



# Preparing for examinations

You know you have exams coming up. You know you want to do well. You know you can do a lot to get yourself ready...

The exams are **important** but they are not **everything**.

## Ask yourself some questions

- What do the exams mean to you?
- How do you feel about the exams?
- What can you do to get ready for the exams?

50%



**Fifty per cent** of your mark will be from your **school assessments**.

Give yourself your **best chance** by doing as well as you can with your school assessments. Follow up by doing the best you can in the exams. Study in a **calm, positive environment**. Sit the exams in a **calm, positive frame of mind**.

## Not a surprise

The exams don't suddenly appear from nowhere. You can see them on the horizon from quite a way back. Make the most of your study time to be as ready as you can be.

### READ ACTIVELY

- Highlight, underline or circle words
- Develop a comprehensive set of study notes
- Draw maps and charts of ideas and systems
- Review and summarise your notes
- Check your understanding



### WANT TO WRITE GOOD RESPONSES TO WACE EXAM QUESTIONS?

You can check out past examination papers on our website. Use them to practice answers.

You might also find the Guide to Grades resource useful. It provides work samples at different grades and levels of achievement. Check out Guide to Grades on our website.

### SUPPORT AND BE SUPPORTED

- Study with a friend or three
- Test each other on key ideas and terms
- Share your ideas
- Help each other out (without colluding or cheating... don't take work from study group to use as your own)



Ask your teacher about the Standards Guides for the WACE examinations. These contain thousands of model responses complete with marker notes and examiners' comments.

### KNOW WHAT YOU KNOW, LEARN WHAT YOU DON'T

- Make a list of what you know and what you don't
- Anything that falls into a 'middle ground' belongs on the 'don't know side'
- Move ideas and concepts across to the 'know side' as you learn them
- Celebrate each move to the 'know side'
- Do this for each course...

For more information and some sample extracts head to [www.scsa.wa.edu.au/internet/User\\_groups/Students](http://www.scsa.wa.edu.au/internet/User_groups/Students)

Check with your teachers for the complete Standards Guides.

### PRACTISE

- Memorising essays won't help you in an exam. Knowing how to write answers with limited time will
- So... practise as much as you can
- Use practice answers as part of your study routine



## Ask for help!

- Don't get hung up on a problem.
- Work out the part that has you stumped. Make a note of it. Put your note and the problem aside
- Move on to the next point you can study.
- Ask for help when you next see your teacher.

### RESOURCES

- You **don't** know what is in the exam
- You **do** know what is in the syllabus
- Work out study questions based on the syllabus



## In the examination

1

### USE YOUR READING TIME

You can't write anything during reading time but you can think about your answers! What questions do you plan to answer? Where will you begin? Decide how you will approach the paper.

4

### ANSWER THE QUESTION ASKED

Don't answer the question you wish you had been asked... Exam markers have guidelines they have to use. They cannot guess your potential. You need to demonstrate what you know and are able to do through the questions set in the exam paper.

2

### INVEST TIME IN PLANNING

While your ideas are fresh from reading time... Take a couple of minutes to jot them down. Sketch out a plan for your responses. Order your points logically so your arguments will be well developed.

5

### WRITE LEGIBLY

Markers will not be able to decipher writing that is illegible. Practise writing legibly under pressure.

3

### DIVIDE YOUR TIME INTELLIGENTLY

Consider the suggested working time for each section. Factor some checking time into this working time. Balance your time... spending a lot of time answering a question worth five marks and then hardly any time on a question worth 20 marks is not likely to add up well!

6

### SAVE TIME FOR EDITING

Budget some time at the end of the exam to read through your answers. Focus on picking up any careless errors with calculations, spelling and grammar. Work out your editing time when planning how to approach the exam. Avoid racing to finish as the writing time draws to a close.



## Be balanced



### EAT A BALANCED DIET

- Eat as well as you can
- Feed your brain for energy and brain power
- Go easy on caffeinated drinks
- Drink plenty of water
- Eat a nutritious breakfast on the day of your exam



### TAKE REGULAR SHORT BREAKS

- Give your brain a rest every couple of hours... don't forget to go back to your study when your break time is over
- Take a posture break for 10 minutes or so every hour... stretch your arms and neck, move around... laugh if you can
- Be kind to your eyes... work in a well lit space... rest your eyes when you take a posture break... do some eye exercises



### SLEEP WELL

- Get reasonably early nights
- Have a regular sleep routine
- Leave half an hour or so between studying and going to bed



### EXERCISE

- Take time to get away from your desk
- Stay fit and clear your mind with physical activity



### RELAX AND HAVE FUN

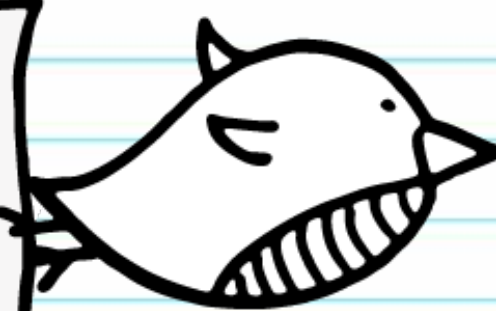
- Take part in social activities
- Make time for your family and friends... they are important!
- Having fun makes it easier to study... especially if you know your reward for studying well will be more fun
- Hit your books when you feel energised and refreshed

## Your results: the next stage

Be proud of what you achieve!

Continue to strive to reach your goals... it's a new beginning, not the end

Remember, if you don't get your foot in the door this time, you can always try the door again later



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