

Organisation and Revision Timetable: February Half Term

See instructions on page 2

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							

How to make a constructive organisation/revision timetable – Ten Top Tips

1. Check with family: what are your 'can't move' social commitments over the holiday? Blank these out (but be realistic – do they take a whole day?). Be realistic – when CAN you work, when can't you?
2. Make a list of work you have been set to complete for home-learning that you HAVE to get done. Give each piece a rough time allocation. Slot this into your timetable first; try to schedule as much as possible early on, so you have a feeling of achievement.
3. Now list all your GCSE subjects and use the Topics Checklist booklets to highlight areas that you find more difficult or need to revise. (e.g. English: Macbeth key quotes for Lady Macbeth, Macbeth, Weird Sisters, Macduff, Banquo; 10 key techniques for each of the 15 relationships poems; Maths Pythagoras and circles). For each topic, list how you plan to revise them, eg Mathswatch –1 hour on a topic with worked examples, then past exam paper questions to test; poems: 20 minutes each morning on a poem, 20 minutes in the evening...). Have you gone back over your trial exams yet? Are you aware of what is on the Year 11 Students Google Drive or googleclassroom to help you? REVISE BY DOING!
4. Prioritise!! Which topics are you struggling the most with? These are high priority!
5. Which topics would you benefit revising with a friend? Can you book them in to help you?
6. Now slot into your timetable; identify **when** you will revise. Be realistic. You are more likely to learn well when you are learning actively (taking notes/ attempting questions/ planning questions/ testing yourself). Give yourself rest breaks after each hour slot; you are freshest in the morning – can you squeeze in an hour's revision first thing? Try to re-test yourself on an evening.
7. Now plan **WHERE** you will revise: somewhere away from your mobile phone, but where you have access to a desk/table, room to spread out, and lots of paper. Make sure your family know when you are revising; stick your chart up on the fridge, and encourage others to test you! Explain to them what you have been learning – this helps you to understand topics too.
8. Reward yourself! After that first hour of work in a morning, have a snack/ meet up with your friends/ watch some bad television
9. 'Go to bed on revision' – give yourself a good feeling before bedtime by retesting yourself for half an hour. Your brain will also absorb information while you are sleeping.
10. Tick off work completed as you go – this gives you a sense of achievement, and will help to persuade family that you are on track! Keep a running list of questions you need to ask your teacher or ask friends for help with.