

YEAR 11 REVISION HANDBOOK

Be Prepared.....



Name:

GCSE REVISION HANDBOOK

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'Education is not the filling of a bucket, but the lighting of
a fire.'

W. B. Yeats

REVISION

What is revision?

Revision is looking back at information that you have previously learnt.

You need to understand the information, know the information and remember it for the exam!

How should I structure my revision?

✓ Have an aim for the session. E.g by the end of this session I want to be able to answer questions on...

✓ Think about what you already know and identify the bits you need to spend more time on

✓ Break topics down into chunks

✓ Make notes with key points, phrases or words

✓ Test yourself

✓ Have a tick list so that you can see your progress

✓ Look over your notes 1 month, 1 week and 1 day before the exam

What is the aim of my revision?

The aim is to make a series of key-points relating to a subject

You need key points, phrases, or words to prompt you to remember the information stored in your brain

You should aim to have a card or A4 sheet with the key points for each topic or sub-topic

What can I do to revise?

Put revision aids around the house

Tell someone what you have learnt

Make spider diagrams

Make posters and stick them on the wall

Highlight key points in notes or books

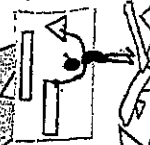
Record yourself saying key points and play back

Use pictures to associate with keywords

Read a page, shut the book, make notes on what you can remember

Ask parents or friends to test you

Use Mnemonics - making a rhyme from the first letters



Step 1: Getting started.....



- Before you start download the exam and revision timetable from the school web site.
- Work out how many weeks until the first exam.
- Work out how many weeks you have until **all** controlled assessments are due. (Use the "Getting Started" sheet – Appendix 1).
- Serious revision should start 6-8 weeks before each exam :-
 - a week is a grade, so 1 week will likely get you a G in the exam, 2 weeks an F, 3 weeks an E and so on. If you want the higher grades you will have to complete **at least** 8 weeks revision.
- You will need to fill in time to:
 - Work on outstanding controlled assessments
 - Revise specific topics for exams

The best way to divide the day is to stick to the school routine. As you are still in school these sessions are determined by your timetable but don't fall into the trap of 'free lessons'. For any session where the class work is finished assign some revision or other controlled assessments into that slot.

Step 2: Drawing up a Revision Timetable

MON	TUES	WED	THU
X		Headphones	
	Open book		Pen nib

You will find a two example template **Revision Timetables** annexed with this revision handbook. These can be adapted / used to structure your revision.

Template 1 – Appendix 2

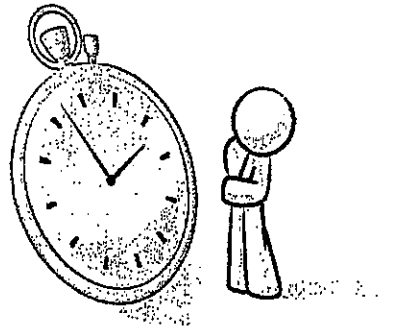
- The working week has been divided into 6 days (one day off for a rest!) and into 4 sessions per day.
- As you add a subject to a particular revision session you should add a tally to the tally chart; this will help to ensure that you don't over or under-revise particular subjects!
- Colour code each of the subjects as this will give you a visual aid as to how much time you have committed to revision on each subject.
- You should be aiming to revise **at least 4-5 hours a day** during holiday periods and in the run up to your GCSEs, but be **realistic** -don't plan a schedule you can't manage!

Template 2 – Appendix 3

- Make a list of all the subjects and topics for which you are taking exams.
- Make enough copies of the weekly timetable to take you up to the end of your exams – there are two example templates which you can adapt to your revision requirements (Appendices 2 and 3)
- Enter all your commitments such as lesson, clubs, work and most importantly time to relax.
- When drawing up your revision timetable remember the following:
 - Leave time for leisure activities
 - Balance revision time between different subjects
 - Space out the revision for each subject over the week
 - Vary the subjects revised on one day
- When it comes to the end of the week, review how well it worked and make changes to the next week if you need to.
- Review and re-do each weekly timetable until your last exam.

Put copies of the timetable up at home for everyone to see. If they know you are revising they will leave you alone to get on.

