***Note that this file is just for demonstration about how I wrote created a file for myself on exam advice. Do not read too much into it. Try to develop your own file after much exam practice.***

* Double check your answers at the end of each question and at the end of the paper.
* **Read each question at least twice before answering, sure it can be a pain but you’ll be more likely to get it right. You make little changes when proofreading so it’s best to get it right the first time.**
* Treat exams are more of a challenge that you’re looking forward to. Tell yourself the anxious feeling you have is excitement.
* **Vocalise or murmur all your thoughts during the exam. It really helps.**
* Remember that as long as you explain your reasoning well, you’re most likely hitting the marking points. Be convincing.
* **Think rather than writing the first thing that comes to mind - have a little plan.**
* Whatever you do, don’t panic, go crazy, and jump from question to question. That’s how you waste a lot of time.
* **If you finish every question (even the starred ones), re-read every question and make sure your response suffices.**
* If you have no idea how to do a question within X seconds, star it for later and move on. The aim at the start is to gain the most amount of marks in the least amount of time.
* **Be specific (eg, how many electrons have been lost).**
* When doing any working out, ensure you transcribe everything from one line to the next correctly (ie, avoiding disappearing brackets or pluses to minuses).
* To say focused, practice SMOOTH rhythmic breathing as it allows for a regular heart rate and thus blood supply to the brain. It’s all about rhythm (eg, 4s in 6s out or 5s in 5s out or any other set of numbers) and putting your attention at the centre of your chest.
* Understand when you need to move on but don’t do it too soon otherwise you won’t see the solution: if you keep finding new approaches then carry on, if not and you’re using the same approach over and over without results then come back to it later.
* Be a little suspicious when you’ve done so little working out for so many marks.
* If you’re so fixated on one solution that you can see no other (even though you know there is one), relax and use diffuse thinking. Look around the room for a bit; let your mind wander. You need to alternate well between the two modes, think about the problem for a while, take a break for a few minutes and come back.
* Keep track of what’s happening throughout a question, go back to the start if you get confused at a point.
* Have more confidence in some of your answers - you can spend too much time checking in exams.

## Specifically for Science

* Re-read answers to ensure they’re sound (eg, ‘proton’ rather than ‘photon’).
* Check off parts of the question as you complete them - remember that every word counts and the later questions are harder so require more thought.
* Be explicit when describing methods. E.g., say use a **STOPWATCH** to even though it’s rather obvious.