



# How to Study Guide 2024

## Year 11



## Know Yourself

Did you have a study programme last year? What worked for you? What didn't work for you?

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## Which of these study 'helpers' did you try last year?

plenty of sleep	fresh air	brain music
a quiet space	water	brain gym exercises
no distractions - phone on flight mode, TV off	materials readily available	exercise
a timer	comfortable posture	healthy snacks

Remember, study at a time of day that suits you. Talk about your information with others - parents, friends, anyone who will listen! Sometimes, it can help to move around as you memorise information or use flip cards.

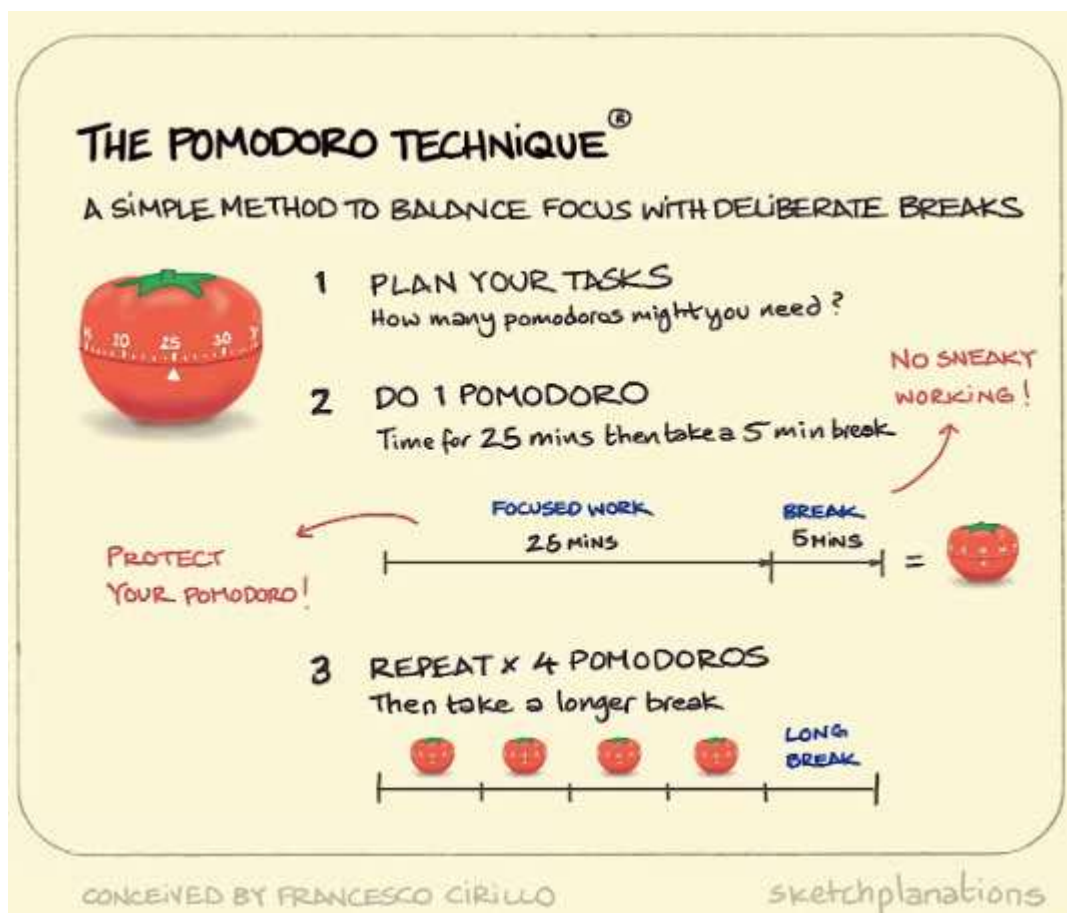
Three ways I can help improve my preparation for a study session:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## Let's Get Studying!

### Try the Pomodoro Technique

Effective study is best broken into small blocks rather than longer ones. The Pomodoro Technique can help you to do this in a structured way. This technique is recommended by the University of Auckland.



