



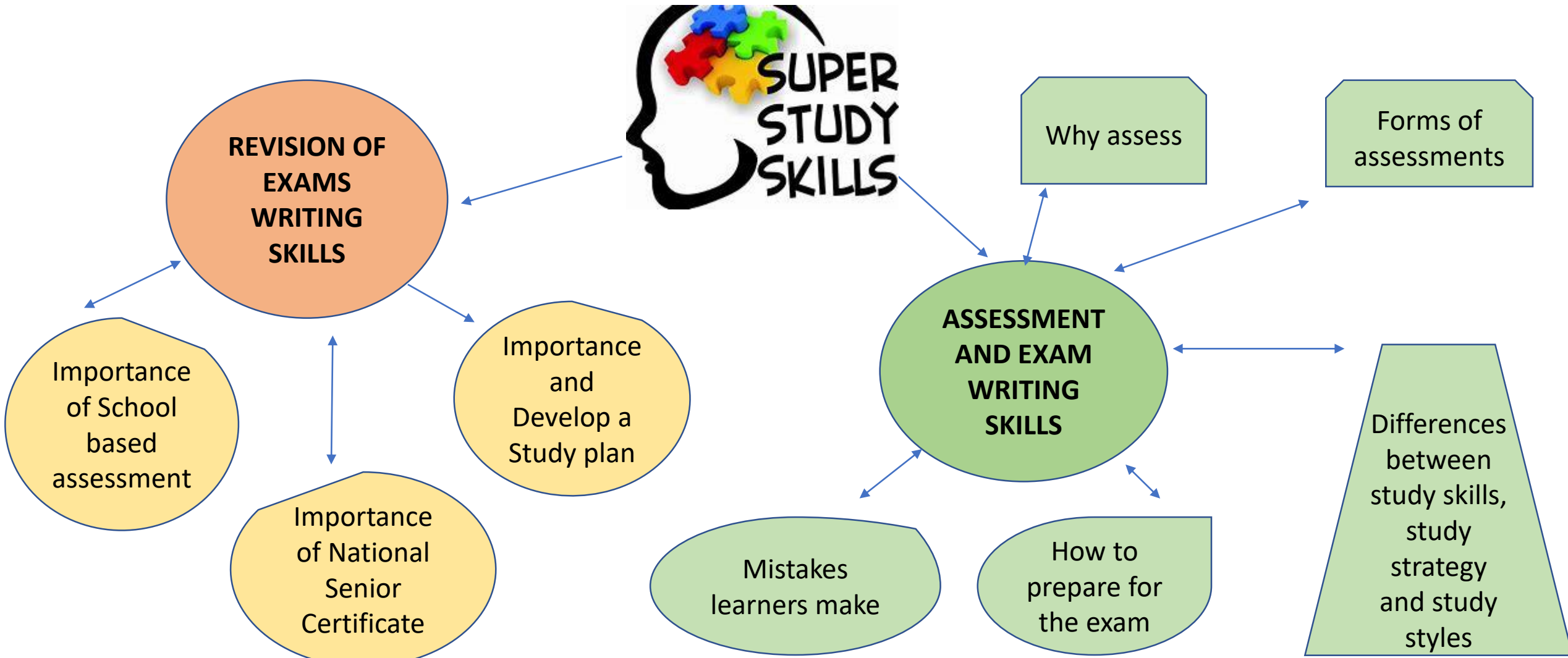
Life Orientation



Term 1

Grade 12

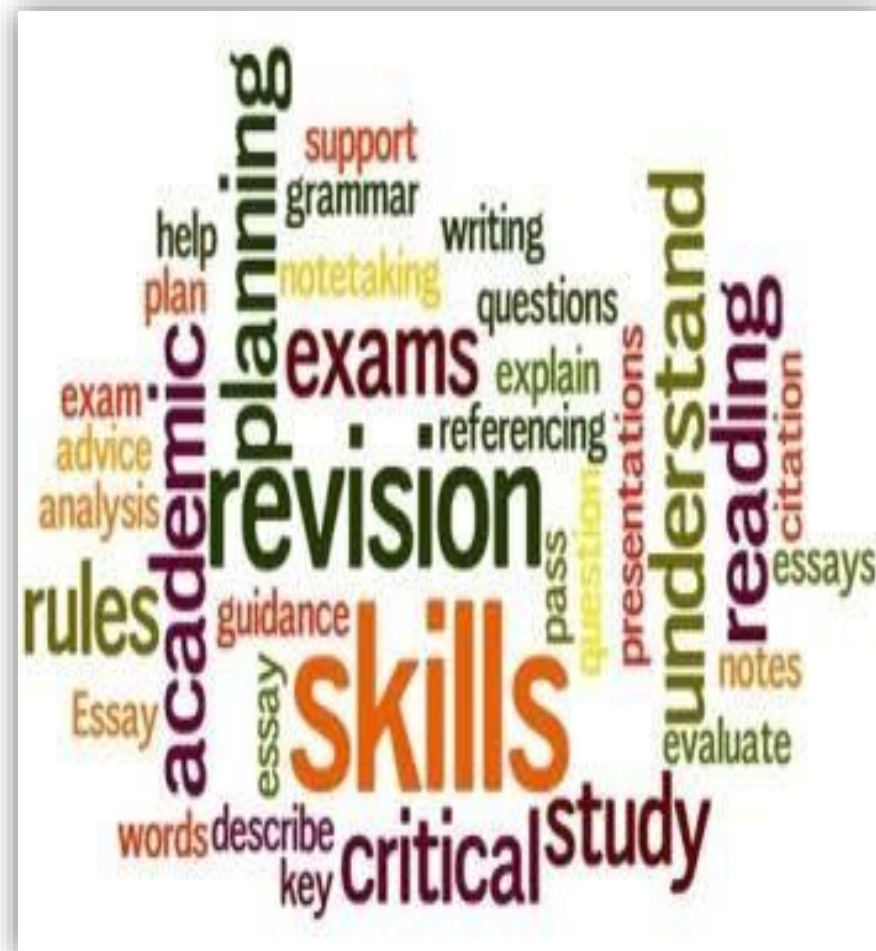
Study Skills - Mind Map



Study Skills Objectives

LEARNERS WILL BE ABLE TO:

- ❖ Understand the assessment process
- ❖ Learn to apply examination writing skills
- ❖ Revise own study skills, strategies and styles
- ❖ Understand the importance of School based assessment
- ❖ Understand the importance of National Senior Certificate
- ❖ Learn to develop a study plan



Week 6

ASSESSMENT: what is it?

Assessment is the continuous planned process of gathering information on achievement.

- It should always be clear what needs to be achieved and what one should pay more attention towards.
- It indicates how well one can deal with new knowledge, content and skills.

Why assess?

- To gather relevant information about learner performance or progress.
- To determine student interests to make judgements about the learning process.

The purpose of assessment :

is to support learning; for accountability; and for certification, progress and transfer.



Week 6: Different forms of assessment

- **Baseline assessment**
Takes place at the beginning of the year.
It helps you and your teacher to establish what you already know.
- **Formative assessment**
Happens when you are working on something which helps both you and your teacher to determine how you are coping.
- **Summative assessment**
Occurs whenever you need to assess how you have managed over a period of time.



Week 6: Different forms of assessment

- **Self-assessment**

Provides you an opportunity to assess yourself.



- **Peer assessment**

Gives you and your classmates an opportunity to assess each other



Week 6: Differences between study skills, study strategy and study style

Study skills	Study strategy	Study styles
