

How to Revise.

Whatever you decide to do, start planning it now! And don't forget that, although it's hard work, it is worth it in the end.

Think of that long summer waiting for you to reward you for all that hard work!!

Oh yes, I almost forgot...

GOOD LUCK!

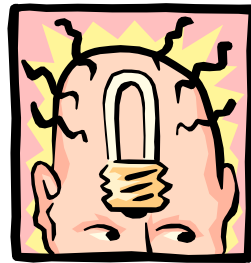
And remember.....Your examiners are looking for an excuse to CHUCK marks at you. They want to see what you know, not what you don't know.

This is your chance to shine. REALLY shine. So get stuck in. Revise. Put the work in. And I'll see you at the prom with a massive. Smug grin on your face!

*Mrs SJ Bryant.
The Revision Meister!*



How to be a Revision Meister



How to Revise!

You have almost survived the course and now you have to revise. You've had a go in the past, but no one has ever taught you how to revise! So what do you do?????

I'll start by being honest!

Revision is hard work.

BUT once you start and the more you do, the easier it gets. (Just wait till you start to learn to drive a car.... and you thought this was tough!)

You need to start early. You need to plan ahead. You have to be like a military General and plan ahead, allowing treats and rewards for your efforts.

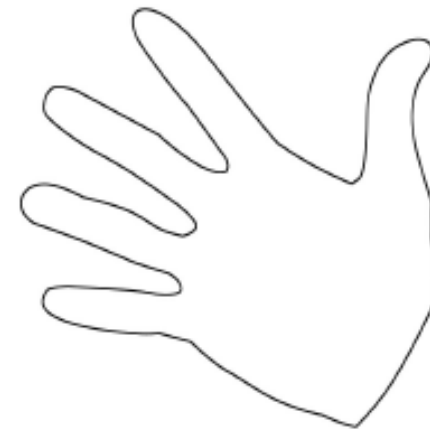
This booklet will give you some ideas.

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15. The Hand print.

This is a simple idea for learning an event that contains multiples of 5 because you have five fingers on one hand. Remember the military restrictions on Germany in the Treaty of Versailles?
Could easily apply to



15. Create your own Podcast.

Dead easy! Get thee to Movie maker or Nero or what ever you have and start creating. Plan it all out first and then go create. Record your voice to explain. Start your own YouTube channel and get fans! Okay, so the last one may be a bit too far, but why not share your ideas!

16. YouTube.

For years, teachers have been creating podcasts and sticking them on YouTube. Added to this, loads of great stuff from the History Channel, Discovery Channel and the BBC are on there too!! Start searching and get watching. Make notes as you watch! You will forget so easily! But at least these will give you a flavour of the events being studied. Ask teachers for specific ideas for other subjects!



13. Key Words.

This is a simple idea. Have key words that will kick off an idea about the topic being learned. For example, the key words that describe each stage of a chemical reaction, the words that describe the main agreements from the Potsdam Conference and so on. Create posters out of the key words. Make a story up from the key words.....Use your imagination!



14. Story Time.

It is possible to learn the whole of the periodical table in an afternoon or the order of a pack of cards. How? The Memory Man uses a story for his imagination to latch onto. He will start at the beginning and think of an image that includes what he is trying to remember. Then he will walk to the next image and this will include the second image. He will then walked back through one and two before creating a third image. To make it easier, imagine the story takes place at a zoo. Have each animal with something to remind you of the event or fact you are trying to remember. Don't believe me? Google the memory man and see for yourself.

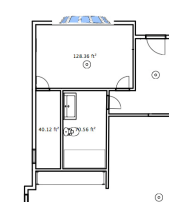


Find a Place to Study!

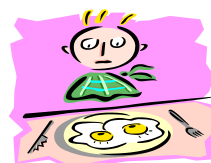


Find somewhere nice to work. A home office or study would be best. If you have one, tell your family how important your revision is! Negotiate a time-share and stick to the agreement. (If all fails, I hear that a *good sulk* is very affective in teenagers!)

The dining room is probably the next best place, but the chairs are not always comfy. This room can be too close to the distraction of the kitchen and if your dining room opens out into the living room, it's a non-starter.