Break your study into 25-minute blocks of time - use a kitchen timer (or your phone in flight mode), then take a five-minute ACTIVE break. Maximum of four blocks in a session. If you are having a study day, then do four then have an hour break before returning to do another set.

When you are a few weeks out from exams, do one Pomodoro session per subject. When you are getting closer, arrange your study into Pomodoro Technique blocks of four.

## Make a Study Plan

A well-planned study schedule should be detailed, realistic, flexible, and varied. Good time management is an important skill to learn.

- Prioritise tasks that are urgent (internals)
- Do one thing at a time. How many Pomodoros will you need to do it?
- Write these on your Study Planner
- Chunk large pieces of work into bite-sized pieces
- Use spare bits of time to look at your flash cards etc
- Include exercise on the schedule
- Make sure you are in bed with lights out at a reasonable hour.

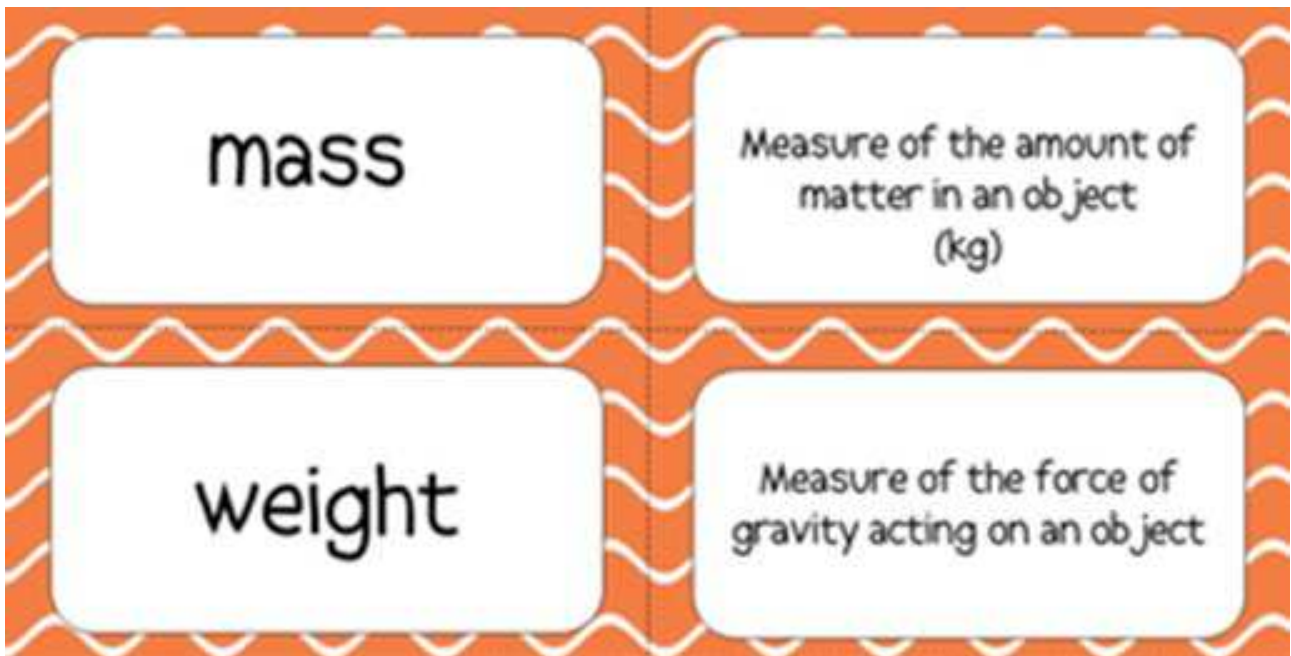


## Organising your information

The information will not get stored in your brain from just reading it – learning is active. You need to work with it and use and reuse the information for it to be available for recall.

