

Green Valley School GVS



HOW TO PASS IGCSE



HOW TO PASS IGCSE

Be organized

Keep all your notes in order. A well-organized book or file will save you a lot of time when it comes to revision. Use your planner everyday to record your homework and make short-term plans. If it is written down you are less likely to forget it!!

Keep on top of things

If you are absent from school for any reason it is your responsibility to catch up on any work that has been missed.

Prioritize your time and work

Do not leave things until the last minute. Plan ahead and use your time sensibly. Make a list of things you have to do, and the order in which you have to do them.



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Meet Deadlines:

Get every piece of work in on time. If you start by doing this with all short pieces of work you will be more likely to do it when major pieces of coursework have to be handed in.

Ask for help if you do not understand:

Always seek help if something is bothering you, or you do not understand a particular topic. A problem shared is a problem halved, and teachers will not know you are having problems unless you tell them!

Find a balance:

Everyone needs some free time to relax and enjoy. Try to find a good balance between time to work and time to play. Allocate set times when you are going to do your homework and stick to them



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Be prepared to work hard:

Adopt a determined and hard working attitude towards your IGCSEs right from the beginning of the course. If you work hard from the outset it will pay off when you receive your results. It is too late to wish you had worked hard the week before the exams, or when you receive your results!

Participate fully in class:

Be an active learner Listen carefully in class, think about what you are hearing and doing. Be prepared to offer your opinions in class discussion and to value the opinions of others, no matter how different they might be from your own. Never be afraid to ask questions – even if they seem trivial - if you do not understand!



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Revise thoroughly:

Good revision techniques are the key to exam success. Everyone has their own particular style of revising – try to find out as early as possible what works best for you! Revision notes are essential, and can be made in a variety of ways – mind maps are a good example. Revision notes provide a summary of the key points of any topic, and should be made from your own notes, text books, or other sources provided. Remember – re-writing notes increases the input of information to the brain and helps you remember things better.

A well planned revision schedule is also essential:

Revision must be planned before any exam sessions. Plan your time carefully, allowing adequate time for all your subjects, and build up regular breaks.



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Develop good working habits:

It is really important to find a quiet place to work at home where you can organize your equipment and leave things where you know you can go back to them easily! Perhaps you could use a desk in your bedroom, or a corner of the living room. Some people find that quiet music in the background helps them to concentrate, but avoid loud music with a heavy beat, and do not have the TV on while you are trying to work.



Classroom Study Tips

- Be prepared before you go to your classes. Get all the things you need ready before you set out (including books, pens, equipment). Get to class on time, so that you don't miss the introduction to the topic of the lesson.
- Where do you normally sit in class? Do you find yourself becoming distracted from the lesson by being near a window or sitting close to friends? Would you get more out of your lessons if you sat somewhere else?
- Listen carefully to what your teacher has to say and ask questions if you are unsure about anything. If one of your fellow students asks a question, pay attention.



Classroom Study Tips

- It is a good idea to go to your lessons prepared with a notebook and pen. Do not wait for the teacher to tell you to note something down but take notes on the lesson as this will help you to remember what you have learned.
- Make sure you write down any assignments or homework you are given during the lesson, and when this needs to be handed in.
- If you are unclear about your assignment or task, ask your teacher to explain before you leave the lesson.



Classroom Study Tips

- Do ask questions in the lesson if you want extra information on a subject or are unsure of the meaning of something or the task you have been given.
- After class, it is a good idea to rewrite your notes or look over them and underline important ideas or words. This will give you a set of notes to use for revision later on.



Homework Study Tips

Homework is an important part of your time on your course. It helps you to learn the things you need to remember in the examination and develop the relevant skills you will be marked on. Here are some tips to help you to use your homework time wisely.



Homework Study Tips

- Write down your assignments and homework for each subject in a notebook. This will help you to keep track of each piece of work's deadline and to plan sufficient time to complete the work.
- Make sure you give yourself plenty of time to complete your assignments. A last minute rush to finish will not produce your best work.
- Find a quiet and uncluttered place to study in. You should be seated comfortably, in a well lit area, away from other distractions. You should have a solid, flat surface to write on and all the things you need to do your homework to hand (e.g. books, pens, paper, a computer if necessary, equipment etc).



Homework Study Tips

- Take a few minutes at the beginning of each period of study to plan what you want to achieve. Make a list of what you want to do in the time you have available. Break down large tasks into smaller ones which are easier to manage.
- Try to study at regular intervals. If you can keep to the same time each day, this will help you to fit your homework in to your routine.
- Take short breaks during your study time. It is important not to become overtired if you want to gain good marks.