The bedroom is another place as it's quiet. If you have a TV, X-box or iPod I suggest donating them to a family member until your exam, or hide them! But the biggest problem with the bedroom is the *bed!* It is sitting in the corner saying 'sleep!', which is not good for study! And if you share a bedroom, it can get very crowded!

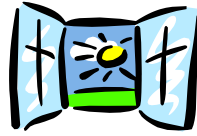


Then there is the *library.* You can't have your kettle or food with you, but it is quiet, warm and full of lots of reference material! (That's books to us grown ups!)





Positioning the furniture.



You have found your space and you are ready to work, but where do you put your desk? If the desk is facing the window, it is far too tempting to look out and watch the world go by. (And they seem to be having far more fun than you are!) If the window is behind you, then you are *in* your own light.

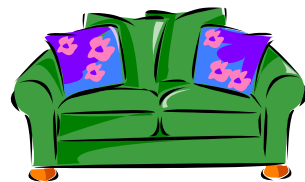


The best idea is at a 90° angle to the window. The light will fall across the desk and you can look sideways out of the window for a few seconds when things get a bit dull! (Don't spend ages doing it; it's a real pain in the neck!)

Office chairs are best. They have padded seats and some have armrests. (Just check out the boss's chair.) You need to make sure that your back gets the support it needs while you are working. The idea is to revise, not make yourself ill, get a bad back and be crippled by the time the exam comes around.



BUT not **too** comfortable. The idea is to be sat upright at the right height to the desk, not slumping down into deep cushions and dozing off.



3 So you can forget the arm-chair!!!!!!

14. Make a recording

You may not think of this straight away and you may feel a bit daft, but try taping yourself reading things aloud and play it back to yourself over and over again. Have a go; this is how singers learn their lines! They sing it over and over again until it is automatic. You could complete a radio play based on events, but stick to the facts. Play these recordings over and over again.

Read out the main points you need to revise. Include music if you want. Create a rap or a song. Heck, make and record a play! Use your phone and record a top track. Or create a cartoon. Use Lego! Some of the best resources for the stories from the bible I have used in teaching, have been made using Lego. Hitler becomes Darth Vader. Eisenhower is Obi Wan Kenobi. You get the drift. BUT you have to stick to the facts AND you can not let the glib one liners that kept you going on a rainy Sunday morning creep into the final exam.



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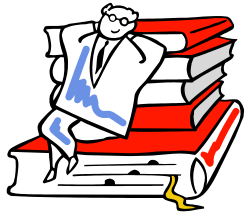


13. Your teacher.

They've spent all this time getting you to this point and they still want to help you!!!! (Must be mad.)



Ask them if you don't understand something, missed something or you lost something! Ask them for past papers and to read what you've written to check that it's right. Listen and follow their advice. The only thing they want is for you to do well! Some Internet sites now have an 'ask the teacher' button.



You could ask for a copy of the exam syllabus. (This is the book that has all of your exam details in it, including a list of things that may be on your exam.) This could be your checklist. BUT the whole book is very complicated and very boring; so ask for a copy of the list of items you need to use as a checklist. Some exam boards have their information on a website, so make sure you know the **EXAM BOARD** and **SYLLABUS CODE** or you'll have no chance of fin



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Lights.



Bright lamps are best, especially those with halogen bulbs, as they give off a whiter light, which is easier to read and work with. You can get ordinary white light bulbs because artists use them. These lights give off a more natural, bluer light than the yellowy bulbs we usually use.

Don't use candles! Doh!



The top of my desk!

Ok, so you may not be God's gift to organisation and let's face it, you've all seen the state of *my* desk, but it's easier to be organised when you are revising. Organised files are helpful and if you use colour, that's even better! Colour coded information makes it easier to learn too, as your brain likes to use colour to remember something by.

Things to buy....

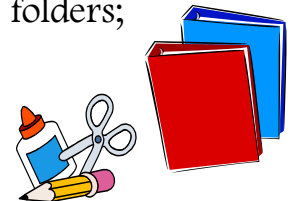
You've decided where to work, but what now? The following things are useful, but not necessary: *they will make your life a little bit easier.*



Ring binders and dividers; highlighters; coloured paperclips; post-it notes; coloured pencil crayons or felts; lots of plain and lined paper; pens of assorted colours; business note cards; pencils; sharpeners; rubbers; rulers; plastic wallet folders; note books; blue tack etc...

