

## How to fill in your Revision Timetable

1. Your revision timetable covers the time from 19 Dec 2018 until the end of the mock examinations. You should fill it in and display it in a public place in your house (e.g. the kitchen) so that not just you, but also your family know at what times you should be revising.
2. The timetable shows you how many revision units you might be able to fit in on any given day. During half term you should be able to do more, certainly three or four units a day, but whilst school is on you will not be able to do as much and the amount you manage to do may vary from day to day. When planning, you should also remember to find out the date of your **language orals** so that you can accommodate them in your timetable appropriately.
3. I would recommend that each unit of revision should last for 45 minutes and should then be followed by a break of around 15 minutes.
4. Plan for a variety of topics/subjects each day, alternating difficult with easy subjects and interesting with less interesting. It would be unwise to attempt to revise the whole of one subject in one go.
5. Be specific about what you intend to revise. “Geography” is too vague. Work out in advance what topics you have to cover, and try to divide them into manageable chunks, so that you know in advance exactly what you will be concentrating on.
6. Build in gaps so that you can catch up if you miss a session. Remember that you can obviously revise during the actual examination week as well, but the bulk of your revision should be done before then.
7. Revise all of the work which could possibly be tested and avoid trying to guess what might appear on the examination paper – you may get caught out otherwise! Ask your teachers what will need to be covered – they will help you!
8. When necessary, adjust the plan as time progresses, but avoid frequent changes. Thoughtful planning now and a determination to stick to it will stand you in good stead.
9. Remember that reviewing information regularly is crucially important. You should therefore write review sessions into your timetable. Remember also that reviewing material which has already been learnt can be done in much shorter sessions. It is a good idea to use ‘dead time’ (such as moments of boredom, waiting for a bus, waiting at the doctor’s or dentist’s, the lunch hour at school etc.) for some quick reviewing of topics you have recently revised.
10. It goes without saying that you need breaks as well between now and the examinations. It is therefore perfectly okay to include some ‘rest days’. I would even encourage you to add to your timetable things which you are looking forward to and will allow you to “switch off.”