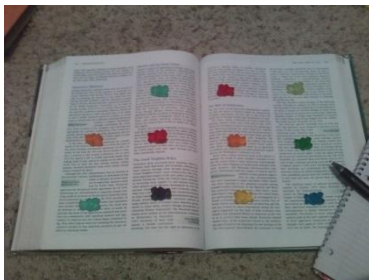


Organisation Tips

Ever find yourself lacking in the motivation department? Having to scrounge through your avalanche of papers to find that one sheet that seems to be purposely *hiding* from you? Feeling as if reading another paragraph in that massive Chemistry textbook will send you to sleep? Don't fear because the Organisational Fairy is here!

Tip One: Reading a Textbook (or any massive piece of text)

I think this is THE best way to motivate yourself to read those long, repetitive paragraphs that your teachers always seem to assign you. Grab a pack of gummy bears (or any other lollies that tickle your fancy) and put one bear on each paragraph, as shown below:



After you finish the paragraph, simply demolish the lolly in an orderly fashion and there you have your motivation!!

Tip Two: Essay Writing

To get you ready for writing massive essays, I suggest that anytime you are writing something tie a weight (such as an eraser or coins) to your pen so that when the time comes for the actual essay or exam, your hand is used to the pressure and will be able to write without cramping for a longer period of time!



Tip 3: Colour Co-ordination

Studies have shown that you remember things better when colour is involved. So, if your teachers allow, start writing your notes in colour and don't be afraid to use highlighters!! Also, if you aim to be SUPER organised, you can also colour code your subjects. So for example, green could be English, blue for maths etc.



Tip 4: Use sticky tabs and Post it notes!!

I swear, Post it notes are the best things since sliced bread and they help dearly in keeping organised. If you're reading a textbook, you can flag important points or key words. If you need to remind yourself of something you can just jot it down on a post it and stick it where you are guaranteed to see it!



Tip 5: Keep ALL your work and allocate space for each subject.

It might not seem like it at the time, but it is VITAL that you keep all the work you do in class for future reference or study. Make sure at home you keep this work organised and that you have a folder or space allocated to each subject so that your papers don't mix.

Emann Alamgir, Year 10 2012

