

# THE LESTER VAUGHAN SCHOOL NEWSLETTER

8th May 2017



## REDUCING EXAMINATION STRESS

The First term of a school year is about getting as much work done as possible. The second term is arguably about Sports and for Fifth Formers about finishing the dreaded SBAs. Third term is about examinations—CXC, CCSLC, CXC CSEC, CXC CVQ and Promotion Examinations. This causes a great deal of stress to students, parents and teachers (yes, we have to write your exam papers and correct them).

As a student there a number of things which you can do to reduce your stress this term. This newsletter looks at organizing your study space and how to make a study timetable.



## HOW TO MAKE A STUDY TIMETABLE

### STEP 1

For each subject, you should have a list of the topics that were covered for the academic year. These are the areas you should study.

It should look like this

#### Integrated Science Topics

What is Science

Scientists

Safety and First Aid

Measurement

### STEP 2

Divide up the topics into the time you have before exams. This will tell you how many topics you have to study each week.

### STEP 3

Write down a designated study time for at least five days in the week, two to three hours a day.

### STEP 4

Make a table which puts everything together—topics to study, day and time to study.

## STUDY TIMETABLE TEMPLATE

WEEK:

DAY	SUBJECT 1 Time:	SUBJECT 2 Time:	SUBJECT 3 Time
MONDAY	Topic:	Topic:	Topic:
TUESDAY	Topic:	Topic:	Topic:
WEDNESDAY	Topic:	Topic:	Topic:
THURSDAY	Topic:	Topic:	Topic:
FRIDAY	Topic:	Topic:	Topic:

## EXAMPLE

Week 3

DAY	SUBJECT 1 4—5	SUBJECT 2 5—6	SUBJECT 3 7—8
MONDAY	SOCIAL STUDIES Citizenship	MATHS Pythagoras Theorem	SPANISH My family and home
TUESDAY	SCIENCE Life processes and cells	ENGLISH LIT African Thunderstorm	ENGLISH LANG Summaries

## YOUR WORK SPACE

Chose a quiet well-lit area. It should be free from distraction e.g. the television. Make sure you have everything you need when you sit down—notebooks, text books, tablet or computer, pens, pencils, ruler, calculators etc. You don't want to have to get up for things .



Even if you don't have a desk, you should have a dedicated place for your desk.

You can see in the picture that this desk is well lit , the books are near at hand.

You should also study sitting up—if you lie down, you'll fall asleep.

Here are some time management hints.

- Study two to three hours a day.
- Try to schedule consistent study times e.g. from 4 p.m. to 6 p.m. every day.
- Break up your study time e.g. take a five minute break every 30 minutes or every hour.
- Break large tasks into smaller ones - if you have to read 10 chapters in three weeks , read a chapter every other day.

## ORGANIZATION

- a system of arrangement or order, or a structure for classifying things.;
- the act or process of organizing

How organized are you? Try this quiz.

1. Where do you study at home?

- At a desk.
- In front of the television.
- At the kitchen table.
- On my bed.
- I don't study for tests.

When do you study?

- After I get a rest and shower.
- As soon as I get home.
- After I watch my favorite TV programme/play a computer game
- While I watch TV.
- Just before the test.

3. When I study

- All my text books, notebooks and stationary are within easy reach.
- I mainly use my notes to study.
- I have to get up a few times to go and get a book.
- I only use my notebook.
- I don't know where my note books are and I have never opened my text book for some subjects.'

If you answered mainly a's then you are well organized for studying.

b's—You're not too bad.

c's—There is room for improvement, you have too many distractions

d's—Studying is clearly not a priority—the moment you are on your bed, your body thinks it's time to sleep. If you try to study while watching television, you're not going to remember much.

e's—Dude are you trying to fail?