**Review Remember Recall**

It is said that 80 – 96% of everything we learn is forgotten within 24 hours – reviewing is the difference between remembering and forgetting.

**Review**

* Make notes of key points from your classroom notes, books, homework etc.
* Break down notes onto record cards, posters for walls, diagrams etc.

**Remember**

* Move information from short term memory to long term memory.
* Do this by repeating key phrases and words, checking what you remember from your notes
* Use key words and prompts to trigger your brain to remember background information and to ‘rebuild’ the bigger picture
* This allows information to be committed to your long-term memory; you can then add extra information to your short-term memory just before the exam.
* Best way to add to long-term memory is to review your study materials regularly i.e. after one week, one month etc

**Recall**

* Recall can be improved by doing practice papers, testing yourself on topics, timing your answers, recognising key concepts and using correct vocabulary.

**The Ideal Study Hour**

“To do less can be to do more”

Keep study sessions for each subject short so your mind does not wander and you can focus. Here is a guideline for a study hour.

5 mins Gather your study materials i.e. books, notepaper, record cards, highlighters etc Put your watch or clock where you can clearly see it.

20 mins **Review** - notes and books i.e. make brief study notes, draw mind map, write down memory prompts and then go over these notes.

5 mins Break – have a drink

15 mins **Remember/Recall** – look over your notes from previous study hours – how much do you remember from; yesterday, last week, last month – this commits information to your long-term memory – keep a note of things you don’t remember – perhaps keep a page in notebook for ‘Things to Learn’. Test yourself again next time and if remembered, stroke out of your things to learn page.

5 mins Break – relax, change music, have snack etc. Nearly there…

10 mins **Remember/Recall** – test yourself on what you learned in the first 20 minute session today.

**Studying is a continuous process – you should always be recalling what you learned before while also learning something new.**

**Study Plan**

Make a template for a study timetable (sample below - make up your own).

Make sure you do your homework – this is a form of study.

Remember to have time for yourself.

Your study goals should be **SMARTER**

**S** – specific to your needs

**M** – measurable (i.e. tests, practice papers etc)

**A** – achievable

**R** – realistic

**T** – timescale (give yourself enough time for study before exams)

**E** – evaluate (work on your weaknesses – often easier to study things we are good at or enjoy more)

**R** – recorded (use a study timetable i.e. wall chart or on computer – show yourself how much you have done – this will increase your confidence)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Mon | Tue | Wed | Thur | Fri | Sat | Sun | Target | Done |
| Week  1 | Maths | Eng. |  | Geog. | Art |  | PE | 5 Hours |  |
| Week  2 | Comp. | Chem. |  | Maths | Eng. |  | Geog. | 5  Hours |  |
| Week  3 | Art | PE |  | Comp. | Chem. |  | Maths | 5  Hours |  |
| Week  4 | Eng. | Geog. |  | Art | PE |  | Comp. | 5  Hours |  |

**Study Skills Tips**

* Shorten your notes to the briefest possible form using **key words.**
* If you’re a picture person, use **diagrams, posters, mind maps etc.**
* If you’re a word person, use **rhymes, word pairs** and **mnemonics** i.e. to learn the names of the planets – **M**ercury, **V**enus, **E**arth, **M**ars, **J**upiter, **S**aturn, **U**ranus, **N**eptune – would become **M**y **V**ery **E**asy **M**ethod **J**ust **S**peeds **U**p **N**aming
* **Highlight** key words and important points in your notes.
* Leave study notes stuck **where you will see them** - by your TV or favourite poster.
* Do **self-test** **exercises** to check what you’ve learned or ask your parents to help test your memory.
* Make a note of your **weak areas** and **target them** in your study.
* Split your subjects into topics to make it easier to **learn small sections** at a time.
* Write key points on **large sheets of paper** and hang them on your bedroom walls – this makes them more familiar and easier to remember.

**Look/Cover/Write/Check**

* **Look** over notes you want to learn – recite it over and over or write it out several times – this commits to memory
* **Cover** your work so you can’t see it
* **Write** our or recite what you can remember
* **Check** what you have got correct – take note of what you missed out or got wrong, re-learn it and check again in a few days to see if you remember it.