**First thing to do is go through your notes and identify key points/info:**

- Highlight key information
- Chunk it into groupings (five works well) and use headings
- Create mindmaps and diagrams
- Make flash cards
- Summarise your notes



## Summarising

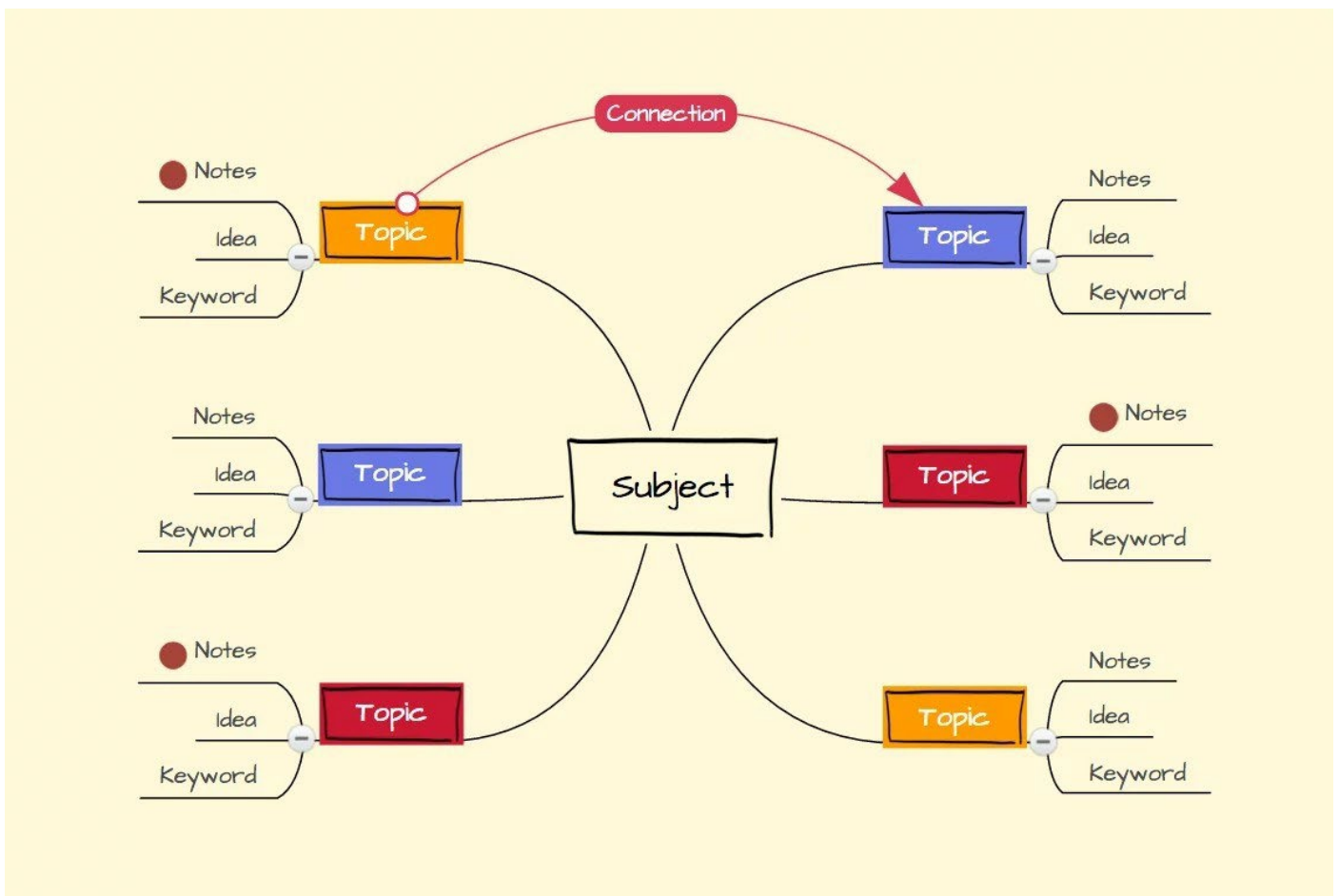
- Consciously decide to reduce the amount of information you need to learn
- Decide which things are most important from the page of information
- Prioritise your list of points
- Make your summary portable – this means you can use the notes anywhere
- Compare with your friends
- Make sure your summary addresses the question or includes all key information

## Mind Mapping

This is a really effective visual method of making notes. You can do it via a range of apps or freehand. Coggle.com provide easy to use, free, mindmapping software.

