Get rid of all distractions. Don't choose a place where you will be tempted to watch TV, check in with your smartphone etc
- Make sure you have the necessary items with you when you study. You'll need a desk / area that's big enough to spread your books, laptop, paper and supplies.
- It's best to find not just one place to study, but at least 2 or 3. This way, you will have a backup plan in case your main study area can't be used. Remember we can always find you a space in school.
- Choose to study offline as much as possible. There are way too many distractions that are only a click away. If you need to check something, write it down and check it after your study session.

Take Great Notes

- It's important that you develop your note-taking skills so that, when you review them, they are beneficial and will help you study and remember important information.
- Remember that you don't need to take notes of *everything*! Only write down what is important; if the teacher keeps repeating something or has written something down then, you should take note of this.
- Your note-taking style might also depend on your learning style like we mentioned above. Perhaps you might need to draw little diagrams in your notes if you are more of a visual learner.
- Another fun way to remember things is to use mnemonics for better memory recall. For any type of list, steps, stages or parts you can use mnemonic devices to help you retain information. Mnemonic types include: music, name, expression, rhyme, spelling etc..

Review Your Notes

- Before and after your study sessions, you should always skim your notes from the recent lesson or topic you studied before starting on a new one. Reviewing your notes once before going to bed will also help to cement new knowledge into your brain.

Consider Joining a Study Group

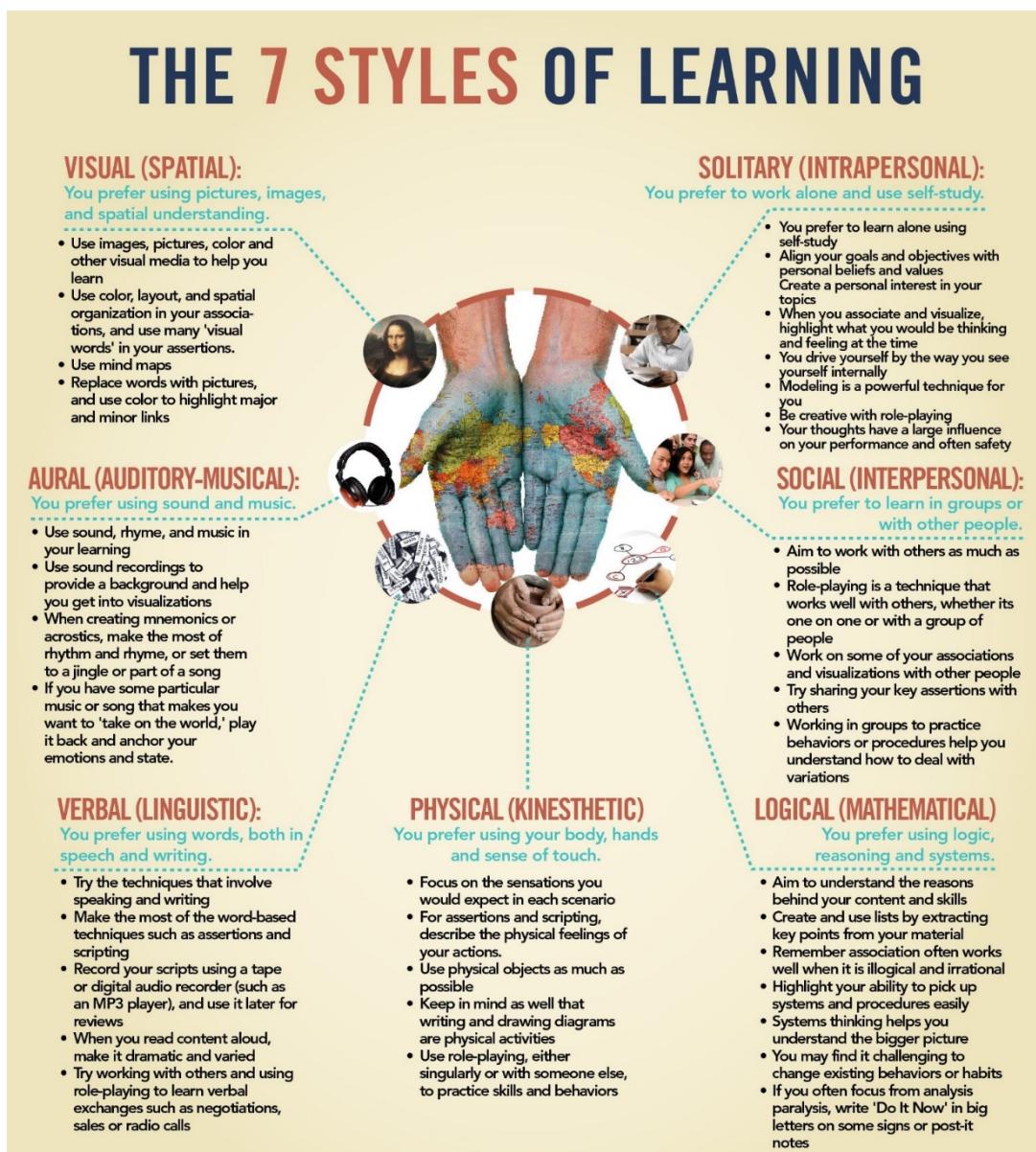
- If you are a social learner then you should consider joining a study group. Study groups can help you remember class material better. You can ask questions to clarify difficult points, and hear questions that others have that may be beneficial for you to know the answer to.

Get Enough Sleep and Rest

- Good study habits require you to be fresh and sharp. A good night's sleep is as effective as a night cramming for a test could ever be.