I feel a trip to Tesco, Asda, WH Smith.....

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Get colourful ring binders and start colour coding your revision. You could use the colour of books the departments in school use! Keep your stationery under lock and key. You'd be surprised how many pens and pencils a home can swallow up!

When do I revise?

PLAN IT!



8 to 10 subjects is a *lot* to revise, so make up a *timetable* and stick to it! Make a checklist and tick each topic off as you visit it. Watch the number of ticks grow each day. This will increase your confidence and make you feel much better about what you've done. (Never underestimate the power of a tick!) DO NOT TRY A BIG PIECE OF INFORMATION IN ONE GO! Start small. I mean small. Try 3 facts at first. E.G. just revise the weakness of the Weimar Republic AND then pick another subject for the next little fact revision and so on.

This is like the military remember. You might not need combat pants and shoe polish on your face with twigs and leaves sticking out of your hair, but plan your revision!

Times of day.

Daylight is wonderful and it helps keep us awake. The bad news for us owls (who like late nights and even later mornings) is that the *morning is our best learning time*. (Yup, groan along with me.) If you sleep too much or not enough, you'll be tired, grumpy, become prone to bad headaches and illness and you're IQ will eventually start to suffer. I mean it. Lack of sleep makes you dumber. The idea is to revise, not get ill. Aim for 7 to 8 hours sleep a night and *no lie-ins!* Get in that routine now!!!! (You can have the whole of summer to lie in if you want to!)



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11. Post-its and memo pads.

These are excellent! Write down important facts and stick them on the wall in front of you. Write loads of stuff down on different notes and put them in the correct order. Make a flow chart, spider diagram.... Put them on the fridge. Put them on a mirror. Cover your posters on your bedroom wall with them. BUT READ THEM EVERY DAY. They are there to make you remember things. That's why some clever person invented them in the first place!



12. Test yourself.

Use tests from the revision books, web sites, from teachers or make up your own! Start with simple tests with one word or simple answers. Mark your tests and see where you went wrong and be proud of the ones you got right. After a while you'll be getting more correct ones!

Ask for some past papers or use example questions from revision books or the BBC's Bitesize revision programmes or website. (They show you the answers and the GCSE grade you'll get, so see where you can improve on your grades.)

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9. Highlighters and extra research.



Even with revision, you can't beat a bit of extra research! Get copies of things. Download them or print them out. When you have the work on paper use a highlighter pen to 'flag-up' those things you need to know or what you didn't know already. These are ideas and knowledge that you can copy out later.



Go through all of your notes with a highlighter. Pick out the important points of each passage. Copy these points out and then go through with a highlighter and again, copy out the important bits you've highlighted. Eventually you'll end up with a few words. Now write out everything you know about those words and then compare it with your first piece of work. What did you leave out?

Or... You can turn the highlighted sections into a flow chart, spider diagram, or a chart...

10. The Poster.

Turn the information into a poster! Make it eye-catching and packed full of all the information you need. Use symbols and clip art. Use loads of colour and attention grabbing slogans. Get pictures from the Internet or magazines to add information to the poster. Stick it up on the wall and read it twice a day. Turn the information into a flow chart, a spider diagram...

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That brings me onto things you should avoid!



Drink anyone?

Alcohol is a big no-no! (Not that you would consider it anyway! (YOU'RE TOO YOUNG!)) It wakes you up in the middle of the night and makes you thirsty, which will give you a headache. It affects your judgement and plays havoc with your liver. Tea and coffee are okay, but only in small doses and never after 6pm. (That goes for Pro-Plus and Red Bull too.) Caffeine is a poison, just like alcohol and they both make you wee more. (You could spend half the day on the toilet!)



So, drink fruit juice or milk or even water. They're full of goodness and the liquid your body needs. They taste nice, will **not**: keep you up half the night, make you do stupid things, affect your memory and they won't stain your teeth. And dehydration will give you headaches and stops your brain working efficiently, so not drinking enough water makes you dumber.

Food for thought.

