



# Study Skills

How to make the most of your studying



# Content

## Notes

- **How Learning Happens**
- **Revision Techniques**
- **How to plan your revision**
- **Asking for help**
- **Useful Websites**



# How Memory Works

## 1. Your brain takes in information (Short-Term Memory)

When you first learn something—like reading a page of notes or listening in class—it goes into your short-term memory.

This part of your brain is like a small notepad: it can only hold a few things at once, and only for a short time.

If you don't do anything with the info, it fades quickly.

## 2. Your brain decides what to keep (Encoding)

To store something for the long term, your brain needs to encode it.

Encoding basically means “making it meaningful enough to save.”

The better you understand something, the more likely your brain is to store it.


Just reading isn't enough—your brain **needs to work** with the information.

## 3. It gets stored and later retrieved (Long-Term Memory)

Once encoded, the information goes into long-term memory, which can last days, months, or even forever.

Retrieving info (remembering it) is like pulling a file out of a huge library.

**The more often you access that “file,” the easier and faster it becomes to find it again.**



# What does this mean for studying?

## ✓ Spacing beats cramming

Your brain stores information better when it sees **it many times** over a long period and not all at once.

Each time you revisit the topic, you strengthen the “memory pathways.”

It’s like walking the same path in the grass—the more you walk it, the more permanent it becomes.

## ✓ Actively using information is powerful


This includes things like:

- answering practice questions
- explaining the topic to someone
- creating flashcards
- testing yourself

## ✓ Making connections helps you remember

Your brain loves links!

If you connect new information to something you already know, it’s easier to store.







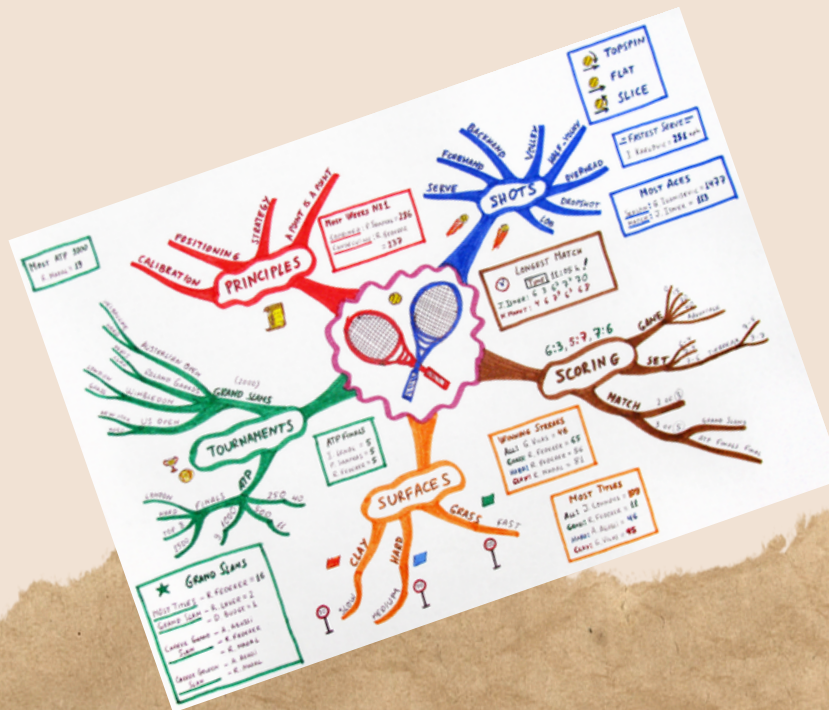
# Revision Techniques

Any technique that involves **testing your memory**, and that makes you **think hard**, is good.

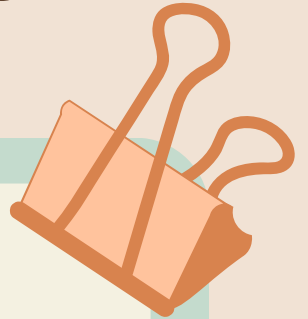
**Do not just read your notes.**

Consider the techniques below.

- ✓ Mapping from memory
- ✓ Re-writing with pictures
- ✓ Flashcards
- ✓ Look-cover-write-check
- ✓ Quizzes
- ✓ Brain dump
- ✓ Past Paper Questions



# How to Plan Revision



## **Write it down/ make it visual**

Use a whiteboard, a calendar or just a paper planner but made it physical. There are templates on your year group Team.

## **Break subjects into small, do-able chunks.**

“Revise Science” is too big. Be specific.

## **Consider a weekly timetable (not a daily one)**

Weekly schedules give flexibility if something unexpected comes up.

## **Use short study sessions**

Your brain focuses best in 20–30 minute bursts.  
Try the Pomodoro method: 25 minutes work + 5 minute break

## **Interleave subjects**

Don't do 3 hours of the same subject in a row.



# Asking for Help



Exams and revision can sometimes feel like a lot, and it's completely normal to feel stressed, overwhelmed, or unsure where to start. Everyone struggles at some point — even the people who seem like they have it altogether.

What matters most is remembering that you don't have to handle it all on your own. If you notice you're feeling stuck, falling behind, losing sleep, or just feeling "not okay," that's the moment to ask for help.

Talk to your guidance teacher, a relative, a friend, or someone you trust. Sometimes a quick explanation, a bit of reassurance, or a fresh plan can make everything feel better.

You should always ask for help. That is what your teachers are here for.

## Remember!

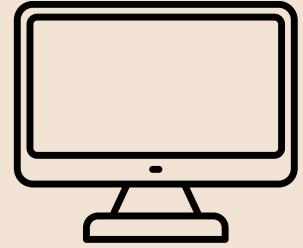
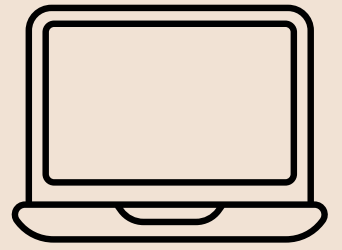
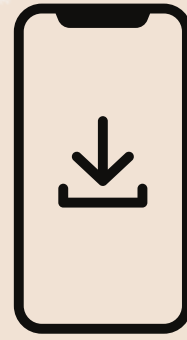
Don't cram. Make a plan and space out your revision.  
Make sure you are taking breaks.

## Remember!

Sleep is crucial.  
No amount of revision is worth losing sleep.  
Your brain will work better on 8-9 hours sleep.

## Remember!

Your teachers want the best for you.  
If you lose your notes or need extra help, speak to your class teacher.



# Useful Websites

## Teams

All of your exam classes should have a **Microsoft Team**. Check this first for resources, links to revision material and assignments.

## BBC Bitesize

Bitesize has revision notes, summaries and quizzes for National 4, 5 and Higher courses.

## Achieve

Use your school email address to login and change your password if needed. Then sign up to the courses you need.

## SQA Website

The SQA website has Past Papers and marking schemes available. This is a great way to check your progress.