

## **Revision techniques** – taken from Study Skills, Clifton Press 1999-2000

### **Timetable**

- Plan your revision as far in advance as possible.
- Think of it as an integral part of your course.
- Make a revision timetable, and stick to it.
- Don't cram all revision into the last few days before the exam.

### **Time management**

- Arrange revision into manageable blocks of time.
- Work in shorter rather than longer periods.
- If necessary, intersperse these with short breaks.
- This will help you to remember your material more efficiently.

### **Concentration**

- Don't try to revise too many subjects at the same time.
- Too much topic-switching may cause confusion.
- One subject on a given day may be enough.

### **Variety**

- If you start to feel jaded, have a short break.
- Alternatively, do something you find relaxing.
- However, don't use this as an excuse to escape difficult topics.
- This too will lead to fragmentation.

## Timing

- Many people work best in the earlier part of the day.
- This is because they feel more mentally alert.
- Others may prefer to work late into the evening.
- This might be the only time free from disturbances.
- Choose whichever suits your purposes and your temperament.
- Decide on your best routine and then stick to it.

## Pace

- Don't drive yourself to the point of tiredness.
- You will not retain a firm grasp of material when feeling tired.
- A well planned timetable should help you to avoid this danger.

## Repetition

- It is possible to use quite short periods for revision.
- Five or ten minutes may be enough to rehearse a course overview.
- Three or four short sessions may be more useful than one longer block.
- Revise lists, chronologies, or formulae in short periods.

## Prompt cards

- Make a digest of your revision notes on index cards.
- Carry round these prompt cards for revising in brief periods.
- It's always useful to have a good **overview** of the course and its topics.