



Preliminary Year 11 Assessment Book 2009

Student Information

**P Garrard
Principal**

School Directory

Principal:	Mr P Garrard
Deputy Principal:	Mrs C Norris
Year 11 Adviser:	Mr J Gilchrist

Head Teacher for:

Administration:	Miss L Brierty (Acting)
Computing Studies:	Mr W Biddle
English / ESL:	Mr K Khurshed
History / Languages:	Mr P Wood
Industrial Arts:	Mr G Wright
Mathematics:	Mr T Garvey
Music:	Mrs A Shaw (Coordinator)
PDHPE:	Mr B Grant
Creative Arts:	Ms A Howard
Science:	Dr R Carlson
Social Sciences:	Mr B Jacob
Welfare:	Mr K McKenzie (Acting)
Teaching and Learning	Mr W Biddle
Careers Adviser	Mrs E Ramsay

Table Of Contents

Letter of Introduction	4
Year 11 Preliminary Year	5
Assessment	5
Student Responsibilities	5
Work Experience	7
TAFE Delivered Vocational Education Assessment	8
Diary Dates for Assessment Tasks	9
English	11
- Advanced	11
- Standard	11
- Extension 1	11
- ESL	12
- Fundamentals of English	12
- ESL Fundamentals of English	12
Creative and Performing Arts	13
- Drama	13
- Photography (1 Unit)	13
- Visual Arts	14
- Music	14
History	15
- Ancient History	15
- Modern History	15
- Society and Culture	15
Mathematics	16
- Extension 1	16
- Mathematics	16
- General Mathematics	16
PDHPE	18
- PDHPE	18
- Sport, Lifestyle and Recreation	18
Science	19
- Biology	19
- Chemistry	19
- Earth and Environmental Sciences	19
- Physics	20
- Senior Sciences	20
Social Sciences	21
- Business Studies	21
- Economics	21
- Geography	21
- Legal Studies	22
Technical and Applied Studies	23
- Design and Technology	23
- Engineering Studies	23
- Industrial Technology – Timber Products and Furniture Industries	24
- Industrial Technology - Metals and Engineering Industries	24
- Industrial Technology – Electronics Industries	24
Technology	25
- Information Processes Technology	25
- Information Technology (VET)	25
- Software, Design and Development	26
Study and Examination tips	27
Additional Notes	29

February 2009

Dear Year 11 Parents and Students,

This booklet has been prepared to provide you an outline of assessment tasks for each subject in the Preliminary Year.

There are four (4) key elements to success in senior schooling:

- **Consistency**
- **Application**
- **Attitude**
- **Attendance**

A senior student must develop a work ethic that reflects a serious commitment to their studies that will provide a solid foundation to maximise their potential.

If you need to discuss any pastoral care or personal issues, please make contact with any of the following staff members:

- Mr Gilchrist (Year Adviser)
- Mrs Ramsay (Careers Adviser)
- Ms Haynes (School Counsellor)
- Mrs Norris (Deputy Principal)

If you have a subject specific matter, please make contact with the relevant head teacher or coordinator:

Creative and Performing Arts:	Ms Howard	PDHPE:	Mr Grant
English:	Mr Khurshed	Science:	Dr Carlson
History:	Mr Wood	Social Sciences:	Mr Jacob
Mathematics:	Mr Garvey	TAS:	Mr Wright
Music:	Mrs Shaw	Technology:	Mr Biddle

We look forward to a very productive, enjoyable and successful year for all.

Yours sincerely,

Mr Gilchrist
Year Adviser

Year 11 Preliminary Year

This is a foundation year for the HSC and students should make a considerable effort in all chosen subject areas from the outset of Year 11.

Assessment

You will be required to complete a number of assessment tasks during your Preliminary and HSC courses. You will need to gain a satisfactory completion of a preliminary course in order to begin the HSC course for that subject. Assessment marks for each of the HSC courses you study will be submitted to the Board of Studies. These marks will be based only on the tasks you undertake during the HSC course.

Details of assessment tasks and schedules will have been given to you by Subject Head Teachers in written form, and are also provided in this booklet.

Satisfactory completion of Preliminary Courses

To receive a result in **any** course, **you must satisfactorily study that course.**

Satisfactory completion of a course involves:

- following the course developed or endorsed by the Board;
 - applying yourself with diligence and sustained effort in the set tasks provided in the course;
 - maintaining a mature and dedicated attitude towards each subject;
- and*
- achieving **some or all** of the course outcomes.