You learn the information in a number of ways:

- By reading notes and selecting information to include
- By organising and grouping the information while you are mapping
- By making further connections
- By using your mindmap as a plan to write practice answers
- You can use your mindmaps again and again



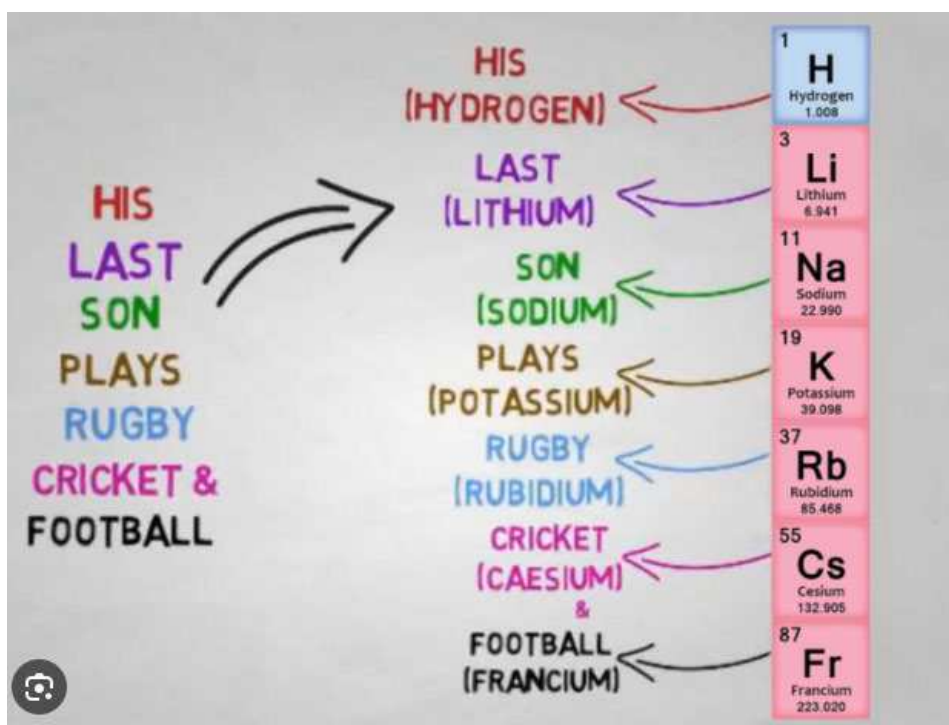
## Memorising:

It can be tricky to memorise information, especially terminology, quotes, and key facts. There are lots of ways to do this:

- Create mnemonics (shorty catchy phrases to remember key info)
- Use rhymes
- Repetition – lots of it
- Chunk – group things in fives
- Flash cards
- Quizlet – create your own sets and then use them to test yourself
- Picture prompts
- Colours

## What is a Mnemonic?

Mnemonics can really help you to remember specific information in the correct order. Acronyms and sayings, or even song lyrics, can work in the same way.



## What are the mnemonics that are used in your classes already?

For example, English students at SMC use an acronym to remember the paragraph structure, which is similar to a mnemonic:

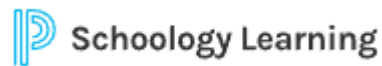
<b>T</b>	Topic sentence
<b>E</b>	Explanation
<b>E</b>	Example
<b>P</b>	Purpose of writer
<b>E</b>	Effect (on reader)

### Mnemonics (or similar) from my other classes:




## Use digital platforms for revision:

- Schoology
- Education Perfect
- Study It <https://studyit.govt.nz/>
- NZQA (for past exam papers and assessment schedules)



Mana Tohu Mātauranga o Aotearoa  
New Zealand Qualifications Authority

Notes:

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## On Exam Day

- Try to relax the night before
- Use the breathing exercises your teachers have taught you
- Get up in plenty of time
- Eat a healthy breakfast
- Check you have everything you need for the exam
- Arrive a bit early
- Listen carefully to instructions
- Read over the entire exam first then plan your time carefully
- Attempt all questions – return to difficult ones at the end if you have time left over
- Highlight key words in the questions
- Plan your answers
- Never leave before the end – check and recheck your answer!
- Stay positive!
- Remember, if you've planned your study programme well, there should be no surprises.

