



**SEC 2 NORMAL (TECHNICAL)**

**END-OF-YEAR EXAMS 2017**

**PREPARATION PACKAGE**

**(Updated on 01 Sep 2017)**

# How to Prepare for the Exams

## Preparing myself Academically

### Make a plan

- Using Assessment (MYE, Class Tests) to decide what to focus on.
  - Assessment is more than just a number. Assessment provides us information on what we need to do next.
  - Look through your past assessments and to pick out topics and skills that needs to improve before he can do better.
  
- Study Plan
  - With consideration of your weak areas and using a checklist. You can do a simple study plan.
  - A study plan is important because you have limited time left and a plan will help to utilize the time efficiently and also to help prioritize.
  - Tips on how to do an effective Study plan:
    - Specific – Indicate the specific chapter and or sub-topic.
    - Outcomes – Must have clear observable outcomes. i.e. Written answers, mind maps, notes, essays, etc.
    - Realistic – Don't over plan. Allow for a 10% buffer time.
  
- Positive Monitoring
  - Monitor your progress daily
  - If you are having problems following the plan, discuss with your teacher/parents/friend the obstacles that is preventing you to accomplish the revision planned.
  - If there is need, modify the study plan accordingly.

## Learning effectively and efficiently

- Active Learning
  - Learning is most effective if there are tangible outcomes. (Notes, Mind Maps, Practice papers, etc)
  - Ensure that you check your answers immediately after you have completed the practice.
  - Learn from your mistakes.
  
- Seeking Help
  - If you are looking for a teacher for help, it would be more effective for you to compile a list of queries to ask instead of just waiting for instruction from the teacher.
  - Small focused study groups can also help you seek answers from your peers.
  - If you are shy, you can look for your teachers in small groups.

### **Effective Learning Environment**

- Remove all distractions from the study area. This includes Mobile Phones, Laptops, Story Books, etc.
- Comfortable, but not too comfortable. A comfortable chair with a firm back. Don't study on the bed or sofa.
- Study area should be brightly lit. Use white lighting instead of warm lighting. Warm lighting is bad for the eyes and it will make you drowsy.
- Ensure that all resources (textbook, notes, assessment book) for the subject is within reach.
- Take regular breaks. Every 1-2 hours. (Take a walk, take a shower, have a snack BUT don't use your phone)

### **Being Healthy makes you learn better**

- Drink lots of water. You need to stay hydrated to be alert and awake.
- Exercising will keep the mind active and it releases endorphins which will help you stay positive. You can just exercise 10-15 minutes a day.
- Ensure that you have sufficient sleep. Do not study through the night. You will be inattentive in school the next day. Sleep deprivation also impacts memory, perception and judgement. 7-8 hours a day will be appropriate for a 13-16 year olds.
- Ensure that you have regular sleeping times. This is to help you remain alert during the day. This is especially important during the examination period.
- Snacking does helps to give energy boosts and keeps alert. However ensure that the snacks are healthy (Fish, nuts, berries, seeds, etc)
- Have a large and healthy breakfast. Breakfast provides a boot to ensure that you are not lethargic during the day.

The reason most people never reach their goals is that they don't define them, or ever seriously consider them as believable or achievable. Winners can tell you where they are going, what they plan to do along the way, and who will be sharing the adventure with them. ~**Denis Watley**

**Ever with the Best**

**--CWSS Academic Committee**

<b>Subject</b>	English Language
<b>Day / Date</b>	<b>Paper 1:</b> Thurs 28 Sep <b>Paper 2:</b> Mon 2 Oct <b>Paper 3:</b> Fri 29 Sep <b>Paper 4:</b> Mon 2 Oct
<b>Time</b>	<b>Paper 1:</b> 0800-0915 <b>Paper 2:</b> 0800-0920 <b>Paper 3:</b> 0950-1035 <b>Paper 4:</b> 1020-1300 *specific timing to be advised*
<b>Duration</b>	<b>Paper 1:</b> 1h 15m <b>Paper 2:</b> 1h 20m <b>Paper 3:</b> 45m <b>Paper 4:</b> 20m
<b>Marks</b>	<b>Paper 1:</b> 60 marks <b>Paper 2:</b> 80 marks <b>Paper 3:</b> 20 marks <b>Paper 4:</b> 40 marks
<b>Format and scope</b>	Functional Tasks, Guided Writing, Cloze Passages, Comprehension, Listening, Oral Communication Skills

<b>Subject</b>	Mathematics / Paper 1
<b>Day / Date</b>	<b>Paper 1:</b> Wed 4 Oct <b>Paper 2:</b> Thurs 05 Oct
<b>Time</b>	<b>Paper 1:</b> 0800 - 0930 <b>Paper 2:</b> 0800 - 0930
<b>Duration</b>	<b>Paper 1:</b> 1h 30m <b>Paper 2:</b> 1h 30m
<b>Marks</b>	<b>Paper 1:</b> 50 marks <b>Paper 2:</b> 50 marks
<b>Format</b>	<b>Paper 1:</b> 8 to 10 short questions, 2 long questions <b>Paper 2:</b> 8 to 10 short questions, 2 long questions
<b>Scope</b>	<b>Paper 1 &amp; Paper 2:</b> Sec 1 & Sec 2 (All topics)

<b>Subject</b>	Science
<b>Day / Date</b>	Fri 06 Oct
<b>Time</b>	0800 - 0930
<b>Duration</b>	1h 30m
<b>Marks</b>	70 marks
<b>Format</b>	<b>Section A (30 marks):</b> 30 MCQs <b>Section B (40 marks):</b> Structured questions
<b>Scope</b>	<b>Module 2</b> Properties of Matter Water, Solution & suspension Water Pollution Air Pollution <b>Module 1</b> Investigating Heat Investigating Electricity

<b>Subject</b>	Computer Applications
<b>Day / Date</b>	<b>Paper 1:</b> Tues 03 Oct <b>Paper 2:</b> Tues 03 Oct
<b>Time</b>	<b>Paper 1:</b> 0800 - 0900 <b>Paper 2:</b> 1000 - 1100
<b>Duration</b>	<b>Paper 1:</b> 1 h <b>Paper 2:</b> 1 h
<b>Marks</b>	<b>Paper 1:</b> 40m <b>Paper 2:</b> 40m
<b>Scope &amp; Format</b>	<b>Paper 1:</b> 15 MCQ, 5 Structured Questions <b>Paper 2:</b> 1 Word Task, 1 Spreadsheet Task

<b>Subject</b>	Basic Chinese / Basic Malay / Basic Tamil
<b>Day / Date</b>	Fri 29 Sep
<b>Time</b>	0800 - 0850
<b>Duration</b>	50m
<b>Marks</b>	30 marks
<b>Format</b>	Language Use and Comprehension
<b>Scope</b>	Language Skills Comprehension Skills