Before a student can commence an HSC course he must first be deemed to have satisfactorily completed the Preliminary component.

If the Principal does not certify the satisfactory completion of a course, you will receive no results in that course.

Student Responsibilities

Change of Subject

Year 11 students will **not** be permitted to change subjects after Week 4, Term 1, 2009. Up to this time, students wishing to change subjects must have a letter from parents agreeing to the change. For a change to take place the student will require approval from Mr Kayes and notification to Year Adviser and Head Teachers/teachers involved in proposed change, (as per Epping Boys' High School Change of Subject/Course/Class Sheet). This completed form is to be filed with the Year Adviser.

Please note that such a change depends on a place being available in a course.

Students are expected to perform all tasks required.

However, when a student is absent for an acceptable reason it is **his responsibility** by the **end of recess** on the **first day back** at school to approach his teacher to present suitable written evidence of reason for absence and arrange a substitute task or an estimate if this is not practical. **If the absence is due to sickness, this evidence must be in the form of a medical certificate.** Otherwise a zero mark will be awarded. The teacher, in consultation with the Head Teacher, will determine the task.

The performance on each task will be assumed to be the student's best attempt.

In exceptional circumstances, when it is impossible to give a substitute task, an estimate based on performance in other tasks will be given.

Students are expected to complete tasks by the determined date.

Any student seeking an extension of time for any task (extensions will not be given lightly) must do so with acceptable documentation **in advance** of the set date. A zero mark will be awarded otherwise.

Subject Schedules

Each subject has provided information on the components to be measured: their weightings, the tasks, their values for assessment and a schedule showing the tasks each term in this booklet. It is the student's responsibility to ensure that **he has obtained** the information about each task in each subject. It is recommended that he writes this into his diary. See also 'Diary Dates' on pages 8 and 9 of this booklet.

Senior Examination Procedure

Suggestions to help you be better organised:

You must:

- be early for each exam. Supervision rosters do not provide extra time for supervision of extensions for latecomers.
- bring to every exam your own supplies of:
 - A4 paper - at least 20 sheets
 - ruler, rubber, calculator if needed etc
 - stapler or paper clip to fix your pages together;
- bring your own calculator, and mathematical instruments. Borrowing disturbs other students.

Suggestions to help you write papers which are better organised:

- ⇒ Check you are doing the correct paper and all pages are present.
- ⇒ Write your answers in pen, not in pencil.
- ⇒ Start each question on a new page. Number the questions attempted.
- ⇒ Write on one side of the paper only.
- ⇒ If advised to do so, staple the question paper to the front of your answers.
- ⇒ Write legibly in a medium size font.

We repeat, if you are absent from any test or exam, you **MUST** present yourself to your teacher **immediately upon return to school** to arrange to complete the test, or may receive “0” for the task.

Dictionaries

A student may not use any dictionaries, translatory or not, during the performance of any assessment task under examination conditions.

Cheating

Work submitted for an assessment task must be work of the student involved. Copying another student’s work, or lending work to another student, can result in a zero mark being awarded for that task. If a student is caught cheating in an examination a zero mark will be awarded. All students must complete the “All my own work” course online by Year 11, Term 2. Please see your Year Adviser if you have not completed the course.

Year 11 Work Experience 2008

Year 11 students will have the opportunity to participate in optional weeks of Work Experience during school terms in 2009, (but not the first week of any term). Students will be required to have all official paperwork completed well before the desired date for Work Experience.

Work Experience is for genuine applicants only and not to pursue casual or part-time employment.

Under NO circumstance is any student to go to Work Experience if assessment tasks are due in the designated week. Furthermore, all school work missed during this period will be completed as soon as possible after the student’s return to school.

Work Experience may be a useful exercise if you plan and choose an area of employment that is of interest, suits your aptitudes and abilities and provides a variety of experience.

If you are interested in Work Experience you must see Mrs Ramsay for the appropriate documentation and paperwork.

TAFE Delivered Vocational Education Courses 2009

Several students from our school will be participating in Vocational Education courses in 2009. Some courses attract a UAI (framework courses plus Accounting) while others (non-framework courses) can only be attributed to their HSC.

The TAFE college is responsible for assessment and reporting of performance in these courses. TAFE colleges report directly to the Board of Studies. TAFE NSW institutes are required to provide advice directly to the Board of Studies on:

- Work placement hours completed
- HSC examination estimate marks
- 'N' Determinations.

Attendance is monitored very closely by the respective college attended. Students must notify Mrs Ramsay and their TAFE teacher if they are going to be absent from the TVET course.