Step 3: Organising your revision



Make a topic checklist

- For each subject make a list of the major topics you have covered – this is called a topic check list. If you find it difficult to list the topics ask your teacher.
- For each subject look at the topics and decide the order. Start with a topic you liked or found easy. Remember you do not have to revise the topics in the same order you were taught them.
- Re-write the topic check list in the order you want to revise. Pin up the topic check list in your bedroom. Write the topics on your timetable too.
- Check your timetable to see which subject you have chosen to study and check the topic list for which specific part you have chosen to revise.

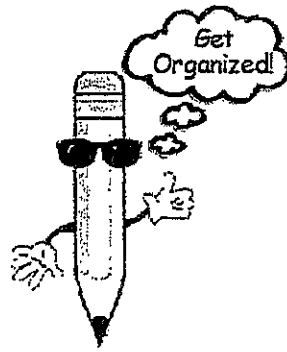
Organising your time

- Set a definite time to start and finish revision sessions and stick to them. The best advice is to stick to the same routine as a school day.
- Revision sessions should be 1 ½ hours, about the same length as your exams.
- Work in good light, at a table and not in front of the TV. Some people like to revise to music. Just be careful, if you find yourself being distracted or singing along turn it off, it isn't helping. Keep the volume low. When you have a break play the music loud and lively!
- Try working on difficult topics in the morning when your mind is fresh.

Improving your concentration

- Start with short sessions and gradually build up to longer sessions. Try revising for 40 mins, 10 mins testing, 10 mins resting.
- For every hour you work you should have 10 mins break.
- It will help your concentration if you vary the subject or topic during the revision session.
- Always attend revision session and remain focussed.
- Walking around whilst reading aloud can help concentration.
- When testing yourself answer out loud.
- Give yourself a reward when you complete a revision session.

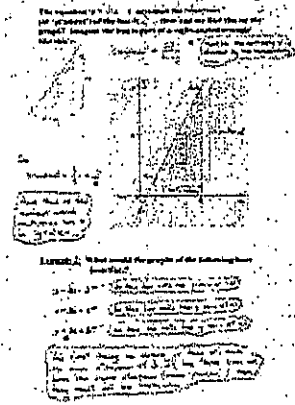
Step 4: The Hard Bit – Revising!



- **Revision should be as active as possible** – the best way to do this is to take the information you have and put it into a different format
- Active revision means using you eye, ears and hands in a variety of ways. Active methods include:
 - writing revision notes,
 - reading notes aloud,
 - recording key notes on ipods, MP3 players etc.,
 - discussing topics with a friend,
 - testing yourself,
 - getting others to test you,
 - re-writing notes,
 - using websites,
 - trying past exam questions.
- Passively reading through your notes and books is a very poor way of revising and will likely fail to help you remember anything. It will just result in you getting bored.

Step 5: Revision Techniques.....don't just read notes!

Make Revision Notes



Writing your own revision notes

- Writing revision notes is a great way of being active in your revision.
- Revision notes should be created in early stages of revision. Don't attempt to memorise everything in your lesson notes, condense it first. Revision notes are designed to jog your memory of the things you have learnt.
- Ways of making revision notes include: traditional revision notes on A4 file paper, revision cards, mind maps and patterned notes. Select which method works best for you, often a combination of methods works best.
- Subject revision guides you can buy in shops or have been given by school are usually very good but it is very important you still write your own notes – don't fall into the trap of just reading the book.

Writing traditional revision notes

- Read through the notes you have on a topic
- Go back and pick out the key points and phrases. Also pick out any important diagrams, tables, graphs or formulae.
- Read through the rough notes you have made, make sure they contain all the important bits, then write them out again neatly.
- Pay attention to these key points:
 - Use your own words
 - Make sure your notes are well spaced out, don't cram too much onto one page
 - Use large writing and put important key words in capitals
 - Make your notes more interesting by using colour, boxes, circles, underlining, abbreviations and so on

