

Confidence and Revision Techniques Workshop

Behaviour

- We expect you to be engaged whilst in this workshop.
- Get involved!

Objectives

- Have a greater understanding of revision techniques and study skills
- Feel more prepared for upcoming exams
- Feel more confident

The workshop won't cover:

- Detailed revision planning techniques
- Subject specific information
- All the answers!

Confidence

“Confidence is contagious. So is lack of confidence.”

Vincent T Lombardi

What happens when we feel confident or unconfident?

- What were you thinking?
- How did you feel?
- How did you behave?
- Were there any physical symptoms?

Why do we feel unconfident?

○Stand up!

1. Stay standing- if you ignore negative stuff (bounces off you)
Sit down- if you accept it (take it inside)
2. Stay standing- if you accept positive stuff (take it inside)
Sit down- if you ignore it (bounces off you)



<http://www.youtube.com/watch?v=E6qoLqWXzK8>

Why do we feel unconfident?

- For every compliment a teenager is given, they receive 9 negative comments from teachers, parents and peers.
- Part of believing in yourself is being able to accept compliments.
- Turn to the person sitting next to you and give them a compliment.
- Say thank you and then compliment them back!
- Why not give yourself a compliment?

Confidence Tips and Tools

Fake it!

*“My theory is that if you look confident you can pull off anything, even if you have no clue what you're doing. ” **Jessica Alba***



Assertive Communication

- Use your deeper, calmer voice to project confidence
- Project your voice
- Use the word 'I'
- Learn to be comfortable with silence and use pauses
- Maintain eye contact
- Have a good posture
- Use confident body language

Focus your Attention on Others

- Which famous person would you most like to be or meet and why?
- What are you most scared of?
- How would you spend a million pounds in a week?
- If you could have 1 wish, what would it be?

Activity

On your own (no talking)

- Write down one thing that makes you nervous about exams.

Control those Nerves!



*“I get nervous when I don’t
get nervous...if I’m nervous I
know I’m going to have a
good show”*

» Beyoncé Knowles

Control those Nerves!



- Look after yourself!
- Be prepared!
- Get into the zone!

Revision Techniques

Ongoing revision

Revision should be something you do all the time, not just at exam time!

However, we appreciate that you're just about to do your AS exams, so the revision techniques we'll discuss today are based on preparing for those and revision within short timescales.

Choosing best times to study

Study time can mostly be divided into three different types.

High quality is the time you're able to concentrate best. You're not tired, have few distractions, and you can really get things done.

Low quality is when most of us study. You might be tired, have many distractions, or not have long enough to complete things effectively.

Parallel time is when you're doing something else but can think about your studies at the same time. For example, can you put lecture notes on your MP3 player and listen to them on the bus?

Choosing best times to study

- When do you find it easiest to study? (Mornings, afternoons, evenings?)
- When do you find it more difficult to concentrate?
- Plan to do more complex tasks in your good study time
- Plan to do more mechanical tasks (or chores, keeping fit, socialising, relaxing) in your worst time for thinking
- Make a brief to-do list each evening, so you don't delay starting by deciding what to do first

Working more efficiently

- How do you use your time now?
- Are you studying at your best times?
- Are you spending too long on particular study practices?
- Does it take a long time to get started?
- Can you find everything you need easily?
- Are you easily distracted?
- Where will you be working? To study effectively, ideally you will need a quiet, organised study space