If you decide to withdraw from the course, you must see Mr Kayes immediately to ensure your entry is also withdrawn from the Board of Studies and to alter your pattern of study to fulfill Board of Studies requirements.



Diary Dates For Assessment Tasks

Week	Term 1
1B	
2A	
3B	
4A	
5B	
6A	
7B	
8A	Yr 11 Camp
9B	
10A	
11B	

Week	Term 2
1A	
2B	Parent / Teacher Evening
3A	
4B	
5A	Half-Yearly Examinations
6B	Half-Yearly Examinations
7A	
8B	
9A	
10B	
11A	

Week	Term 3
1B	
2A	
3B	Parent / Teacher Evening
4A	
5B	
6A	
7B	
8A	Yearly Examinations
9B	Yearly Examinations
10A	

Week	Term 4
1B	
2A	
3B	
4A	
5B	
6A	
7B	
8A	
9B	Speech Day
10A	

English

English – Advanced

Term	Week	Task	Weighting %
1	6	Reading Task – Area of Study	10
	6	Writing Task – Area of Study	10
	9-10	Essay – Area of Study	20
2	5-6	Half-Yearly Examination – Module A	20
3	4	Oral – Module B	20
	8-9	Yearly Examination - Modules	20
Total			100

English – Standard

Term	Week	Task	Weighting %
1	6	Reading Task – Area of Study	10
	6	Writing Task – Area of Study	10
	9-10	Essay – Area of Study	20
2	5-6	Half-Yearly Examination – Module A	20
3	4	Oral – Module B	20
	8-9	Yearly Examination - Modules	20
Total			100

English - Extension 1

Term	Week	Task	Weighting
2	3	Writing Task	10
3	6	Major Work	20
3	8-9	Yearly Examination	20
Total			50

English – ESL

Term	Week	Task	Weighting %
1	6	Area of Study – Speech	10
2	3	Area of Study – Digital Portfolio	20
2	5-6	Half-Yearly Examination	30
2	10	Elective 1: Listening Exam (in class)	15
3	6	Elective 2: Telling Stories – speech	10
3	8-9	Yearly Examination	15
Total			100

English – Fundamentals of English *(Not running in 2009)*

Term	Week	Task	Weighting %
1	10		
2	2		
2	5		
Total			100

English – ESL Fundamentals of English

Term	Week	Task	Weighting %
1	9	Area of Study – compare and contrast response	30
2	7	Speaking / Listening Test	30
3	6	Writing for Study / Research Skills / Interpretation and Report Writing	30
1, 2, 3	Ongoing	Composite class mark from ongoing activities throughout Terms 1-3	10
Total			100

Creative and Performing Arts

Drama

Term	Week	Task	Weighting %
1	6	Improvisation and Essay	10
2	5-6	Half Yearly Practical and Exam Two Essays (Impro and Design)	10
2	8	Major Production and Design Project Approaches to rehearsal Rehearsal Process	30
3	4	Theatrical Traditions: Essay and Presentation	20
3	8/9	Yearly Exam: Playbuilding and two Essays	30
Total			100

Photography (1 Unit) (not running in 2008)

Term	Week	Task	Weighting %
1	8	Research Essay	15
1	10	Resource File Black and White	20
2	7	Resource File – Digital	20
3	3	Research Essay	15
3	6	Portfolio	30
Total			100

Visual Arts

Term	Week	Task	Weighting %
1	9	Essay - Frames	10
1	11	Body of Work (inc VAPD and Studio Prac)	20
2	5-6	Half-Yearly Examination	10
2	10	Body of Work (including VAPD and Studio practice)	15
3	4	Assignment/Essay	15
3	10	Body of Work (including VAPD and Studio practice)	15
3	8-9	Yearly Examination	15
Total			100

Visual Design (not running in 2009)

Term	Week	Task	Weighting %
1	6	Portfolio cover	10
1	8	Assignment	10
1	10	Design Project	20
2	9	Design Project	30
3	7	Design Project	30
Total			100

Music 1 and 2

Term	Week	Task	Weighting %
2	5-6	Performance - Half-Yearly Examination	10
2	5-6	Aural - Half-Yearly Examination	10
2	6	Musicology - Presentation / Viva	10
3	2 4	Composition - Notated Music 1 - Original work for small ensemble Music 2 – Original work, portfolio and CD	20
3	4 Thursday 20 Aug all day	Performance - Yearly Examination	25
3	8-9	Musicology - Yearly Examination Music 1 - Viva Presentation Music 2 - Examination	10
3	8-9	Aural - Yearly Examination	15
Total			100