Create a Daily Study Timetable

- Make sure you track your grades along with your study hours and lesson notes to see if your new studying techniques are helping.
- Remember that throughout school, work and life, you will always need to be learning something. When you have set up the proper studying techniques and note-taking skills, you are giving yourself one of the greatest gifts possible, the ability to learn.

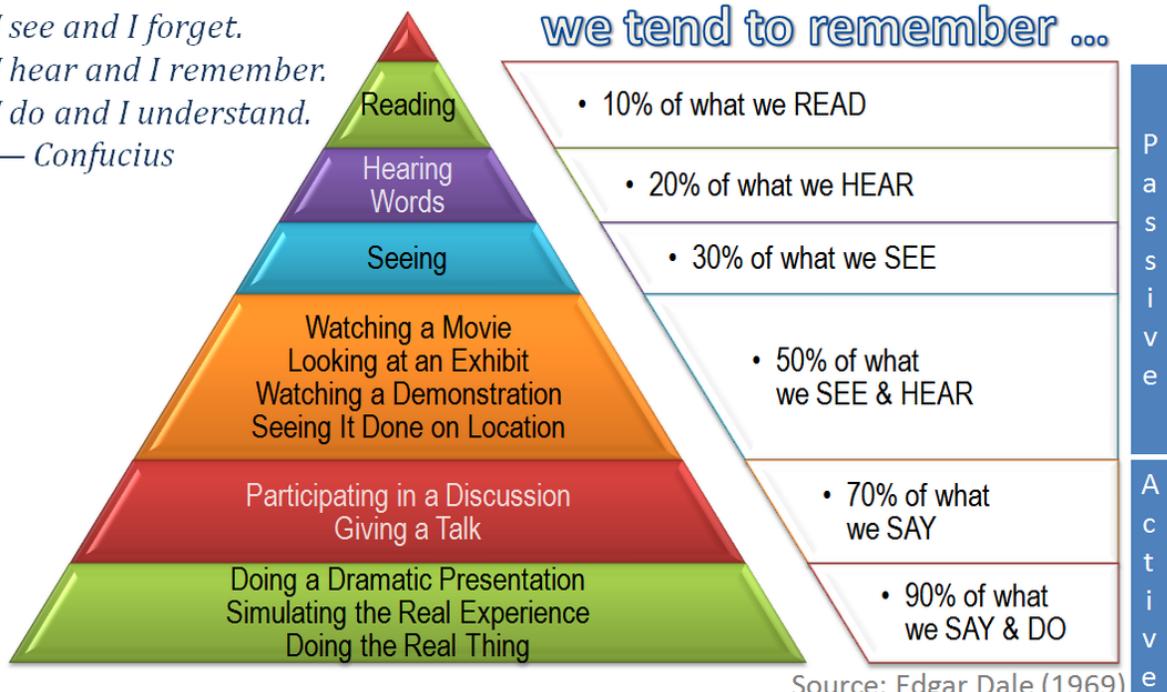


Remember - "I'm responsible for my success!"

The Cone of Learning

sparkinsight.com

*I see and I forget.
I hear and I remember.
I do and I understand.*
— Confucius



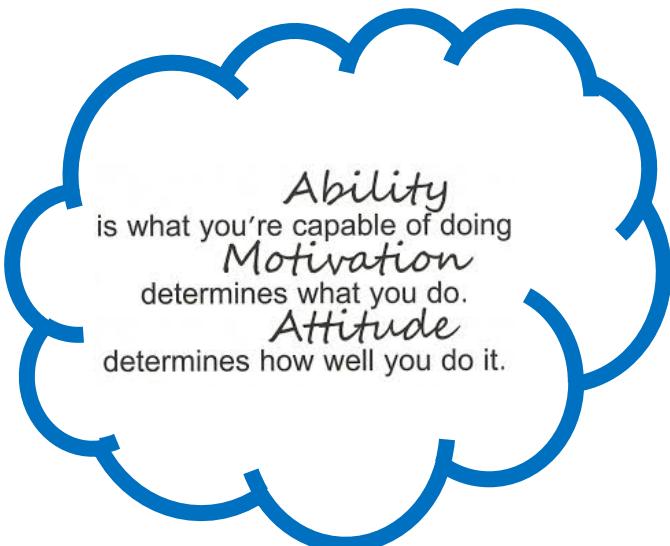
Each night – some examples of what you should be doing

Practical

- ✓ Check you have completed all homework to the **best of your ability**
- ✓ Make sure you have all the materials you need for the next day
- ✓ Make sure your bag is tidy and take out, file and store any materials you don't need for now.

Study / Revision

- ✓ Take each subject in turn and try to remember what the main points of the previous lesson were – check by looking in your jotter, notes, or textbook. Write or type up – card, paper.
- ✓ Summarise topics, sections in the way that best meets your learning style – mind maps, question & answer cards, tables, lists etc.
- ✓ Go further back and try to remember what you learned in previous lessons. Read over previous chapters, sections, notes.
- ✓ Make a list of things you would like to find out about subject content and haven't asked. Ask your teacher at the next lesson or during supported study classes.
- ✓ Contact your friend and test each other / talk about your learning that day.
- ✓ Use post it notes/ postcards for facts or question/answers. Or make revision cards on Quizlet to have a bank of questions for exam revision.
- ✓ Use pre-prepared Quizlet Q & A for revision.
- ✓ Attend supported study classes during lunchtimes and after school where you can. Starting early will ensure good habits and consolidate new knowledge.
- ✓ Make flashcards posters, post it notes and place these around your room before assessments.
- ✓ Practice questions – past papers, previous examples. Perfect practice makes perfect!!
- ✓ Look at some of the useful websites from P1 of this booklet.





Imagine with all
your mind.

Believe with all
your heart.

Achieve with all
your might.