



PAUL ROOS GIMNASIUM – LEERDERONDERSTEUNING (PLO)

## Wenke aan leerders vir eksamensukses:

### 1. Time management:

- Create a study schedule according to your own circumstances: state when you are writing which subjects, as well as when you are going to start learning.
- Identify your biggest time-wasters – and deal with them accordingly.
- No cell phone may be present while you learn. Put it away in another room!
- Avoid procrastination – be self-disciplined!
- If you plan on having a 10 minute break- stick to it, do not let a 10 minute break turn into a 30 minute one.

### 2. Planning:

- Have a vision, what are you working for?
- Revise your own study skills – ask yourself if your study method is really working for you, can you answer questions that you could not answer before?
- Create goals for each subject – be specific, but realistic. Discuss your goals with your parents.
- Your study environment is crucial – **no learning takes place on a bed!** Our brain daily makes associations – your brain associates your bed with rest and sleep, therefore you will become tired easily.
- Study at the same place.
- Make sure you have everything you need before your start with your studies.

### 3. Roetine:

- Behou `n gesonde roetine - slaap genoeg, eet gesond en verseker daaglikse oefening. `n Gebalanseerde leefstyl sal help dat jy optimaal kan konsentreer.
- Moenie te laat gaan slaap die aand voor die eksamen nie (`n mens se geheue bestaan uit die inlaai van inligting in jou geheue, die behou-fase en die herroep-fase, as jy te moeg is, sal jy sukkel om werk te herroep.

#### **4. Nutrition:**

- Eat balanced meals during the exam.
- Plan to have healthy snacks at regular intervals. Do not use snacking for procrastination. Unsalted peanuts, nuts, dried fruit, low-salt biltong, chicken, carrots, tomatoes, cheese, whole wheat sandwich, sardines, boiled egg, yogurt, fruit are all examples of healthy food.
- Avoid unhealthy snacks with little nutritional value. Additives such as tartrazine, food colourants and MSG are known to cause attention problems and may harm your focus and concentration.
- Remember to be hydrated – water, milk, rooibos tea are great drinks.

#### **5. Before the exam:**

- Gather all the necessary stationary. Three blue pens, a black pen, two sharpened pencils, eraser, ruler, watch (no electronic watches are allowed) and any other equipment you may need. Tissues, if necessary. Pack these in a transparent pencil bag and put it in a place where you will not forget to take it to the examination room.
- Be cautious about talking to your friends about the work before an exam – they may confuse you or make you worried.
- Never be rushed before or late for an exam.
- Make use of the bathroom before an exam.
- Calm yourself before you look at the exam paper – do breathing exercises.
- Make sure you do not have any electronic device on you, no notes or other paper except for the paper that the invigilator will hand to you.

#### **6. Tydens die eksamen**

- Maak seker jy skryf alle nodige inligting voor op jou folio – naam, van, graad, seksie, vak, onderwyser wat vir jou die vak aanbied en die datum. Trek 'n netjiese lyn.
- Lees deur die volledige vraestel voor jy begin.
- Beplan hoeveel tyd jy per vraag / afdeling gaan benodig.
- Neem 'n ekstra folio om notas op te maak wat jou sal help om die werk te herroep – goed soos prentjies, diagramme, akronieme wat jy gebruik om assosiasies te maak.
- Neem jou tyd – moenie gejaag voel as jou vriende voor die tyd klaar maak nie. Werk hard tot aan die einde.
- Bly kalm: beweeg liewer na die volgende vraag as jy skielik niks kan onthou nie. Hoe meer tyd jy mors, hoe meer gefrustreerd en minder produktief is jy.

#### **7. Lees van die vrae**

- Maak seker jy verstaan die vraag voor jy dit beantwoord.
- Antwoord slegs wat die vraag vra – moenie tyd mors met onnodighede nie.

- Monitor jouself konstant dat jy besig is om die vereistes van die vraag n ate kom.
- Let op die kernwoorde van 'n vraag – onderstreep dit dat jy weet waarop om te fokus.
- Maak seker jy weet wat gevra word: let veral op woorde soos: verduidelik, noem, bespreek, lys, wat verstaan jy onder..., ens.

## 8. General:

- Remember that self-talk and self-motivation is crucial.
- If you become anxious, breathe deeply to calm your body.
- Contact your teachers if you are uncertain about the work.
- Do not spot, it creates unnecessary stress.

## Wenke aan **ouers** om hul seuns te ondersteun tot eksamensukses:

- Maak seker u lees deur die wenke aan leerders tot eksamensukses.
- Help u seun om spesifieke doelwitte vir die eksamen neer te skryf en plak dit op waar hy dit daaglik kan sien (doelwitte moet realisties wees)
- Vergewis u self met sy eksamenrooster (ook verkrygbaar op die PRG-webtuiste)
- Verseker dat hy genoeg **slaap** (tussen 6-8 uur), **gesond eet** en **oefening** inkry tydens die eksamen.
- Genoegsame ontspanningstyd is noodsaaklik- geen werk moet dan bespreek word nie. Verseker egter ook dat dit nie misbruik word nie en u seun byvoorbeeld te veel tyd verloor met skerms (selfoon, tablette, televisie nie).
- Skep 'n studieruimte en verseker dat hy die hele eksamen daar studeer- ons brein maak assosiasies tussen plekke en take wat daar verrig word- dus geen studeer op 'n bed nie.
- Ensure an academic environment – ask siblings to respect the examination period by lowering the noise level.
- Make sure your son has all the necessary stationery that is needed for his studies, as well as the examination.
- Ask your son to switch his cell phone off and put it away (in another room than where he is studying).
- Support your son with encouragement and motivation. Make your confidence in his ability known.
- Know your son's ability – do not put unnecessary pressure on him if it is not within his reach.
- Keep a calm and relaxed atmosphere in the house – Avoid unnecessary conflict and stressful conversations.
- Be present and listen to your son. Have positive thoughts and reflect a “can do – attitude”. Avoid portraying your negative or worried thoughts about the exam to your son.
- Guide your son through a stressful time. Create parameters of control.
- Ensure that your son is not late for school, as this create extra stress on them.
- Praise and reward (within boundaries) your son if he reaches his goals.