History

Ancient History

Term	Week	Task	Weighting %
1	8	Archaeological Report	10
2	5-6	Half-Yearly Examination - Archaeology and Personality	15
3	3	Ancient Societies Structured Response, including case study	25
3	10	Individual Research Individual Oral Presentation	25
3	8-9	Yearly Examination	25
Total			100

Modern History

Term	Week	Task	Weighting %
1	10-11	Group Work – Powerpoint Presentation	20
2	5-6	Half-Yearly Examination	20
2	9	Research Essay – Structured Individual Project	30
3	8-9	Yearly Examination	30
Total			100

Society and Culture

Term	Week	Task	Weighting %
1	6	Research Task - Social and Cultural World	10
2	5-6	Half-Yearly Examination	20
2	8	Essay - Personal and Social Identity	20
3	4	Research Assignment - Intercultural Communication incl. Oral Presentation	30
3	8-9	Yearly Examination	20
Total			100

Mathematics

Mathematics – Extension 1

Term	Week	Task	Weighting %
1	6	Term 1 Test	20
2	5-6	Half-Yearly Examination	35
3	8-9	Yearly Examination	45
Total			100

Mathematics

Term	Week	Task	Weighting %
1	6	Term 1 Test	20
2	5-6	Half-Yearly Examination	35
3	8-9	Yearly Examination	45
Total			100

General Mathematics

Term	Week	Task	Weighting %
1	6	Term 1 Test	20
2	5-6	Half-Yearly Examination	35
3	8-9	Yearly Examination	45
Total			100

PDHPE

PDHPE

Term	Week	Task	Weighting %
1	9	Written and Practical Assessment - Core 3	10
2	5-6	Half-Yearly Examination - Core 3	15
2	9	Written Assignment - Core 2	15
3	2	Option 1 – Practical Examination	10
3	7	Option 3 – Written Assignment/Oral	10
3	8-9	Yearly Examination	40
Total			100

Sport, Lifestyle and Recreation *(not offered in 2008)*

Term	Week	Task	Weighting %
1	9	Module 1 - Written Assignment	10
2	5-6	Half Yearly Written Examination	20
2	9	Module 2 – Practical Examination	25
3	8	Module 3 – Practical Examination	25
3	8-9	Written Examination - (Modules 2 and 3)	20
Total			100

Science

Biology

Term	Week	Task	Weighting %
2	5-6	Half Yearly Examination	25
2	6 - 7	Prac Test	5
1 – 3	Ongoing	Practical Work	20
3	8-9	Yearly Examination	50
Total			100

Chemistry

Term	Week	Task	Weighting %
1	6-7	Topic Test	10
	9	Library Research	10
2	5-6	Half Yearly Examination	15
		Open ended investigation	10
3	8-9	Yearly Theory Examination	35
		Yearly Practical Examination	20
Total			100

Earth and Environmental Sciences

Term	Week	Task	Weighting %
1	6–7	Topic Test	10
	9	Library Research	10
2	5-6	Half Yearly Examination	15
		Open ended investigation	10
3	8-9	Yearly Theory Examination	35
		Yearly Practical Examination	20
Total			100

Physics

Term	Week	Task	Weighting %
1	10	Project	5
2	5-6	Half Yearly Examination	15
2	10	Project	5
3	2	Topic 2/3 Test	15
3	5	Project	5
3	8-9	Yearly Examination	40
3	8-9	Practical Test	15
Total			100

Senior Science

Term	Week	Task	Weighting %
1	8	Core 1 Topic Test	10
		Core 1 Practical Work	10
2	5-6	Half Yearly Examination	15
		Core 2 Practical Work	10
	7	Core 3 Topic Test	10
		Core 3 Practical Work	10
3	8-9	Core 4 Practical Work	10
		Yearly Examination	25
Total			100

Social Sciences

Business Studies

Term	Week	Task	Weighting %
1	8	Assessment Test - Topic 1	10
2	5-6	Half-Yearly Examination	20
3	2	Business Assignment	30
3	8-9	Yearly Examination	40
Total			100

Economics

Term	Week	Task	Weighting %
1	8	Assessment Test	15
2	5-6	Half Yearly Examination	25
2	9	Research / Presentation / Exam	25
3	8-9	Yearly Examination	35
Total			100