Working more efficiently

Tips to plan time more efficiently

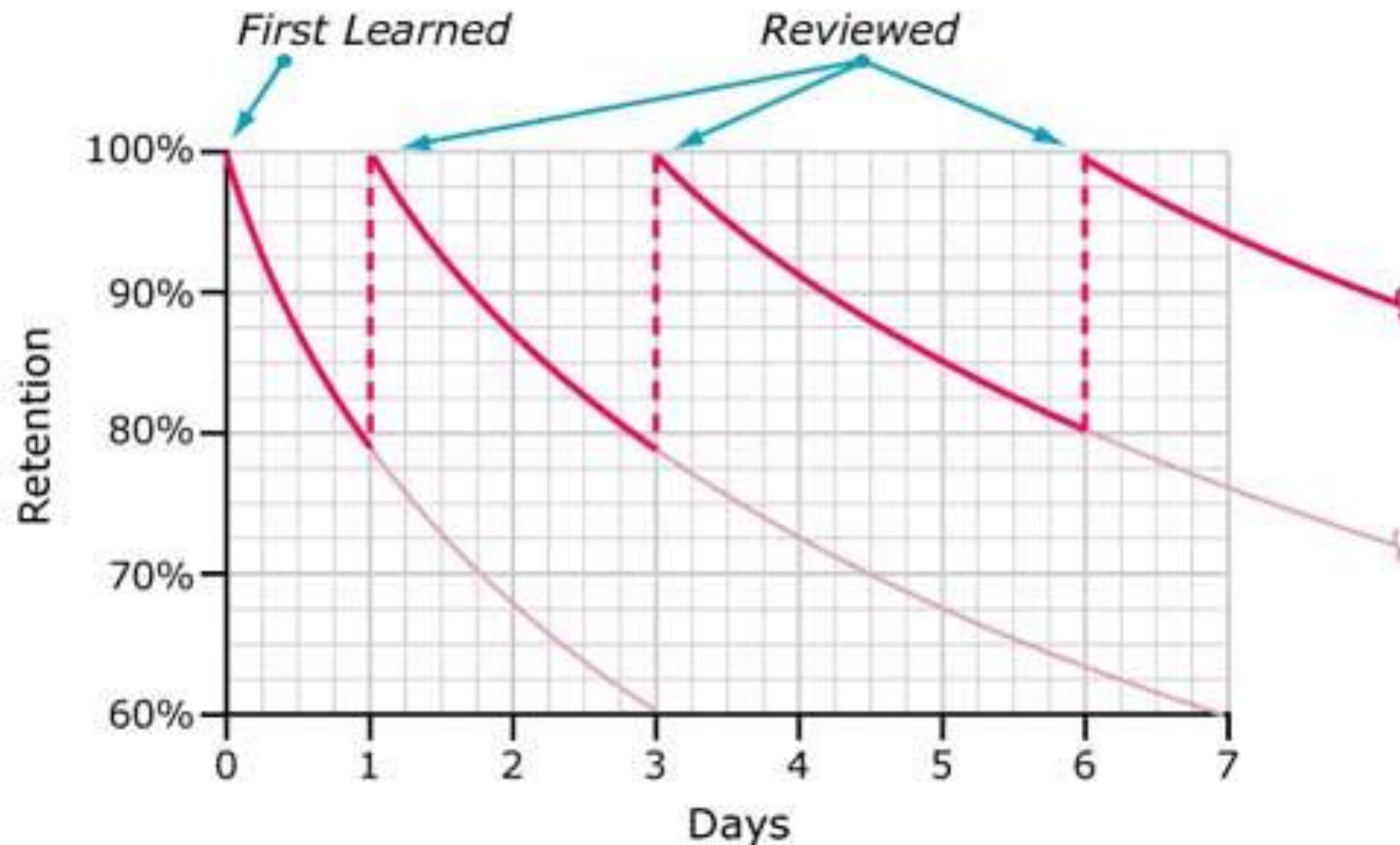
- Have lots of small manageable targets, and reward yourself for achieving them
- Have a to-do list for the week, and for the next day
- Revise your to-do lists, study timetable and work schedule regularly to check they're still working for you
- If you're falling behind, check that you're not trying to do too much – don't try and learn every single thing about the topic if this is not what you're going to be examined on

Tasks

- Break into individual tasks that are each manageable
- If you get stuck, choose an easy task to do next to get yourself going again
- If you are finding it hard to concentrate/get started, spend five minutes on each task (rotational time management) and when you see how much you can achieve in five minutes this will spur you on to work more.
- Group similar tasks together
- Plan for breaks- breaks improve efficiency and concentration
- Keep changing your study mode

Repetition, repetition, repetition!