Making revision cards



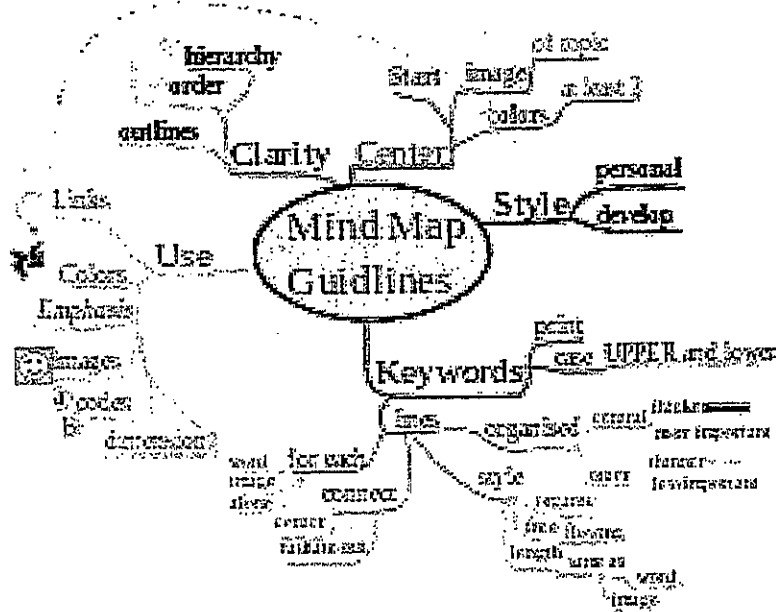
- File cards bought in stationary shops are ideal for this.
- These can be carried around in a pocket or bag and can be used whenever you have a spare moment.
- Pay careful attention to:
 - Always write the subject in the top right hand corner of the card
 - Always put a title on the card
 - Number the cards
 - Cards covering the same topic and/or subject should be kept together using an elastic band or treasury tag in the top left corner

Purchase revision guides



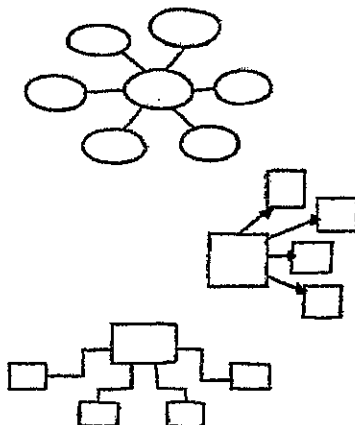
- These are widely sourced and can be purchased from many reputable bookstores and Amazon.

Creating patterned notes /Spider gram and Mind maps

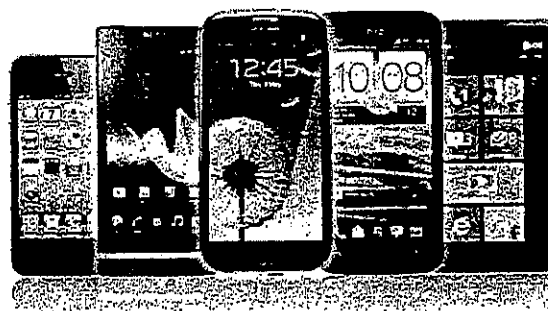
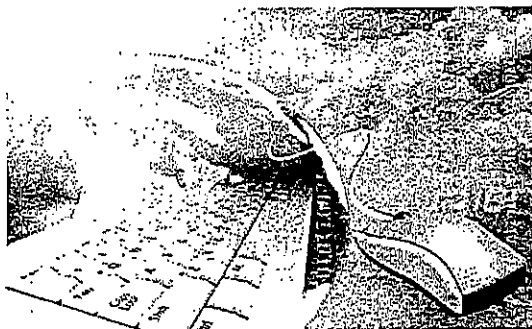


- These are particularly good at giving you an overall view of a topic.
- To write patterned notes follow these steps:
 - Write the **MAIN TOPIC** in the middle
 - From each **KEY POINT** draw a branch out from the main topic
 - Write a **KEY WORD** or **PHRASE** on each branch
 - Build out further branches and add **DETAILS**
 - Add diagrams, pictures and symbols where you can
 - Highlight links and connections
 - Be creative and personalise it
- Once you have finished the mind map read it out loud at least 5 times to make it stick. Try to make the information into a story by filling in details when you read it out loud – that will make it stick in your head.

SPIDER Concept Maps



Technology



There are some great revision programmes – use them! Improves grades if used correctly. Math watch is vital if you want to get a C and BBC Bitesize has an abundance of free revision notes.

Use technology to enhance your revision. You can use it as a break from your books and it is great revision.