Try not to revise on a full stomach! After a big meal, you are tired because your body is using up energy digesting your monster meal! But you can't revise on an empty stomach either! **Avoid** fatty foods or carb rich foods. Sunday lunches and special fried rice dishes are not on the revision menu! Small sandwiches are! Salads with small amounts of fish or meat are just right. (Just don't go overboard and put a small cow in it!) Use fruit to snack on. The idea is to revise, *not* put on weight! (Oily fish is FAB!)



6



A healthy body is a healthy mind!

Yes, I am telling you to exercise! It's not good for you to be sitting down all day, but that does not mean you can spend the day playing football with your mates! If you play sports regularly, then try to keep as much of your routine as possible. If you are a bit of a couch potato, then try some



brisk walks.

Walks are great.

This time will allow your brain to reflect and think about the work you have done, lower your blood pressure, exercise your heart, get you lots of fresh air and help your body *help* your mind to concentrate.



Walk the dog, if you haven't got one, ***borrow*** one.



BUT don't use the walk times as an excuse to visit a mate's house, spend three hours in the company of Lara Croft or do a little retail therapy at Primarni.

Temperature.

Bet you didn't think of this one! If it is too hot you'll want to fall asleep and if you are too cold, you'll never be able to concentrate. So keep the heating to quite warm and have a window open so that you can get some fresh air. This will keep you awake and alert!

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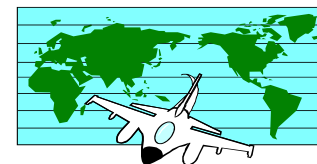


7. Mnemonics and codes.

This is like the last idea, but now the letters say a word. You've already met these in English.

The first letter of each word is used.

So the **N**orth **A**tantic **T**reaty **O**rganisation becomes **NATO**.



The first letter of each word is used to make series of letters you know. So the **R**oyal **S**ociety for the **P**revention of **C**ruelty to **A**nimals becomes the **RSPCA**.



You can create funny ones, silly ones, rude ones etc. The better they are, the more likely you are to remember them. (Just don't write them down **IN** your exam answer!!) (And if they are rude, *think* before you tell any adults!)



Write these down on notes and stick them up where you can read them everyday! Create a poster with them. Acrostic poem? Colour and shade, illustrate!

8. Colour coding.

Use a different colour for a different theme of revision. In the Cold War, Red could be for Berlin, Blue for Hungary, Yellow for the Conferences and so on.

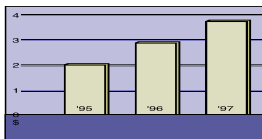
Write your revision facts on card and use coloured paper clips to clip common ideas together. Copy them out, read them everyday, and make a chart... (I can still remember the colours I used to revise my A levels!)

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5. Mathematical charts.

Are there any numbers involved? Good, then turn it into a line, bar or pie chart. And what about a scatter graph? And don't forget to label it and use colour!



6. Rhymes and letters.

How do I know the colours of the spectrum? Easy I think of this rhyme: **Richard Of York Gained Battles In Vain**. R, O, Y, G, B, I, V. or red, orange, yellow, green, blue, indigo and violet.



And what about the points on a compass in the correct order? **Never Eat Shredded Wheat!**



Make up your own versions of rhymes, the more interesting and silly, the more chance you have of remembering them! What could you use this for? What about the order of events? The chemicals of something? The choice is endless.

LAMB? Land, Arms, Money, Blame!

Write these out and say them over and over again so that you can remember them. Think about the rhythm of what you are saying. When we repeat our telephone numbers, our voices go up and down as we speak and this helps us to remember. Can your rhymes be put to music perhaps? *Humans prefer to remember numbers or letters in groups of 3 or four*. So, use that ability and apply it to your rhymes.

What about poems and limericks? Make them simple and fun. Who said revision always has to be boring?

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Music.



Be prepared to be amazed! Certain types of music can **help** you think better and so improve your IQ! Unfortunately, it's not the stuff that Radio One pumps out, so you can turn off Chris Moyles. It's the classical music and apparently, **Mozart** is best. (It has something to do with the amount of alpha and delta waves your brain emits.) Avoid music that will distract you. This is for the background.



