

Trade Secrets (1)

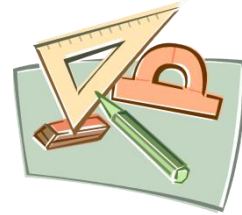


Make and keep a study schedule.

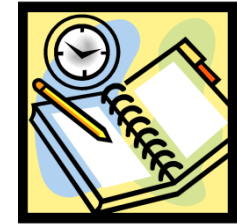


Find a suitable, quiet area to study in.

Organize yourself and collect the paper, pens, highlighters, books, calculator, post-its etc that you might need before you start.



Keep a record of what you've done and how well you think it went.

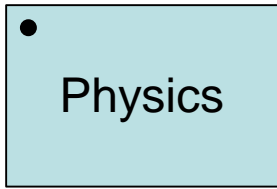


Try not to eat 'junk' food.
Fruit and nuts are ideal to graze on.



Your brain works hard when you study.
Keep it hydrated with water, not coffee or fizzy drinks.





Trade Secrets (2)

Use Flash Cards to help you revise.

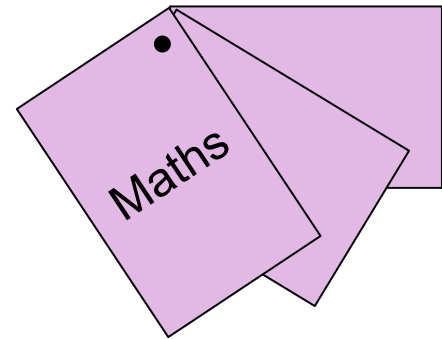
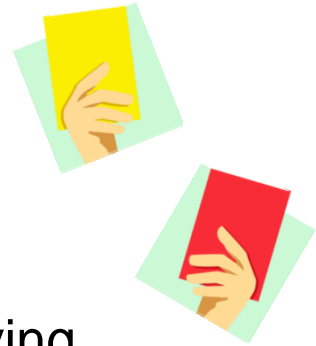
Choose a colour for each different subject you are studying.



Write down key words or phrases or important equations or formulae on one side of the card. Write a brief explanation or definition on the other.

Hole punch each card in the top left hand corner and use a treasury tag to keep them together.

Go through your 'pack of cards' at the start and end of each of your study sessions.