<ul style="list-style-type: none"> Study skills are approaches applied to learning. Study skills are ranges of skills which tackle the process of organizing and taking in new information, retaining information. 	<ul style="list-style-type: none"> Study strategy involves picking the best study material that are right for ones unique learning style. It helps one to figure out how to study 	<ul style="list-style-type: none"> Study styles refers to the preferential way to absorbs, process. Comprehends and retains information

SKILLS for LEARNING SKILLS for STUDY



The Cone of Learning



Week 6: Examination writing skills

MISTAKE LEARNERS MAKE	HOW TO CORRECT
1. Spotting only some questions or cramming too much information into your memory	<ul style="list-style-type: none"> Start revising long before the exams in order to be able to cover all the work. Plan your study time
2. Arriving late/failing to bring necessary stationary	<ul style="list-style-type: none"> Give yourself enough time to travel to venue. Make a note on the exam time table e.g. remember calculator.
3. Panic before or during paper	<ul style="list-style-type: none"> Prepare well, sleep enough before a paper. Tell yourself it is not the end of the world and only an exam paper.
4. Failing to read instructions and scan through questions	<ul style="list-style-type: none"> Read the instructions and make sure of the number of questions you need to answer. Scan through a paper before you begin to write. Proceed to answer the easy questions first.



Week 6: Mistakes that most learners make

5. Failing to allocate time for each question/failing to plan your time

Allocate time to each question. Plan your exam time before you go to the exam room. Know how long you should take for the short and long questions. Allocate your time accordingly. If you fail to plan, you plan to fail!

