

## The ABC of Revision Timetables - Think *Growth Mindset* - you can do it!

### **A. Revision timetable**

A revision timetable is basically a calendar; but instead of holidays and birthdays, it contains subjects and topics you need to revise on specific days.

#### Option 1

We have emailed & printed the A3 one for you – a calendar style that runs up to the exams.

#### Option 2

There is also an A4 weekly one – emailed and printed. [See also link to *Apps* – overleaf on p2.]

#### Subject list

Make a list your subjects; identify the key papers; and topics that may come up – see below\*\*\*.

### **B. Basic guidance**

- 1.) Populate your timetable with school time first – including travelling to and from school.
- 2.) Then include activities you always do. For example, sports/music club, favourite TV programmes etc.
- 3.) With the remaining blanks, plan your revision schedule and stick to it.
  - Make a list of your subjects, and then exam papers, and then every topic/unit you need to revise.
  - Identify the number of periods of time available – in 1hour portions.
  - Assign a subject, paper, topic to each portion.
  - Check you've not missed anything.
  - Maybe note what revision technique you will be using.
  - LEAVE SOME SPARE GAPS FOR EMERGING ISSUES or THE UNEXPECTED!
- 4.) Saturday and Sunday are key opportunities. Aim for 4-5 revision sessions (30-45 minutes depending on your concentration) around your other activities each day.
- 5.) Consider learning key quotes for English, MFL vocabulary and so on if you have a long journey to school.
- 6) After completing a revision period cross it off from your timetable. At the end of each week assess your performance and change your plans accordingly

**\*\*\*Subject List Working out what you need to do – you could list and use a table like this...**

<b>Subject</b>	<b>Papers</b>	<b>Topics</b>	<b>Revision methods</b>
English Literature	Paper 1 Paper 2		
Maths	Paper 1 Paper 2 Paper 3		
RE	Paper		

For optional, more detailed, guidance please turn over.....

### **C. More detailed guidance**

Once you start jotting everything out on paper or screen, you'll have a proper idea of the task ahead.

Can you afford a few days / ½ days off here and there?

Or is it pretty much full-on revision right up to the exams? But plan in breaks.

#### **1. Creating your timetable**

- Divide however long you have until your exams by how many subjects you study
- Then for each subject, paper, divide all the topics and areas you need to cover accordingly
- Keep it very simple or add extra fields, such as to note specific things you want to achieve in a session.
- If you can access your timetable on-the-go (via something like Google Docs or an app - see below) you'll have more flexibility over where you can study.

Also - some find rigid timetables too much – some people just make a timetable for the week / month and assign a sub-topic to that day.

#### **2. Prioritise**

What subjects – or particular topics within those subjects – do you need to spend more time on? Perhaps some mock results flagged areas you need to pay attention to? Or there are certain subjects where you need to achieve a certain grade, to progress into what you plan to do next? But remember not to neglect those subjects which you're already strong at.

#### **3. Regular refreshers**

Don't just cover an area once and move on. If you do this, the material you study first will be a distant memory by the time you come to exams. Fit in time to revisit material. You can test yourself with past papers to check that it's sticking. Ensure that you include break times during the day, these are important to help you unwind and to make sure you don't burn yourself out.

#### **4. Approach subjects differently**

Certain study methods will suit some subjects better than others. This might depend on how intense the material is, how it will be assessed or simply how you best retain everything. Do not leave your most difficult or hardest subjects till the end of the day. Instead try to get these out of the way early on.

For example, the following methods might work for you: flashcards for key events / individuals in history; jingles or rhymes for phrases you'll have to speak in a French oral exam; diagrams to identify parts of the human body in biology.

#### **5. Timings**

One way to structure a revision timetable is to allocate revision sessions and breaks within certain times, such as 45 minutes of revision followed by a 15 minute break, which is repeated. The length of your study periods can also be flexible according to what works for you. For example, you might find that two 45 minute sessions of maths, with a break in between, are most productive - but you can focus on your chemistry revision for longer periods of time.

### **6. Apps - useful timetable apps -**

- **SQA My Study Plan:** created by the Scottish Qualification Authority for Scottish students, the app creates a personalised study plan based on when your exams are – you can import your exam timetable directly from SQA MyExams. Available on: [Play Store](#), [iTunes](#)
- **My Study Life:** an app to use throughout the year, not just during your revision period. Track homework and assignments, and organise your daily and weekly schedule. Everything is stored in the Cloud for easy access on multiple devices. Available on: [Play Store](#), [iTunes](#)
- **Timetable app on google:** if you're an Android-head, Timetable is one way to manage school life across your devices. The app even mutes your phone during lessons, in case you forget... Available on: [Play Store](#)

7. The Six Strategies – see the *Learning Scientists* simple 6 strategy document on good revision.

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Other advice: <http://www.telegraph.co.uk/education/2016/03/14/create-the-perfect-revision-plan/>