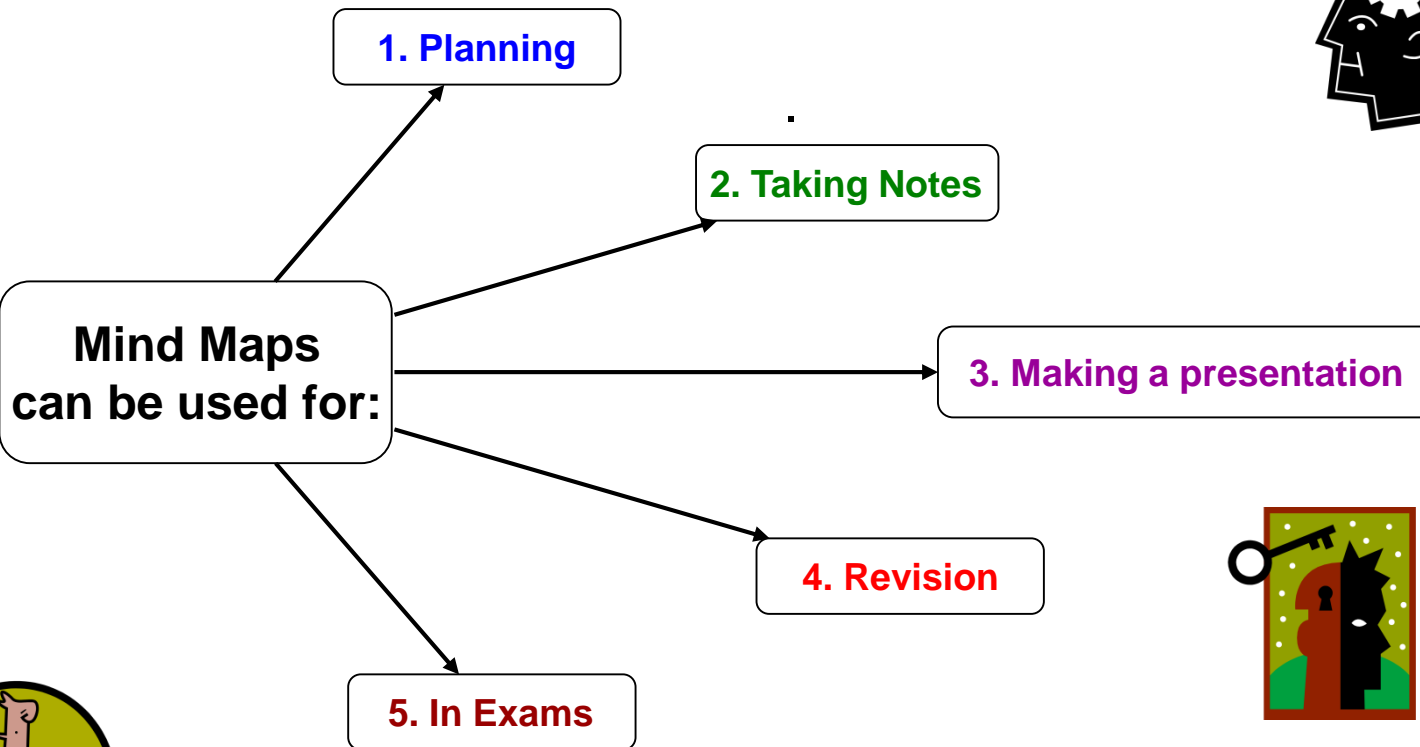
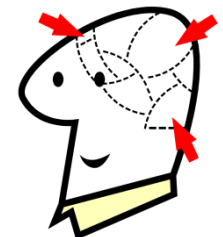




Trade Secrets (3)