6. Misinterpreting question/producing and incoherent answer/writing too much or too little

Underline the key words in the question. Make sure you just answer what the question requires.

7. Not sure how to start or end question

Don't waste time by starting over and over again. The emphasis should be on the flow of your ideas. Make sure paragraphs are coherent.

8. Writing illegible/failing to

If you're a looks like a u and your v looks like a u you will lose marks as the marker give up because he cannot read your answer. Practice your handwriting

9. Reading and writing too slowly

Practice your reading will increase your reading speed. Practice you writing skills or you can try different types of pens and pencils.

10. Forgetting to write your personal particulars

Always start your exam by writing your personal detail on your exam book

Write your name and particulars on the loose pages, as a whole stack of papers may fall apart during transit



Week 6: How to prepare for the examination

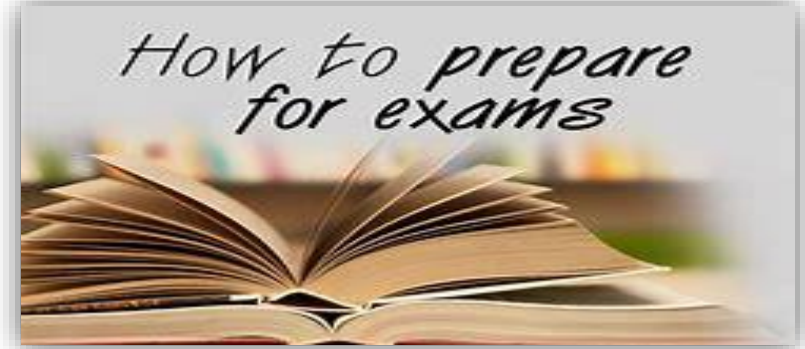
❖ Preparing for exam

- know how many questions you need to answer
- know what style of questions you will need to answer e.g. essay
- work through a mock exam to help in your preparation.

❖ Night before exam

- Get enough sleep – you cannot write if you are tired
- Prepare all the equipment you might need like calculators etc.
- Check the time and place you will need to write exam

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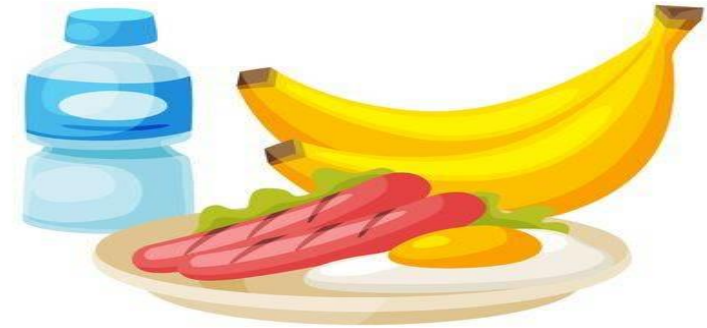
Day of the Exam

- ✓ Prepare everything you need the night before
- ✓ Get plenty of rest
- ✓ Have good breakfast or lunch
- ✓ Arrive at the venue with time to spare

Week 6: How to prepare for the examination

❖ Day of exam

- eat a good breakfast or meal-you, cannot concentrate on an empty stomach and drink a lot of water.
- visualise yourself being successful
- arrive in time and go to the bathroom
- avoid discussing the work with friends because this will confuse you ore make you nervous



Week 6: How to prepare for the examination

❖ Exam room

- think success while you breathe deeply
- make sure you are handed the right paper especially in language e.g. HL /FAL
- read and highlight the key words in the instructions
- complete your details to the front of the exam book
- read the questions and highlight the key words
- work out how much time you have for each question

