



STUDY SKILLS FOR YEAR 11

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Setting Goals

A dream can
only become reality
if you chase it.

Write down a short-term, medium-term and long-term goal you would like to achieve. Remember, they must be **realistic**, **achievable** and **measurable**.

Short Term Goal _____
(A few days or weeks)

Medium Term Goal _____
(6-12 months)

Long Term Goal _____
(1-4 years)

"It always seems impossible until it's done."

Nelson Mandela, political prisoner, and former President of South Africa

Quiz

	Answer	Points
Question 1		
Question 2		
Question 3		
Question 4		
Question 5		

Total score: _____



Teamwork



As you progress towards your GCSEs, you will be encouraged by your teachers to become an independent learner, someone who is willing to take ownership of or responsibility for their own learning.

But, at the same time, you also need to develop the skills to work in a team. Employment might seem like something in the distant future right now, but all employers look for people who are good team players.

Remember the England cricket team's historic World Cup triumph this summer. Eighteen months previously, the two captains, Eoin Morgan and Joe Root, had realised the importance of a team culture that every member of the team, no matter their background, could buy into. They came up with a new team philosophy which could be summed up in just three words - **Courage, Unity and Respect** – and they asked the players to remember these values every time they saw the three Lions badge on their kit.



1. Be positive. Nobody likes working with negative people, so always make sure you work with the rest of the team to solve any problems.
2. Learn to communicate openly and honestly. Make sure any criticisms are made gently, with respect, and in a constructive way.
3. Be prepared to go above and beyond what is required.
4. Listen to others, and be prepared to compromise.
5. Share your own expertise or knowledge with the team.
6. Show commitment by always being on time, and being fully prepared.
7. Focus on the success of the whole team, not just your own.
8. Always remember, no job is too small.

Summarising

A good summary should reduce the key points of a text to between 20 – 40% of its original size, without losing any important information.

Summarising your notes before an exam is a very effective way to revise a topic.



1. Read the original text very carefully, making sure you understand it.
2. Read it again, highlighting or underlining what appear to be the key points.
3. Consider changing the order of points or grouping some together to save words.
4. Consider turning several similar points into a list within a single sentence.
5. Don't copy anything straight out without re-wording it.
6. Keep it clear and simple.

Example 1 – Climate

Scientist James Black, who was 57 last week, told BBC Televisions News today that the earth's surface temperature had risen about 1 degree Fahrenheit in the past 100 years.

Mr Black, who spent 20 years studying climate change at the University of Kansas, went on to state that there is strong evidence that most of the earth's warming over the last 50 years can be attributed to human activities.

He pointed out that as commuters drive to their offices, factories and other places of work each day, the fossil fuels burned as petrol and oil to run cars and trucks as well as heating businesses and homes and power factories are responsible for 98% of carbon dioxide emissions.

(The above text is 119 words long. See if you can reduce the text to less than 50 words keeping key words and facts)

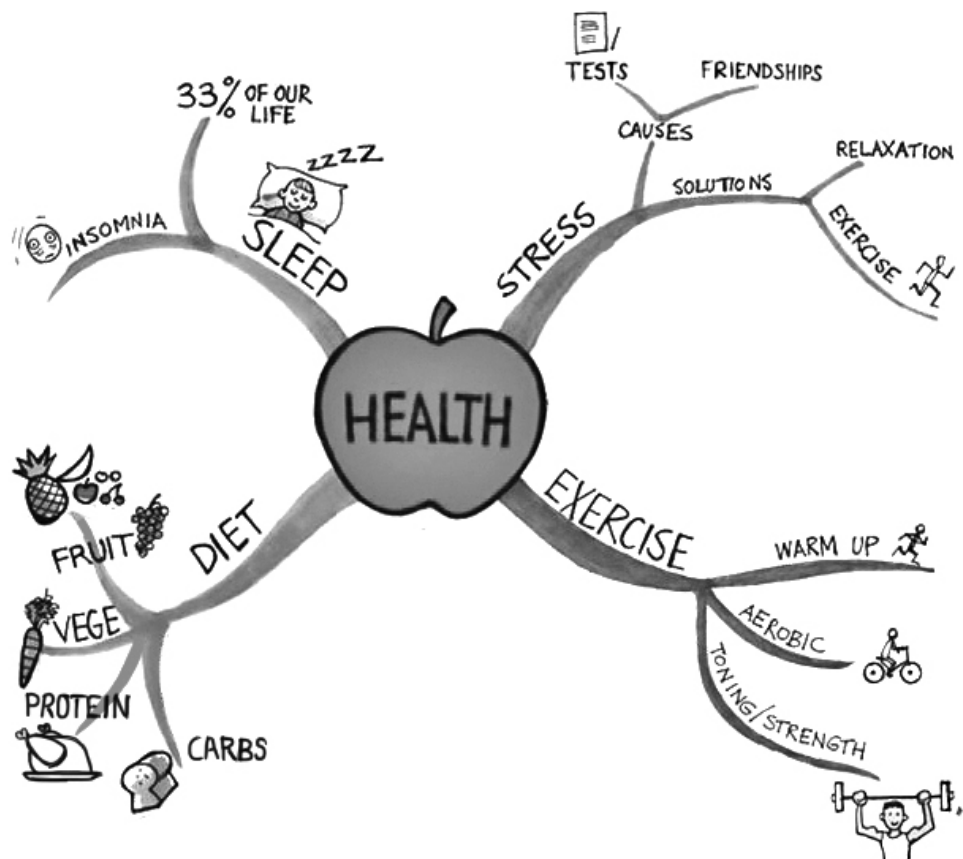


Mapping

Mind mapping is a powerful technique that helps you organise your knowledge, thoughts and ideas, and enables you to see the 'bigger picture' and connect new pieces of information. And, if you use colour and create images as well, the information will be easier for your brain to 'recall' than pure text.

