

**SYSTEMS:**  
**3. SNACK DON'T BINGE**

**WHEN IT COMES TO STUDYING...**

2

**DO YOU SNACK REGULARLY ON KNOWLEDGE...**



3

**OR DO YOU BINGE ON KNOWLEDGE JUST BEFORE EXAMS?**



4

**STUDIES SHOW THAT  
STUDENTS WHO REVIEW  
THEIR LEARNING  
REGULARLY PERFORM  
SIGNIFICANTLY BETTER...**

5

**...THAN THOSE WHO  
LEAVE IT TO PILE UP  
AND TRY TO DEAL WITH  
IT ALL AT ONCE.**

6

*PRODUCTIVITY IS THE  
AMOUNT OF EFFICIENT  
AND EFFECTIVE WORK  
YOU DO.*

*PRODUCTIVITY INCREASES  
BY DOING SMALL  
AMOUNTS OF WORK  
MORE FREQUENTLY.*

*A GOOD HABIT TO DEVELOP  
IS CALLED:  
"THE WEEKLY REVIEW"*

*FOLLOW OUR 4 STEPS AND  
YOU WILL SOON FIND  
YOURSELF SNACKING,  
INSTEAD OF BINGEING!*

## **BIG IDEA**



- × We have used this method many times to help students review their learning more regularly.
- × The results can be astonishing, if you commit to this every week!

**STAGE 1:**

***SET ASIDE 1 HOUR  
PER WEEK...***

***... THIS TIME MUST BE  
SACRED - DON'T LET  
YOURSELF BE  
DISTURBED!***

***STAGE 2:***

***... SPLIT UP THE HOUR  
EVENLY, WE SUGGEST  
15 MIN PER  
COURSE/PROJECT.***

***STAGE 3:***

***FOR EACH 15 MIN SLOT,  
REVIEW THE WEEKS WORK  
FROM THAT COURSE IN  
THE FOLLOWING WAY...***

**3A-CHECK NOTES ARE  
CLEAR.**

**3B-SUMMARISE YOUR  
LEARNING IN A QUICK  
DIAGRAM, MIND MAP  
ETC**

**3C-HIGHLIGHT ANY  
LEARNING YOU'VE FOUND  
DIFFICULT. THIS WILL  
NEED FURTHER WORK  
LATER.**

**3D-GO THROUGH JOBS,  
HOMEWORK, ETC.  
MAKE A PRIORITISED  
LIST.**

**STAGE 4**

**REWARD YOURSELF!  
ONCE YOU'VE DONE THIS  
YOU SHOULD BE FEELING  
PRETTY GOOD AND IN  
CONTROL.**

HERE IS AN EXAMPLE.....

THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

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	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
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M													
T													
W													
TH													
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SA													
SU													

Red Squares represent Lesson Time

THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
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SA													
SU													

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	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
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SA													
SU													

Blue Squares represent Part Time Work

THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
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THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE. NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

Grey Squares represent Lunch / Travel / Social Time

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

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	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

Yellow Squares represent Fitness / Sport

THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

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	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

Finally the Green Squares represent independent study. In this example 10hrs are easily met:  
 - 2 during free lessons  
 - 2 hours 3 nights per week  
 - 2 hrs on a Sunday



**THIS EXAMPLE SHOWS A POST 16 STUDENT TIMETABLE, NOTICE WE HAVE INCLUDED TIME AFTER SCHOOL AS WELL**

	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8	8-9	9-10
M													
T													
W													
TH													
F													
SA													
SU													

This will allow us to review the previous week, without impacting on any of our independent study time

	9-10	10-11	11-12	12-1	1-2	2-3	3-4						
M													
T													
W													
TH													
F													
SA													
SU													

### SUMMARY OF WEEKLY REVIEW STAGES...

1. Choose a 1hr slot you can commit to every week.
2. Split up the hour evenly, approx. 15 or 20 mins per course
3. For each course spend 15 – 20 mins reviewing the week's work in the following order:
  - a. Check notes are clear, legible and in order
  - b. Summarise your learning in a quick diagram, mind-map or a few lines of notes
  - c. Highlight / Circle material you have found hard. This is stuff you will need to work on during independent study time
  - d. Go through jobs you've been given and deadlines you've got. Make a prioritised list for the week ahead.
4. Reward yourself!! Once you've done this 4 times, once for each subject, you should be feeling pretty good. You're now in control. You know what needs to be done!

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**THE FOLLOWING EXAMPLE SUGGESTS HOW YOU COULD LAYOUT OUT YOUR WEEKLY REVIEW.**

**FOLLOWED BY AN EXAMPLE FROM A BUSINESS STUDIES A LEVEL STUDENT**

This student is studying 3 A Levels so their time is divided into 20 mins per subject.

In the final section you should add any areas of the topic you found difficult. These should be looked at during your study time.

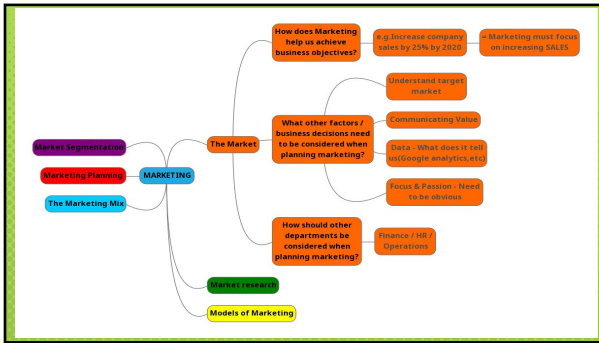
Spend 15-20 mins completing the sections for each subject.

This example shows what might be achieved in 20mins – First they sorted their notes and created a mind map of the week's "marketing" topic, for Business Studies A Level.

Once you have completed this for each subject you should add a prioritised list of tasks to complete during the week. This could be written on the bottom section, or in the notes on your phone.

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SUBJECT	Notes Sorted	Summary / Mind Map	Need to Work On
BUSINESS STUDIES			Google Analytics?? What is it? How could this help marketing??  <u>Other business departments</u> – How can these affect the marketing function? Find example of how HR or finance might affect marketing of a business???
ENGLISH			
LAW			



### FINAL THOUGHTS

1. Students who make a habit of the Weekly Review are often much calmer and less stressed.
2. They can leave school on Friday knowing they are on top of things.
3. They've emptied their heads of all the little niggling worries that might keep them awake at night.
4. Which subject needs to be the one you do most regular reviews on? Why?