Typical Forgetting Curve for Newly Learned Information



CONE OF LEARNING

After 2 Weeks
we tend to remember

Nature of Involment

10% of what we READ

Reading

Verbal Receiving

20% of what we HEAR

Hearing Words

30% of what we SEE

Looking at Pictures

50% of what we
HEAR & SEE

Watching a movie
Looking at an Exhibit
Watching a Demonstration
Seeing it Done on Location

Visual Receiving

70% of what we SAY

Participating in a discussion
Giving a Talk

Receiving/
Participating

90% of what we
SAY & DO

Doing a Dramatic Presentation
Simulating the Real Experience
Doing the Real Thing

Doing

PASSIVE

ACTIVE

Forgetting and Memorising

First, review what you learn continuously as you learn. After each section of revision, look back over the main points.

During revision blasts, look over what you do each day at the end, and each week too. The positive results are staggering: rather than constantly resuscitating dead memories, or over-watering them pointlessly, you can reduce the net amount of time spent by as much as a factor of three.

Priorities

Deciding on priorities

- Which exam is first?
- What will count for more marks?
- What is “added value” and can be left till later?
- What can I get done quickly?
- What do I need to take more time to understand?
- What do I need more help with?

Prioritise

- Make a list - is there anything you can cross off now?
- Prioritise your remaining tasks – now, soon, later

Priorities

- Revision sessions should be goal rather than time-oriented.
- Setting a tangible goal, such as memorising 12 quotations, improves learning efficiency: it enables students to focus on only the most relevant material, and exposes the information they've not learnt. But there's another important reason.
- Don't just revise the subjects you enjoy – if anything you should prioritise the subjects you are struggling with the most

Breaks

Planning your breaks can be just as important as scheduling the actual studying.

Medical research has shown that the correct use of breaks boosts your ability to assimilate new information. This is crucial in the early stages of revising.

Study for 30 minutes, then take a 10-minute break. In those 10 minutes – this is really important – don't process any new information. That includes going on Facebook, checking news feeds or reading news articles.

Later on when you're only consolidating information, memory recall isn't nearly as stressful as assimilating it in the first place. By that point you should be able to work at least an hour without a break, usually two.

Break!

Breaks



- Which activities could you do during your revision breaks which don't involve processing any new information?
- How do you like to relax during your revision breaks?