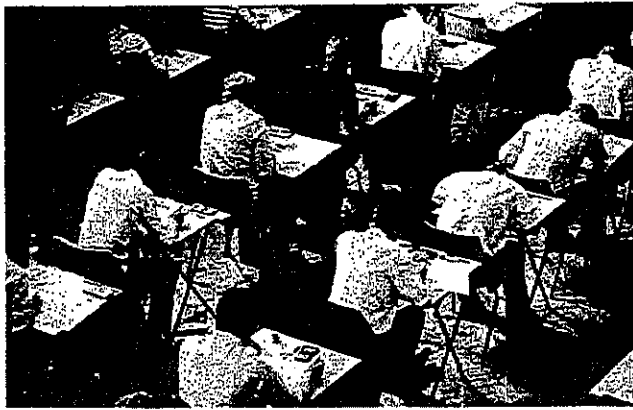
Apps for your ipod, smartphone, Ipad can be downloaded too.

Past exam papers can be downloaded from the exam boards website and you will find links to these on the school's website – click on the 'REVISION' link.

Detailed below you will find various web-links that may be beneficial in assisting you with your revision and planning for your the forthcoming GCSE examinations.

EXAM BOARDS	
Source	Weblink
AQA	http://web.aqa.org.uk/
Edexcel	http://www.edexcel.com/Pages/Home.aspx
OCR	http://www.ocr.org.uk/
WJEC	http://www.wjec.co.uk/
GENERAL	
Source	Weblink
BBC Schools Revision and Tips: Includes dealing with exam nerves and stress	http://www.bbc.co.uk/schools/studentlife/revisionandskills/
BBC Bitesize	http://www.bbc.co.uk/schools/gcsebitesize/
Get Revising: Includes revision timetable generator	http://getrevising.co.uk/

Step 6: Sitting your Exams



The night before

- Only attempt light revision from your revision notes, not any totally new revision.
- Get all the equipment you need (4 black pens, 2 pencils, ruler, rubber, calculator, English novel etc.) ready the night before. The last thing you want is to be rushing around looking for stuff in the morning.
- Try to get a good night's sleep – no computer games or late night TV!

On the day

- Get up in plenty of time.
- Make sure you have everything you need before you leave home.
- If you want to, do some last minute revision by flicking through your notes.
- Don't spend too long waiting outside the exam room as this can make you feel more nervous.
- Make an agreement with your friend not to talk about the exam.

Budget your time

- Always take a watch with you.
- Work out how much time you can devote to each question or section (in RS it's 22.5 mins a question and one mark a minute – do you know this for your other exams?).
- As you take the exam you may find yourself falling behind schedule – don't panic just work a little faster.
- Don't fall into the trap of spending most time answering the questions you know least about. Give them a go but don't be afraid to move on.

Tackling the questions

- Read every question at least twice.
- Think about the question before you get into your answer.
- Work out how long and detailed the answer needs to be by looking at the space you are given and the number of marks available.
- For essay-type questions outline the main points you intend to include in your answer. Without an outline you are likely to stray from the point or forget important points.
- Remember to stick to what the question is asking.

REVISION TIMETABLE

	Day 1				Day 2				Day 3				Day 4				Day 5				Day 6								
Week Starting	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	

HOW TO USE THIS TIMETABLE

Each small square represents a revision session. As you add a subject to a particular revision session you should add a tally to the tally chart next to the subject name; this will help to ensure that you don't over- or under-revise particular subjects.

Why not colour code each of the subjects as this will give you a visual aid as to how much time you have committed to revision on each subject



SUBJECT TALLY CHART

SUBJECT	REVISION FREQUENCY
ADDITIONAL SCIENCE	
ART	
BIOLOGY	
BUSINESS STUDIES	
CHEMISTRY	
CHILD DEVELOPMENT	
CITIZENSHIP	
CORE SCIENCE	
DRAMA	
ENGLISH LANGUAGE	
ENGLISH LITERATURE	
FRENCH	
GEOGRAPHY	
GERMAN	
GRAPHIC PRODUCTS	
HISTORY	
HOME ECONOMICS: CATERING	
I.T.	
ITALIAN	
MATHEMATICS	
MUSIC	
P.E.	
PHOTOGRAPHY	
PHYSICS	
PRODUCT DESIGN	
R.E.	
RESISTANT MATERIALS	
SPANISH	

Revision/coursework completion timetable

Weekly Revision timetable week beginning

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Zone 1 9.00-10.30							
Zone 2 11.00-12.30							
Zone 3 1.30-3.30							
Zone 4 5.00-9.00							