BUSINESS/ICT DEPARTMENT

TOP TIPS

for becoming a successful Post 16 BUSINESS/ICT student

Exams

1 Read handouts in advance and re-read after.

2 Make flashcards for key terminology and ideas.

3 Create cue cards for short answer questions then try these questions without looking at the answer.

4 Use the revision guide and summarise a section/page, then colour code the areas where you are strong/weak. Revise the weaker areas.

5 Watch Youtube/GCSEPod on relevant areas for your exam. Take brief notes on what you have watched.

Coursework

6 Use the assessment criteria to review your work carefully and make notes on how you can improve. What's missing?

7 Use the specification to check that you have covered all the relevant points.

8 When are you asked to analyse or evaluate? Check that you have done so! These higher level skills are worth a lot of marks.

9 Check over work when you have finished a piece and before it is submitted. Don't throw away marks on silly mistakes.

10 Use wider reading e.g. newspapers or news websites and apply that knowledge in your work.