Geography

Term	Week	Task	Weighting %
1	9	SGP Action Plan	5
1	10-11	Fieldwork	15
2	5-6	Half-Yearly Examination	15
2	11	SGP Final Draft	25
3	3	Fieldwork – Global Challenges	15
3	8-9	Yearly Examination	25
Total			100

Legal Studies

Term	Week	Task	Weighting %
1	7 - 8	Test - The Legal System	20
2	5-6	Half Yearly Examination	20
3	4-5	Research Essay and Test: - Individual and the State - Law in Focus	25
3	6	Media Portfolio: - The Legal System - Individual and the State - Law in Focus	10
3	8-9	Yearly Examination	25
Total			100



Technological and Applied Studies

Design and Technology

Term	Week	Task	Weighting %
1	9	Design Project 1	10
2	5-6	Half-Yearly Examination	10
2	8	Designer Case Study	20
2	9	Design Project 2	10
3	7	Design Project 3	20
3	8-9	Yearly Examination	30
Total			100

Engineering Studies

Term	Week	Task	Weighting %
1	5	Topic Test Household Appliances	15
1	9	Engineering Report: 2 Stroke Mower	10
2	5-6	Half-Yearly examination	20
2	8	Engineering Report: Bio Engineering	15
3	4	Topic Test Braking Systems	15
3	8-9	Yearly Examination	25
Total			100

Industrial Technology – Timber Products and Furniture Industries

Term	Week	Task	Weighting %
2	5-6	Half Yearly Examination	20
2	6	Industry Study Report	10
2	8	Group Practical Project and Folio	15
2	9	Speaking Task	10
3	7	Practical Project and Folio	25
3	8-9	Yearly Examination	20
Total			100

Industrial Technology - Metals and Engineering Industries (not running in 2009)

Term	Week	Task	Weighting %
2	5-6	Half Yearly Examination	20
2	6	Industry Study Report	10
2	8	Group Practical Project and Folio	15
2	9	Speaking Task	10
3	7	Practical Project and Folio	25
3	8-9	Yearly Examination	20
Total			100

Industrial Technology - Electronics Industries

Term	Week	Task	Weighting %
2	5-6	Half Yearly Examination	20
2	6	Industry Study Report	10
2	8	Group Practical Project and Folio	15
2	9	Speaking Task	10
3	7	Practical Project and Folio	25
3	8-9	Yearly Examination	20
Total			100

Technology

Information Processes and Technology

Information Processes and Technology

Term	Week	Task	Weighting %
2	5-6	Half Yearly Examination	15
2	8	Numerical Information System Project	20
3	7	Promoting a school Event Project	35
3	8 - 9	Yearly Examination	30
Total			100

Information Technology (VET 240 Hours)

Course Purpose

The purpose of this course is to provide students with an opportunity to develop competencies associated with the use and support of desktop applications relevant to employment where Information Technology is used.

Assessment policy

Assessment is based on the student demonstrating achievement of the competencies listed in the syllabus. For each competency a series of performance criteria is listed. Students are assessed as competent when they demonstrate achievement of all of the performance criteria in a competency or not yet competent if they cannot.

Students will be provided with additional opportunities to demonstrate achievement of a competency. An appeals process is in place for students who wish to contest the awarding of competencies. Students will be issued with a list of all the competencies and performance criteria. Reports will indicate which competencies have been achieved.

The teacher will record the achievement of competencies and enter this information on the Board of Studies website.

Assessment schedule

Preliminary course:

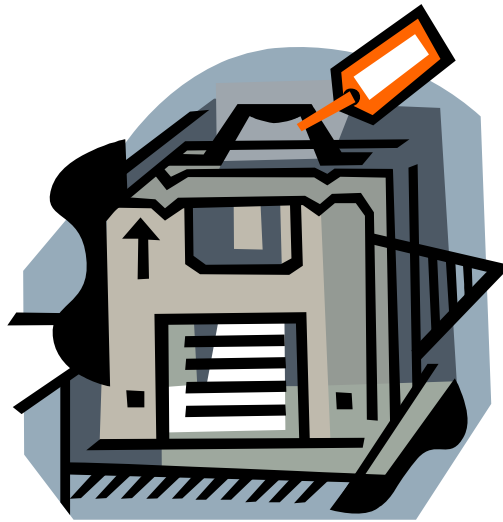
- No half yearly examination
- Yearly examination Term 3, weighting 100% (Compulsory)

Course Requirements

Students must complete 15 compulsory units which include prerequisite units towards the attainment of Certificate III in Information Technology. Only 11 of these units will be tested by the HSC examination. The course includes a compulsory 70 hours of work placement: (35 hours in Year 11 and 35 hours in Year 12.)