However, this does not mean that you have to play it at 120 decibels. That would be **stupid**.

Be nice to yourself!

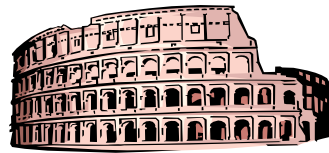
Reward yourself with small treats. Make breaks in your revision timetable. For working for one hour, you could have a five or ten minute break. A full week of work and sticking to the timetable deserves a bigger treat, like a trip to the cinema. Or you could watch some of the TV you've recorded over the week. BUT 20 minutes of work does **not** equal a trip to Alton Towers!



8



Length of revision time?



Start small and build up your revision sessions. Remember: Rome wasn't built in a day! Try a 20 to 30 minute session followed by a 5-minute break. Then repeat! Increase the working times so you can work solidly for at least an hour! Have that 10-minute break then. (Walk around the house, make a cup of coffee, run around the back garden, brush your teeth....) then **go back to the work** or you'll lose the mood!



Deferred Gratification.



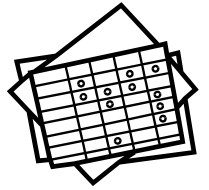
This is a simple idea: **put off the good things until you've done the boring things!** So, record those soaps operas and footy matches for the future. Miss that party, because there *will* be others! You'll have all of summer to enjoy doing nothing!! Deferred gratification is about growing maturity. However, if you have worked hard (I mean hard) and you're parent/guardians are fine.....then an evening off is not off the books.



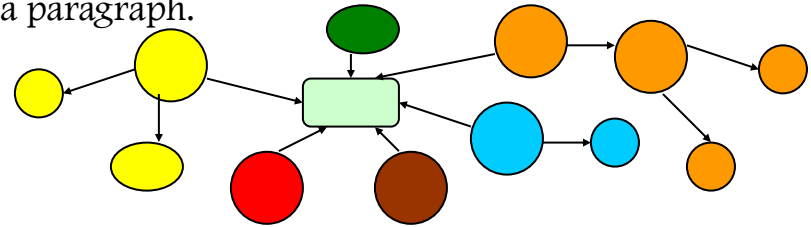
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3. Spider Diagrams/mind maps.



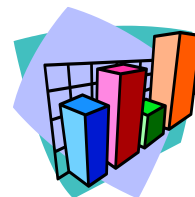
This is where there are ideas radiating from a central questions. Here, you put the statement or the question in the *centre* of the paper and write all of the possible answers around it, connecting these answers to the central question with a line. Each answer can have related answers, so the diagram grows. You can colour code each bubble to create categories or types of answer. This creates a theme. It is also a useful way to plan an essay as each 'limb' is a paragraph.



This makes it easier to plan an essay so you could practise writing an essay from you diagram!

Go further. Draw pictures or cut out magazine pictures that illustrate your answers and stick them onto the paper. Stick it on the wall and read it *aloud* every day. Make them look colourful and interesting. Remember all those colours and glue you bought?

4. Charts.



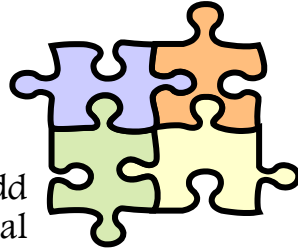
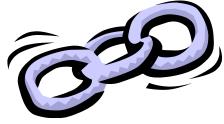
If you are trying to organise information, can it form a chart? Are there columns and rows of information that you can make into a chart? Could your flow chart or spider diagram be rewritten into a chart? Keep looking and thinking about ways that your information can be rewritten.

Remember: repetition is the key!

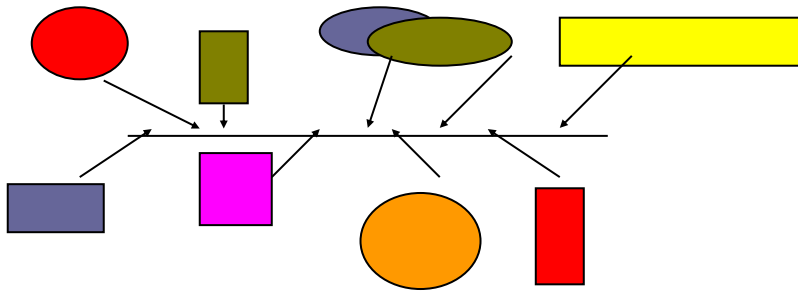
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2. Flow Charts.