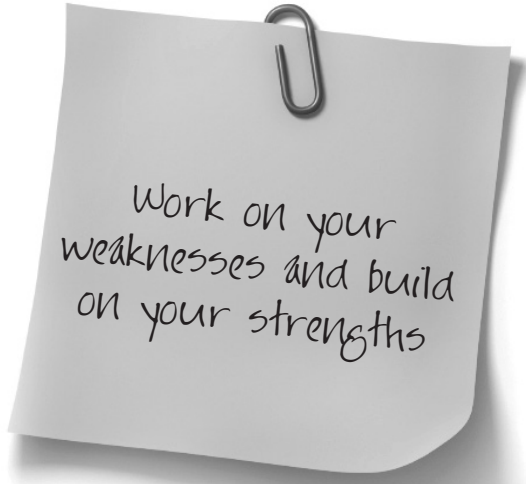
How to do it

1. Start by writing your subject which might be a single word, a question, or a problem in the centre of a blank piece of paper.
2. Add branches to symbolise key ideas that relate to your subject. Most maps have between four and six branches, but you can add as many as you need.
3. Write a keyword or short phrase on each branch. This makes your map easy to review because you will be able to see the most important ideas at a glance.
4. Add more branches at the end of branches to add further sub-topics and detail.
5. Be creative. Use different colours and add simple drawings.



Good Revision Habits

Revision is the key to improving grades. It will undoubtedly open the door to university, vocational training, and jobs. But, in order to revise effectively, you need to be **self-disciplined**, **organised** and **focused**. Remember, it is up to you; no-one else can do it for you.



Work on your weaknesses and build on your strengths



Top Ten Revision Tips

1. In order to start your revision, you need to have thorough, clear notes in each of your subjects. The easiest, and least stressful way to do this, is to keep on top of your studies from the start and to make sure that you check each topic as you finish it.
2. Breakdown each subject into topics, and if topics are large, break them down again, until you have in manageable chunks.
3. Create a **realistic** revision timetable, allowing time for relaxation as well. Mix up your subjects, and also the topics you find easier and harder.
4. Short spurts of revision are most effective (25 – 30 minutes). After that your concentration will lapse, and you will need a short break.
5. Find a suitable place to revise, your bedroom, or school library. Refuse to be distracted, and **switch off** all social media.
6. Use different techniques. Read your notes aloud, create learning maps, use post-it notes to write key phrases or definitions on, use flash cards which you can re-read on a bus or train, record your notes on your i-Phone, ask your family or a friend to test you.
7. If there is something that you just cannot work out by yourself, ask your teacher to go it over with you. Don't leave it too late; take action early.
8. Take time to look at the Specifications for your exams which you will find on the exam board websites. Have you covered everything?
9. Towards the end of your revision, start to do practice papers. You can mark your own maths and science papers from the mark schemes, but you should hand in essays to teachers and ask for feedback.
10. Stay calm. Be positive. Keep your exams in perspective.

Useful Apps and Websites

mrbartonmaths.com – provides topic revision, and infinite questions and answers for revision

Mr Bruff – excellent YouTube videos for English Literature from former English teacher

XMind – for creating mind maps

Duolingo.com or **Memrise.com** – for foreign language listening skills, vocab and grammar

"Don't quit. Suffer now, and live the rest of your life as a champion."

Muhammad Ali, three times world heavyweight boxing champion



Evaluation Form

Name _____

School _____

Presenter _____

What three ideas did you find the most interesting?

1. _____

2. _____

3. _____

It's important now that you take action. What three changes will you make as a result of today's session?

1. _____

2. _____

3. _____

Is there anything else we could have done, or anything we could have done differently?

Finally, could you give us a score for the presentation today, and the ideas we covered?

Poor

☐

Average

☐

Good

☐

Very Good

☐

Excellent

☐

①

53 16 54
 27 39 15 28 40 6
 13 77 51 5 2 26 52
 29 3 41 14 50 30
 37 49 25 38 18 4 42
 7 23 31 55 46 36
 35 43 31 55 46 36
 11 19 57 22 44 12 34
 47 33 45 8 32 58
 21 9 59 48 60 10 56

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 37 49 25 38 18 4 42
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 35 43 31 55 46 36
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 7 23 31 55 46 36
 35 43 31 55 46 36
 11 19 57 22 44 12 34
 47 33 45 8 32 58
 21 9 59 48 60 10 56