



GUIDE TO MAKING A BOUND REFERENCE

There are many ways to make a bound reference. It could be anywhere between a 10-page booklet made of a series of chapter-specific cheat sheets to a 30-50 page encyclopaedia of the subject. It could be handwritten, typed or a mixture of both with photocopies of pages from other resources. Regardless of how you choose to make yours, here are some tips to help you optimise your creation.

As mentioned earlier, the exam at the end of the year is stressful enough without having to worry about creating a whole bound reference for the subject as well. By making pages for it as you finish each topic you make your future life easier and you're also revising for that topic's SAC! In addition, using what you've made of a bound reference by the time you begin doing practice exams is beneficial as it simulates real exam conditions.

You do not want to waste minutes in your exam flicking forwards and backwards through your reference for a specific page. Number your pages and organise the reference such that the topics are in a logical order. You want Univariate and Bivariate data in order the same way you want Differentiation and Antidifferentiation to be one after the other.

1/ BUILD IT AS YOU GO.

Because you don't need any extra work to do come exam time.

2/ USE A TABLE OF CONTENTS.

Particularly if it's 15 pages or more

It's all well and good bragging about how hefty your bound reference is, but how much of it is relevant or useful? If your reference is 50 pages long I can guarantee there are things in there that are obvious enough that they don't need to be included. They only serve to 'camouflage' the important stuff. Similarly, if your reference is fairly short, there will be things you should include that you may think to yourself 'I'll remember that' but you might not, write it down just in case!

After doing a few practice exams or exam-style questions from a topic, you will notice the VCAA tend to ask similar questions year to year with the only difference being how they ask them. For especially tricky questions, write the question and the answer, being sure that you understand what you're doing in each step. You may even want to write a generalised version of the steps you're taking, just to make sure you can easily access and use the worked examples for other questions.

You only want to bind your reference when you're absolutely sure you've got everything you need in it. As you start doing practice exams and questions from other sources, you'll find more information that you might need to edit or change. If your book is already bound, it can be difficult to add things and still meet the VCAA standards. VCAA won't accept sheets that are loosely sticking out or just tucked in. For full specifications and technicalities on what you are/aren't allowed on the exam, check out the VCAA website.

3/ DON'T INCLUDE CLUTTER.

What's really relevant?
What do you actually need to know?

4/ INCLUDE WORKED EXAMPLES.

Think about questions that are likely to come up in the exam.

5/ DON'T BIND IT TOO EARLY

Wait until you know you've got everything you need in there.