If your information follows a logical path, then they can fit into a flow chart. (Growth of a foetus? Chapter of a novel/ story? Steps in an experiment? Events in history?) A flow chart *shows* logical events easily.



Draw the chart. Copy it out a few times. Add colour to it to give your mind a visual memory to record. Draw a blank chart and test how much of the chart you can draw from memory. Instead of a line, draw links of a chain to make it more interesting to look at. Cut out images from magazines or clip art or draw pictures to illustrate your chart. Stick it on the wall and read it aloud every day. AND I MEAN ALOUD!



Be imaginative. If you have a chart showing the water cycle, stick it onto the toilet!! (This is part of a bigger cyclical system too!) I love footsteps or even barges on a canal!



13



Your Memory.

The science folk tell me that you have different types of memory, but we are only interested in one: **your long-term memory.**



This is a wonderful and peculiar part of your brain. You have a short-term memory and that's easy to get into. Most of us can revise 10 French words in 20 minutes just before a test, but we've forgotten them by the end of the day. Mr. Memory can memorise a pack of 52 cards in 10 minutes and tell you each one in turn, but he won't know them the following week. Short term *means* short term. Unless he keeps going through the tricks with his memory, he will soon forget them though. It is possible for you to train your long-term memory in a similar way.



Don't believe me? Ok, without going to a book or your mobile phone, fill in the questions below:



Home _____ number: _____

Your doctor's number: _____

Your dentist's number: _____

Your best friends number: _____

The numbers we know best are those we use a lot. However, the advent of the smart phone means we now have more memory space to use as that will remember our numbers for us! Aren't we lucky.

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Repetition is the key. The more we use information, the more we remember it. That's why you should have had a problem with the dr's and dentist's numbers! You don't use them often. If we stop using that information, your brain will store it in the far reaches of your brain and it'll be harder to get at it.

Pigeonholes? You're kidding right?



I've always thought of my long-term memory as a bit like a stack of pigeonholes or thousands of little drawers. Inside each drawer is a cluster of facts or ideas. On the outside of

each drawer there is a key word. Think of the key word and your brain goes to the box. If I say 'home', my brain gets all those facts and images from the drawer marked home. If you panic, the system gets jammed and it won't come out fast enough, so you have to calm down and be patient.

This is why panicking before an exams scrambles your brain and you forget everything, even your name, the dogs name and what you had for breakfast.



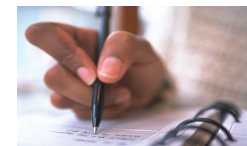
But if you are calm, it gets better. Your brain will *cross-reference* without waiting to be asked. If I think of 'home', my brain reaches for the drawers marked: **house; parents house; keys; bills; telephone** etc. it's like a search engine, only your brain knows what you want. I get images and facts and ideas about each one.

The trick with revision is to create and build those drawers, putting the labels on the front and then accessing it all when you need it. Like building a house, people who have had practise are better at building them. It needs time and effort.

There are no short cuts. *Sorry.*

How to Revise.

You must remember to use as variety of techniques. Here are some ideas you can use, but I am sure you'll have others! Don't stick to one and make it as interesting as possible.



1. Re-writing it all!

This is rather hard work, it takes a long time and uses up a lot of paper, but it's **very** effective, works well with a lot of data and does improve your handwriting!

It's simple. Copy out the information you need to revise. Each time you copy it out; reduce the amount a little, as though you were making notes. Take out the smaller words and use symbols instead. This is called making notes.

And becomes & or +.

At becomes @.

Germany becomes Ger.

Oxygen becomes O.

For example becomes e.g.



By the time you reach the fifth or sixth time of writing it out, you'll only have a few words left, but you'll have **all of the information** in your memory. As you write it out, repeating the information, the facts will start to go into your long-term memory. **We do not write as fast as we read and this gives your memory time to record it!** To make this work best, once you have reduced the facts to single words, go back and start turning that data into other formats. (Charts, diagrams....)