Techniques

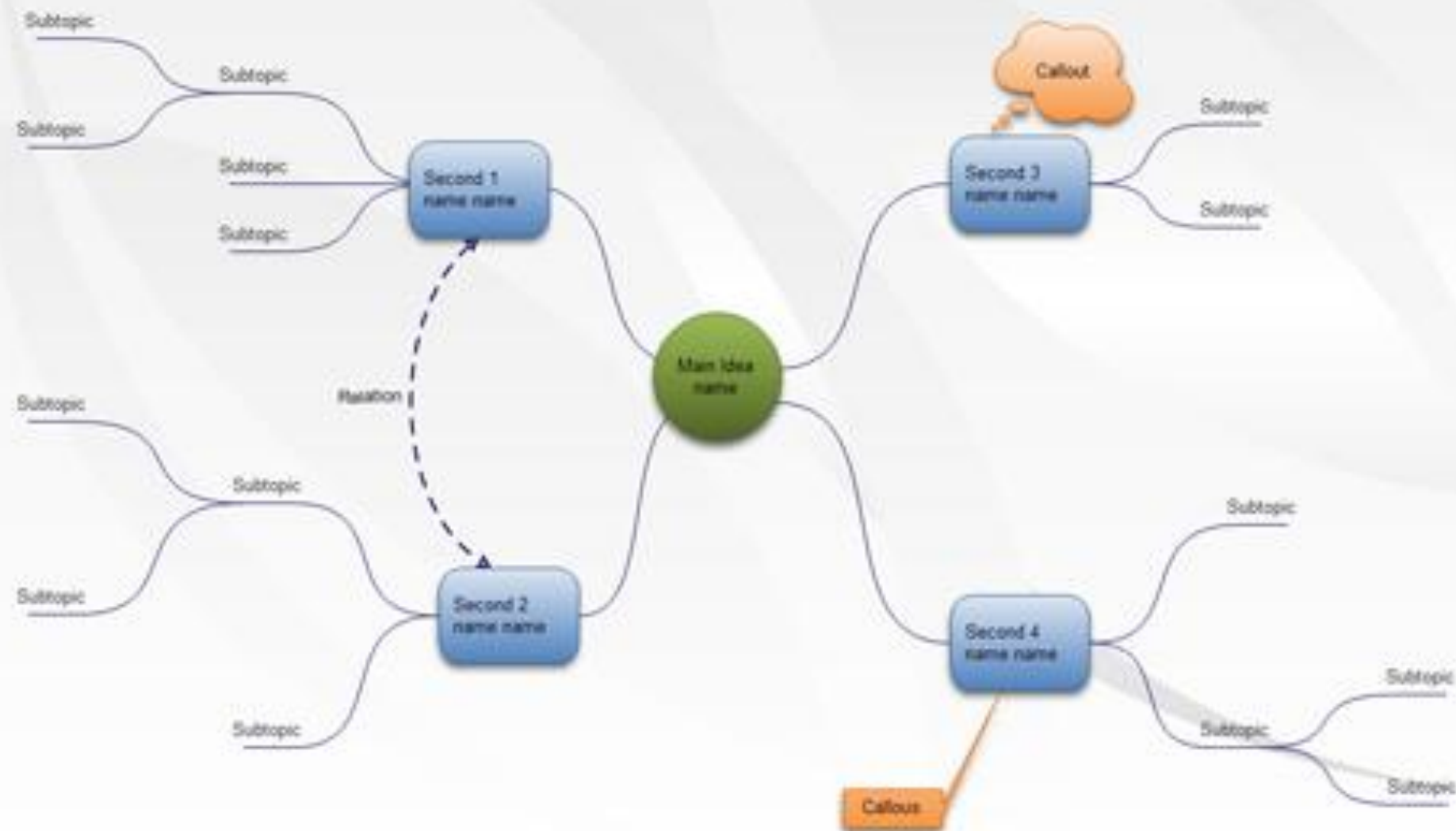
- Don't think it will be enough simply to read through your notes. It won't. Very few of us have a photographic memory. You will need to employ other techniques
- Be the teacher! Once you have revised a topic, try teaching it to someone else.
- Ask questions of yourself - write question in one column and answer in the next, then cover up the answer and test yourself.
- Ask someone in your family to test you.
- Types of learning styles

Mind Maps

Help distil complex topics onto a single memorable page by using branches, colour and images.

- Creating a spatial structure invites easy exploration in memory.
- Their creation is active. Forces us to sift, understand and summarise in order to create the diagram, helping make new connections which deepen and elaborate our understanding.

Mind Map Template



Mind Maps

The main principles are as follows.

- Note down points in a spray pattern, starting from the centre and working outwards.
- Keep your points brief – use key words, authors, theories or processes.
- Use lines to show connections between things.
- Be prepared to re-work the map until you are happy with the organisation.
- Include colour, symbols and pictures to make it more memorable.

Planning/prep

Plan your revision

- Share your plan with a parent/friend or stick it to the wall
- Prioritise tricky topics
- Use past papers
- Set goals, not amounts of time
- Use breaks correctly
- Avoid or strictly manage caffeine intake
- Sleep well

Think Positive Thoughts

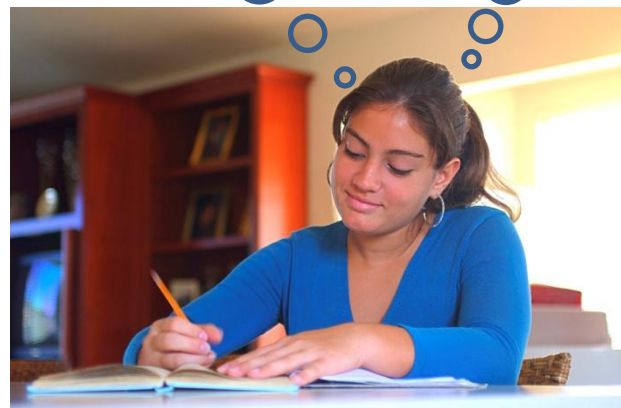
No one else finds
Chemistry
this hard

I'm never going to
pass this exam!