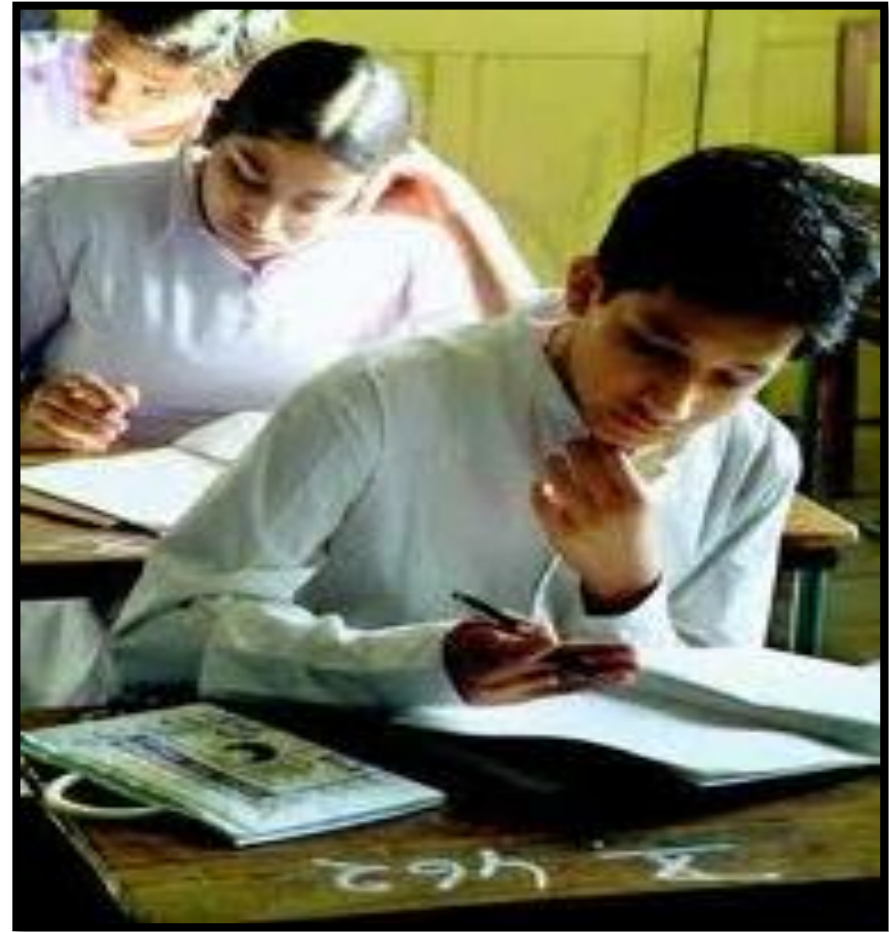
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Week 6: How to prepare for the examination

❖ Writing the exam

- Read all the instructions carefully
- Allocate sufficient time to each question
- Go through your paper a few times to check for errors once you are complete



Week 6: How to prepare for the examination

HOW TO ANSWER DIFFERENT QUESTIONS

Multiple choice questions:

- This questions test factual knowledge.
- Often one of the answers is very clearly wrong and you can eliminate it straightaway.
- Work out the answer that is most correct.

Essay questions:

- The key to writing a good essay is to understand the instructions properly.
- What



Week 7: School based assessment

Definition

School Based Assessment (SBA) is an assessment which is embedded in the teaching and learning process. It has a number of important characteristics which distinguish it from other forms of assessment:

- It involves the educator from the beginning to the end.
- It allows for the collection of a number of samples of learners performance over a period of time.
- It is carried out in ordinary classroom.
- It is conducted by the learners' own educator.

Importance of school base assessment (SBA)

- It determines whether or not the course's learning objective have been met.



Week 7 :National Senior Certificate

What is National Senior Certificate (NSC)

National Senior Certificate is a high school diploma and graduate certificate.

This certificate is commonly known as the matriculation certificate, with Grade 12 as the matriculation grade

Importance of National Senior Certificate (NSC)

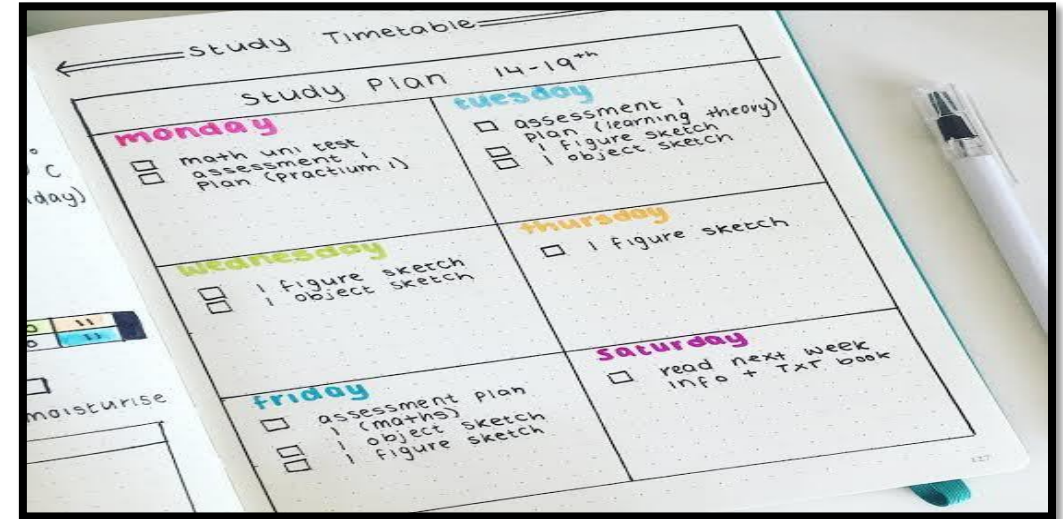
- It allows you to study at a Higher Education Institute.
- It is a basic requirement if you want to apply for a bursary.
- Most employees require a NSC, it's a basic requirements for many jobs.
- It shows employees that you have some skills and knowledge and that you know how to learn.