Homework Study Tips

- Do not work too late; plenty of sleep is important if you want to do well in your course.
- At the end of each study session, make a list of what you have achieved.
- Do your best to finish your homework on time. This will make it easier to keep up with your studies and leave you free time in which to relax



Evaluating Your Effort

- At the end of each study or homework session, take five minutes to think about how you have performed.
- Think positive – look at what you have achieved and which parts of the task you think you have done well.
- Don't panic if you have not finished your list of tasks. List the tasks you still have to do and plan these in to another session of study.



Evaluating Your Effort

- Were there any areas of the task you felt unconfident in? Make a note of these and get some more information on this topic (i.e. from textbooks, on-line resources or ask your teacher for help.)
- Did you get distracted when you were studying? Was there something missing in your preparations that could be improved next time?



Evaluating Your Effort

- Take a few minutes to read through your assignment. Does your title match the assignment title? Does your assignment keep to the topic? Does your assignment make sense when you read it over?
- When you receive your marked assignment back from your teacher, read through any written comments carefully, and listens to any advice the teacher gives you. Where did you gain marks? What areas need to be improved?



Revision Tips

- Everyone feels nervous about taking exams. Here are some tips to help you make the most of your revision time and keep those nerves under control.
- It's important to remember that an examination is a test of learning, not memory. Examiners want to see evidence that you have drawn on your knowledge to develop a reasoned argument, rather than replicate course notes and textbook facts. Revision should be a process of consolidating understanding rather than cramming as much information as possible before the morning of the exam.



Study skills

- **Where to study**

Creating good conditions to study in can help you make the most of the time you spend revising.

- Find a quiet place to study and make sure you are sitting comfortably
- Keep background noise to a minimum
- Avoid studying in an area where there will be distractions (like television!)
- Have everything you need to do your revision to hand before you start



Study skills

How to study

There is no 'right way' to revise, as long as the method you choose enables you to grasp key facts and consolidate your knowledge. Some students are happy to read their classroom notes from start to finish, others prefer to simplify the information as much as possible, turning everything into notes, diagrams. In practice, most students find that mixing techniques suits the varied nature of the subjects being revised, and provides essential variety when studying.



Study skills

- Turn your notes into revision tools;
- Write ideas and facts on to cards to use as ‘prompts’
- Create memory aids such as diagrams (e.g. initial letters to make a word you need to remember) These will help you remember key facts
- Record yourself reading notes to listen to
- Work through past question papers – and use a watch to time them so that you can practice timing your answers.



● Choose study and revision guides sensibly. Get recommendations from your

School

Study skills

- Remember course notes are also a valuable source of extra help
- Keep yourself more alert by changing revision methods during a session. For instance, try switching from note taking to memorizing; from reading to asking someone to test you
- Attend revision classes that the school will be running at school and get their advice on revision *methods*
- Look after yourself – Sometimes revision can become a competition – who stayed up latest, who worked longest, who's worrying the most. But the more tired you are the less efficiently you'll work. You need to rest as well as study, eat well, drink lots of water.



Revision plan

The top tip for successful revision is to make a plan; otherwise it is easy to waste your precious revision time. We recommend that you start your revision at least six weeks before your exams begin. It is helpful to look at your exam dates and work backwards to the first date you intend to start revising.



Revision plan

1. List all your exam subjects and the amount of time you think you will need for each one. It is unlikely that the amounts will be equal. Many people find it advisable to allocate more time to the subject or topics they find the most difficult
2. Draw up a revision plan for each week
3. Fill in any regular commitments you have first and the dates of your examinations
4. Use Revision Checklists for each subject as a starting point. Look at what you need to know and try to identify any gaps in your knowledge. (A good way of doing this is to look at the results of past papers or tests you have worked through)



Revision plan

- Divide your time for each subject into topics based on the units in the revision checklist or syllabus, and make sure you allow enough time for each one
- Plan your time carefully, assigning more time to subjects and topics you find difficult
- Revise often; try and do a little every day
- Plan in time off, including time for activities which can be done out in the fresh air. Take 10 minute break every hour and do some stretching exercises, go for a short walk or make a drink



Revision plan

- You may find it helpful to change from one subject to another at 'break' time, for example doing one or two sessions of maths and then changing to English, or alternating a favorite subject with a more difficult one.
- Write up your plan and display it somewhere visible
- Adjust your timetable if necessary and try to focus on your weakest topics and subjects
- Don't panic; think about what you can achieve, not what you can't. **Positive thinking is important!**

