

Welcome Y11 parents

Beating stress

Supported study 'revision'

Revision tips

On Line Learning

One to one

One year left of
compulsory
education

The Best ways of Beating Stress and planning for your exams

If you are organised, you are far less likely to suffer from stress. Some people cope with stress and always seem to be very relaxed, but most of us find stress difficult to cope with. If you experience some of the symptoms of stress, the chances are that you are under too much strain.

For example if you are having:

- Headaches regularly?
- Feeling ill?
- Sleepy/lethargic?
- Short tempered?
- Lack of concentration
- Constant pressure to succeed?
- Worry?
- Low self-esteem?

Here are some strategies that may help you to cope with stressful times.

Do establish a routine – stick to it. Make sure that you have proper meals and that you sleep well and keep to your work plan.

Do get plenty of exercise – if you are fit, your mind will be more alert and revision will be just that little bit easier.

Do start revising as early as possible – the result is less stress.

Do practice past papers – these help you to know what to expect and give you experience in doing exam papers.

Do build in variety – beat the boredom factor this way.

Do seek company – make sure that you see friends regularly, enjoy yourself and get right away from work!

Do your best – decided what works for you, and stick to it. If others are panicking keep away from them.

Do relax regularly – make sure you still have plenty of fun.

Don't feel guilty – if you miss a session in your revision plan **try not to panic** – you can catch up as time goes on.

A good relaxation exercise – whenever you are 'stressed out' or you can't relax this exercise will help you.

Helpful Techniques

Keep a **record of stressful situations** and rate the actual level of stress from 0 (most relaxed) to 10 (most stressed). Start to monitor your stress on the "Practice Journal" worksheet before, during and after stressful events or situations. As you begin to observe your levels of stress, you will notice that these levels are not constant. You will find that stress levels increase when you are concentrating on your most alarming thoughts and bodily reactions, but stress levels fall when your attention turns away from these areas. This will show you that **one way to reduce the level of stress** in your life is to actively turn away from negative "stress building" thoughts and to concentrate on positive stress busting ways of thinking.

Combating negative thoughts and replacing them with positive ones takes practice, but the results are worth it. Review the facts. What is your evidence? Is there another way to view the situation? If not, what is the worst thing that could happen? You may have been concentrating on the worst possible, but by no means the most likely, outcome.

Stress Builders and Stress Busters **being positive**

Stress Builder: "I'll never get this project in on time."

Stress Buster: "If I **stay focused** and take it one step at a time, I'll make steady progress."

Stress Builder: "My teacher's aren't talking to me. He's probably displeased with my work, and I'll get a bad mark."

Stress Buster: "I'm jumping to conclusions. My teacher may have been in a bad mood. So far all my work has been **positive**, so unless I get some negative feedback, I'll assume my teacher is pleased with my work."

Stress Builder: "I can't get my mistake on page 53 out of my mind. The paper is ruined. I have disappointed everyone."

Stress Buster: "No one is perfect. I **did my best**. I'm overreacting to one mistake when the overall report is fine."

THE DAY OF THE EXAM

- Prepare yourself physically and mentally for your exam. Try and make sure you get **enough sleep** the night before – don't stay up until the early hours revising (or partying!)
- Allow yourself plenty of time to **get to the exam** – a last minute rush will not relax you
- Wear sensible clothing (uniform school insists on that)
- Remember you won't be able to give you your best performance if you are too tired, worried or panicky. Staying up late or most of the night cramming in revision will not work. YOU WILL NOT DO WELL IF YOU GO INTO THE EXAM EXHAUSTED. (For an afternoon exam RELAX in the morning) Try and have a good breakfast or lunch before your exam, so you feel nourished (not too full) and so you won't feel hungry during the exam.**

You must turn up to all exams answering all the following questions. **Being prepared**

- How long is the exam?
- What style of questions will I get (multiple choice, essays etc)?
- What choice of questions will I get?
- What equipment am I allowed (dictionary, calculator)?
- What will the paper look like?
- What are the date, time and room of the exam?
- What equipment will I need?
- Will I need replacements (pens, pencils, rulers etc) in a clear pencil case
- Leave the mobile phone at home of day of exam so will not be accused of cheating

JUST BEFORE YOU GO INTO THE EXAM ROOM TALK ABOUT POSITIVE THINGS DO NOT TALK ABOUT HOW BADLY YOU ARE GOING TO DO – BE POSITIVE

When in the exam, remember to allow yourself sometime at the end for checking through your answers, (this will include filling in spaces; correcting mistakes; adding things you have forgotten) you will need at least **TEN MINUTES** for this.

When you leave the exam, **BE POSITIVE** about your achievement. Too many students allow their performance in one exam to affect the next exam by worrying about what they should have done in the previous exam.

Remember:

WORRYING IS A COMPLETE WASTE OF TIME MOVE FORWARD AND BE POSITIVE!

IN THE EXAM

WHEN TACKLING THE PAPER:

- Read it through carefully. Read the whole paper calmly
- Check the instructions to make sure there are no changes in the expected format
- Check how many questions you have to do and mark them with an X. work out how much time you should spend on each one.
- Start with your best question. It will give you confidence
- Plan your answer before beginning
- Write legibly
- Where appropriate, draw large, neatly-labelled diagrams
- Don't spend too long on any one question
- Leave lots of space between answers – you might think of some more to add later
- Give yourself time to read through each answer to check for mistakes
- Allow 10 minutes at the end of the exam to check your whole paper

AND ABOVE ALL DON'T PANIC!!

Examination code breaking!! Guide to words used in exam papers **make sure you understand key terms**

- **Annotate** - add an explanation to a map, diagram or drawing
- **Comment** – write what you know about. Look for similarities and differences between
- **Criticise** – give your views and discuss the evidence
- **Define** – give the EXACT meaning of word, phrase or idea
- **Describe** – give a detailed account of
- **Discuss** – explain, then give reasons for and against, also imply
- **Distinguish/differentiate** – list all the ideas etc, and then say how they differ
- **Evaluate** – discuss the arguments that other people have put for and against. You could add your own views
- **Explain** – make plain, interpret or give an explanation for
- **Illustrate/ interpret** – make clear, use examples and sometimes diagrams
- **List** – make a list
- **Justify** – give good reasons for your decisions/conclusions
- **Outline** – give the main features and the ideas of a subject. Don't rush into details
- **Prove** – demonstrate or establish the truth or accuracy of something
- **State** – present in a clear and brief way
- **Summarise** – give a brief account of the main points without details or examples

10 TIPS FOR DOING WELL IN EXAMS

- Plan a revision timetable and stick to it!
 - Don't try to do too much at once
- Know your syllabus – what's been covered; what's left to be covered
- Know your exam paper – layout, kind of paper (e.g. multiple choice, essay, short answer), which questions carry most marks
 - Practice on past exam papers
- Practice answering questions under exam conditions
 - Review your notes from time to time
 - Get someone to test you
- Stick things you need to know on backs of doors, notice boards or anywhere you'll see them often
 - Don't stay up late the night before exam

BETWEEN EXAMS:

- Make sure you relax (through exercise, fresh air, etc)

AFTERWARDS:

- Don't spend time worrying about what you did wrong- start work on next one.

Good luck

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