Week 7: Study Plan

What is a study plan

- It is a well laid out schedule created by a
- learner listing the learning goals as well as study time.
- A study plan helps in developing good study habits and establish good study routines which ensures that all subjects are studied.
- A study plan also help in managing the time spent on each subject



Week 7 Study Plan Template

<div>Study Timetable</div> <div>@SMARTGIRLSTUDY</div>							
DATE:	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
8:00							
9:00							
10:00							
11:00							
12:00							
13:00							
14:00							
15:00							
16:00							
17:00							

LEARNER ASSESSMENT

Angela is in Matric this year. She has been ill for the last few weeks and as result Angela is confused about the study skills section. She is in desperate need of someone who can explain certain topics to her.

The following Questions are questions Angela has about certain topics, you need to help Angela understand them

- 1.What does an SBA consist of? [1]
 2. What is the difference between an informal and formal assessment? [2]
 3. Explain 3 study skills [3x2=6]
 4. Compare any 2 study styles [2x3=6]
- Total [15]



Assessment Memo

1. What does an SBA consist of? [1]

All formal tasks including mid-year and September exams ✓

2. What is the difference between an informal and formal assessment? [2]

Informal assessment include class and homework activities. ✓

Formal assessments include tasks, exams, tests, etc. that count for marks towards your end of year result ✓

Assessment Memo

3. Name and explain 3 study skills

3 x 2 = [6]

Any 3 of the following – flash cards = small pieces of paper on which you write keynotes and small bits of information √√ ;
mind maps = link information in a logical way that will help you to remember √√ ; mnemonics = something such as a word, sentence, or song that helps you remember something √√ ;
summaries= summaries of work using key words √√ ;
tables =help you to organize info in a logical and connected way √√

4. Compare any TWO study styles

One mark for stating study style, one mark for preference of study, one mark for skills and strategies

2x3=6

Study style	You prefer to ...	Study skills and strategies
Visual ✓	<ul style="list-style-type: none"> Use pictures, maps and colours to organise information. ✓ Visualise how things work and are connected. ✓ 	<ul style="list-style-type: none"> Draw colourful mind maps. ✓ Colour-code your files and notes. ✓ Draw pictures instead of using words. ✓
Musical ✓	<ul style="list-style-type: none"> Use sound, rhyme, rhythm and music in your studying. ✓ Listen to information rather than read it. ✓ 	<ul style="list-style-type: none"> Make mnemonics that rhyme or you can sing to a tune. ✓ Play music quietly in the background. ✓
Kinaesthetic/physical ✓	<ul style="list-style-type: none"> Move around rather than sit still. ✓ Find out how things work rather than read about them or look at diagrams. ✓ 	<ul style="list-style-type: none"> Use flashcards because you can touch them and move them around. ✓ Draw big pictures and mind maps. ✓ Do a role play. ✓ Study in a place where you have room to move. ✓
Verbal ✓	<ul style="list-style-type: none"> Read, write and speak. ✓ 	<ul style="list-style-type: none"> Read your notes out loud; make it dramatic. ✓ Discuss work with others. ✓ Use words or sentences as mnemonics. ✓
Logical/mathematical ✓	<ul style="list-style-type: none"> See patterns and connections. ✓ Work through problems in a systematic way. ✓ 	<ul style="list-style-type: none"> Draw up tables and lists of key points. ✓ Draw mind maps and connect points with arrows. ✓
Interpersonal/social ✓	<ul style="list-style-type: none"> Work with others. ✓ 	<ul style="list-style-type: none"> Do a role play. ✓ Join a study group. ✓ Explain your work to others. ✓ Discuss and draw mind maps in groups. ✓
Intrapersonal ✓	<ul style="list-style-type: none"> Work on your own. ✓ Have quiet and privacy. ✓ 	<ul style="list-style-type: none"> Role play by yourself. ✓ Find a quiet place to study. ✓