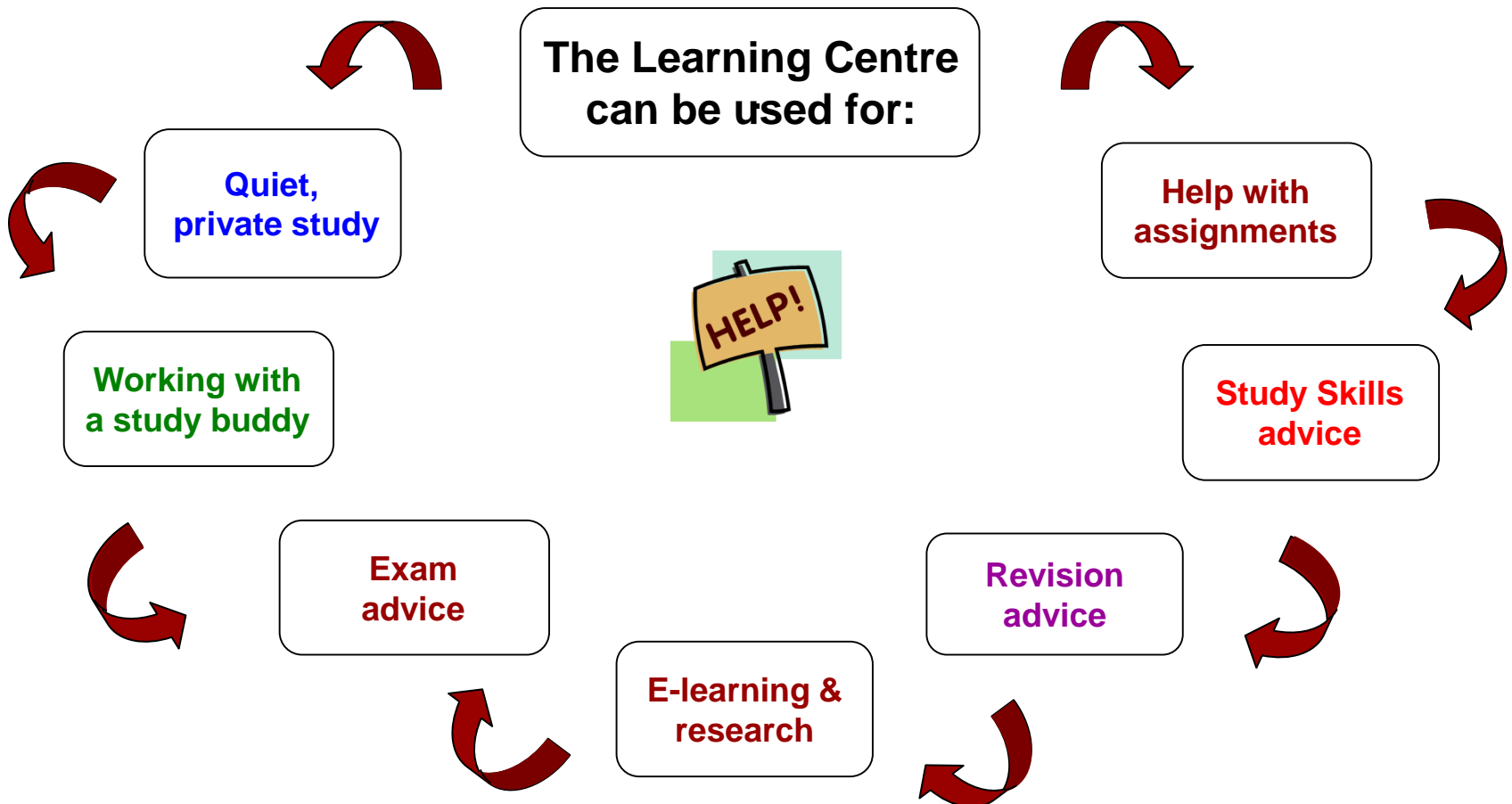
Use Mind Maps to help you revise.

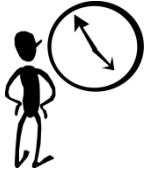


Trade Secrets (4)



Use The Learning Centre to help you revise.





Trade Secrets (5)



How to beat procrastination



Recognise when you are doing it. Learn to catch yourself when you start putting off something you don't want to do.

Do a small thing to get started.
You may find it easier once you get going.



Plan a reward for yourself for when you have finished an essay or test paper or task or assignment.



Get organised so that you are ready to start work as soon as you sit down.

If you are not sure exactly what is expected of you, ask someone.



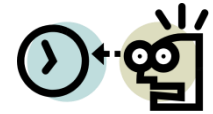


Trade Secrets (6)



How to cope with stress

Recognise that stress is inevitable,
and even an essential part of life.

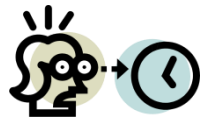


Learn to identify what triggers your stress.

Interpret stress in a positive way.
Stress creates energy and you can try to
channel that energy into a constructive form.



Set personal guidelines for yourself.



Don't set your self expectations too high.
Re-evaluate your goals frequently and adjust if necessary.





Trade Secrets (7)



How to avoid exam panic

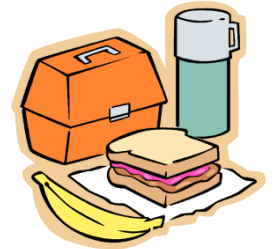
Try to relax. Some tension is to be expected – it's perfectly natural.



Make sure you have prepared well before the exam.
Gather together all you need the night before.



Eat well and drink plenty of water in the days leading up to the exam.
Get a good night's sleep the night before.



Don't psych yourself up to fail before you go in.
Go in with a positive attitude –
you will do the best job that you can.