I've worked really
hard today so I'm
going to reward
myself with a break

I feel positive
about this exam
tomorrow



Procrastination

- The solution is always just to begin, and not waste time worrying what will happen when you begin.

What distracts you from study and how could you deal with it?

- 1) Write one thing that distracts you from studying on a post-it, then pass it on
- 2) Suggest a way to avoid the distraction you've been given – pass it to someone different this time

Procrastination

- Turn off/hide your phone!
- Take a break to watch TV rather than watching in the background
- Turn off the music – unless it's instrumental (like Mozart, not loud drum and bass!)
- Don't revise on the computer unless necessary (using revision test website etc)

Eat, Sleep, Drink!

- Sleep – Having the full eight hours' sleep teenagers require has been proven to increase memory retention by up to 35%. So by not staying up late, whether to cram or watch a film, you'll be able to learn a third more the next day.
- Eat - Caffeine is not recommended for teenagers in any case, but managing your intake is vital – cut out the Red Bull, and pick up a banana instead!
- Drink – lots of water!

Nature has got it right. Sleep enough and drink enough water and it will improve your memory, and you'll feel more positive. It might be possible to study for longer, but you need to rest your mind and body.

The 5 step plan

A quick fix for when you are feeling overwhelmed

- List everything you need to do
- Break down big tasks into smaller steps
- Put in three columns – Now / Soon / Later
- Do something from the Now column and tick it off the list – getting one task done will make you feel calmer
- Now put the rest in order and plan to tackle them

Ambassador Tips!

Resources – Study Skills

- www.learnhigher.ac.uk/Students.html
- www.thebuzzbook.co.uk
- http://www.thestudentroom.co.uk/wiki/Revision_Methods_and_Tips

Resources – A-Level Revision

- <http://www.s-cool.co.uk/a-level>
- <http://revisionworld.co.uk/a2-level-level-revision>
- http://www.thestudentroom.co.uk/wiki/A_Level_Revision_Notes

Questions?

Library Access

- Please note that MAP students will **not** have access to the Library during exam time: **from 1st-31st May 2013.**
- You will still be able to go to the front desk to collect your card during this time but you will not be able to study in the Library.
- If you wish to collect resources from the Library during this time, you will be advised to email:

Natalie.patton@manchester.ac.uk OR Muazama.Ali@manchester.ac.uk

- You should email Natalie or Muazama at least 24 hours beforehand to request the book(s) you would like to borrow and these books should be ready to collect from the front desk the next day.

ExamsTutor

- Each of you has been provided with an ExamsTutor log in
- ExamsTutor is a fantastic resource that will help you to get the best possible grades in your upcoming AS exams

Discover Days in Summer 2013

We are hosting a great range of visit days this summer for post-16 learners interested in applying to the University of Manchester.

[Discover Textiles and Fashion Business – Wednesday, 12 June](#)

[Discover Law – Tuesday, 18 June](#)

[Discover History – Wednesday, 19 June](#)

[Discover English – Thursday, 20 June](#)

[Discover Chemistry – Monday, 24 June](#)

[Discover Social Anthropology – Thursday, 27 June](#)

[Discover Life Sciences – Monday, 1 July](#)

[Discover Midwifery – Tuesday, 2 July](#)

[Discover Nursing – Wednesday, 3 July](#)

[Discover Engineering – Thursday, 11 July](#)

The sign up link is in the MAP newsletter.

Please note that if you participate in the entirety of a Discover Day you will receive 10 MAP units.

Thank you!
Now sign out!