Software, Design and Development

Term	Week	Task	Weighting %
1	10	Portfolio of Practical Work	15
2	5-6	Half-Yearly Examination	15
2	8	Group Project Stage 1	15
2	10	Portfolio of Practical Work	10
3	7	Group Project Stage 2	15
3	8-9	Yearly Exam	30
Total			100



How To Prepare And Make Your Study Effective For An Examination

Plan your study well ahead of any examination

Do not cram your study into the last few weeks; set up a timetable and leave time to absorb the information.

Keep your work up-to-date throughout the course.

- Find out the details of an examination as soon as possible: eg the layout of the paper, the type of questions that will be asked, the possible choice of questions, etc.
Organise yourself before beginning to study - have your notes, pens and paper ready.
- Use your syllabus and past exam papers from the Board of Studies website to ensure you prepare for all outcomes of your course.
- Study using a variety of methods to help your memory. Below are some methods you can use:
 1. As you read through your notes, take shorter **summarising** notes or jot down headings.
 2. **Think** about what you are writing as you take your notes.
 3. **Skim** through the notes you have already made from your textbook or lessons.
 4. Concentrate on learning what you do not know. Test yourself for each topic by writing down the **key points** and compare this with your notes to see how much study you need for that topic.
 5. Use your **own words** as this makes it easier to learn the work. Only for definitions, quotations and formulae do you need to be "word perfect."
 6. Use **rhymes** and **mnemonics** to remember things eg ROY. G. BIV. for remembering rainbow colours.
- Different subjects may require different study habits: eg In Mathematics the best way of studying is to do as many examples as possible and not make notes; in History, note-taking is very useful; in Geography, doing skills papers and questions is essential.
- If possible, check past papers for the format. As you do this, keep in mind the questions that might be asked: eg you may form the outline for an essay question but do not write the full essay.
- Give yourself practice in answering exam questions at the appropriate speed and time. This should be done throughout your learning of the course, ie weeks or months before an exam, and not in the final stages of your examination preparation.



What to do on the night and morning before each exam:

- Take the night off study (briefly read your notes at the very most), get to bed early and have a good sleep.
- The night before, prepare and pack what you need and remember to wear a watch for the exam.
- Use the relaxation techniques you have been shown.
- Have a good breakfast.
- Allow yourself plenty of time to get to the exam.
- Avoid lengthy conversations, about the subject, with other students immediately before or after the examination.

What to do in the examination:

- Carefully read the instructions on the paper and ask yourself these questions:
 1. How many questions in total must you answer and how many from each section?
Are there any compulsory questions? Do you have any options?
 2. How many marks is each question worth and how are you to answer:
eg. multiple choice, short answer, essays etc.
 3. Should each question begin on a new page?
- **Plan your time.** This can usually be based on the question's allocation of marks. If each question is of equal value, divide your time evenly. Try to leave 10 minutes at the end of the exam for emergencies.
- Make quickly your decisions as to which questions you will do (if there is a choice) and mark them.
- Read the question a second time and underline key points.
- **Plan each answer before you begin it.**
- Answer the "easy" questions first to get the best marks.
- Never use liquid paper. Cross out any mistake but leave it legible as it may earn you a mark.
- Express yourself simply.
- Leave any question to the end if it is using more than the time you allotted to it.
- Do not leave early - check or refine your answers and make sure that you have properly numbered and named your answers.
- If time is running out, at least give an outline for your answer.
- Take care with your handwriting and spelling.
- For essay questions:
 1. Plan your answer, - write down an outline for your answer with simple headings and put them in the order you will use.
 2. Never begin an essay or short answer without knowing how you will start and finish.

- For multiple choice questions:
 1. Answer all the questions as you come to them (except if you lose marks for answering the question incorrectly) but mark those that you are unsure of. If you have time you can easily see what to check first.
 2. Read all the choices and do not waste time looking for "traps".
 3. If you are really unsure of an answer, take a guess but only after you have eliminated any parts that you know are incorrect.
- For problems:
 1. When the exam begins, write down any formula with which you have difficulty.
 2. If you cannot see how to start the problem, leave it till later.
 3. Make some attempt to answer the question - even stating the formula may give you a mark.
 4. Show all working out steps.

What to do after the exam:

- Find out what constitutes the perfect answer when the exam papers are returned. Use this knowledge to continue your learning.
- ***Learn from reflecting on your mistakes.***

Additional Notes