



Name: \_\_\_\_\_

Class: \_\_\_\_\_

**Lucan Community College – Personal Study Plan 2nd Year**  
 (Blank sample only)  
 Recommended time for homework/study per night = 2 hours

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Weekend</b>
Use this section to fill in the subjects you have today	Use this section to fill in the subjects you have today	Use this section to fill in the subjects you have today	Use this section to fill in the subjects you have today	Use this section to fill in the subjects you have today	Students should spend 2 hours over the weekend at homework/study.
<b>Finish 4pm</b>	<b>Finish 4pm</b>	<b>Finish 1.10pm</b>	<b>Finish 4pm</b>	<b>Finish 4pm</b>	
Use this section to map out your evening schedule including mealtimes, personal time, hobbies and homework time	Use this section to map out your evening schedule including mealtimes, personal time, hobbies and homework time	Use this section to map out your evening schedule including mealtimes, personal time, hobbies and homework time	Use this section to map out your evening schedule including mealtimes, personal time, hobbies and homework time	Use this section to map out your evening schedule including mealtimes, personal time, hobbies and homework time	Use this section to map out your daily schedule including mealtimes, personal time, hobbies and homework time
<b>Subjects to study</b> (choose 3 per night)	<b>Subjects to study</b> (choose 3 per night)				

- Homework each evening consists of:
1. Written and non-written (learning) homework
  2. Revision of each subject covered that day
  3. Study of specified subjects

Name: \_\_\_\_\_

Class: \_\_\_\_\_

## Lucan Community College – Personal Study Plan 2nd Year

(This is a sample only – choose study subjects carefully)

Recommended time for homework/study per night = 2 hours

Monday	Tuesday	Wednesday	Thursday	Friday	Weekend
Maths Religion Woodwork English Home Economics Science	French English Religion Maths History CSPE Gaeilge Geography	PE Geography Gaeilge French Maths	Science French Gaeilge Home Economics Woodwork History	Geography SPHE English Religion Gaeilge Maths French	Students should spend 2 hours over the weekend at homework/study.
<b>Finish 4pm</b>	<b>Finish 4pm</b>	<b>Finish 1.10pm</b>	<b>Finish 4pm</b>	<b>Finish 4pm</b>	
4.30pm Dinner 5pm-6.15 Homework 6.15-7.30 Soccer training 7.30-8.15 Homework 9pm Bed	4pm Basketball 5.30pm Dinner 6pm-8pm Homework 8-9pm Personal time 9pm Bed	1.30pm Scratch Club 3-5pm Homework 5pm Dinner 6-7.30pm GAA training 7.30-9pm Personal time 9pm Bed	4.30pm Dinner 5pm-6.15 Homework 6.15-7.30 Visit relatives 7.30-8.15 Homework 9pm Bed	4.30pm Dinner 5pm-7pm Homework 7-9pm Movie time 9pm Bed	10-12 Soccer match 12-1pm Music lessons 1-2pm Lunch 2-4pm Homework/study 4-6pm Time with friends 6-8pm Household chores 8-10pm Personal time 10pm Bed
<b>Subjects to study</b> Maths Religion Woodwork	<b>Subjects to study</b> French English History	<b>Subjects to study</b> Geography Gaeilge Maths	<b>Subjects to study</b> Science French Home Economics	<b>Subjects to study</b> English Maths Gaeilge	<b>Subjects to study</b> Woodwork Science Home Economics

Homework each evening consists of:

1. Written and non-written (learning) homework
2. Revision of each subject covered that day
3. Study of specified subjects

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Study Chart

Date: Week starting \_\_\_\_\_

Day	Topics studied	Time Spent	Parent Initials
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Weekend			

Total Amount of Study Time this Week \_\_\_\_\_

Check list (student to tick and sign)

- Have I kept to my study timetable? \_\_\_\_\_
- Have I been specific in what I have written down for topics studied? \_\_\_\_\_
- Have I noted a time for each individual subject? \_\_\_\_\_
- Have I asked a parent/guardian to sign each night? \_\_\_\_\_
- Have I noted the total number of hours studied per week? \_\_\_\_\_

Student Signature: \_\_\_\_\_

## Study Suggestions

### Organisation is Key

- Have a specific time and place for your study – preferably somewhere quiet, bright and well ventilated.
- It becomes easier to study once you have formed a routine or pattern.
- It is important to have the right materials – desk, lamp, comfortable chair and paper, pens, high-lighters, post-its – what ever helps you to be organised.

### Skills

**Skimming:** quickly read through a chapter or paragraph to get the most information.

**Facts:** Examiners wish to see your knowledge of the facts. Practise answering questions beginning with: Who? What? Why? When? Where? How?

**Understanding:** Examiners want to see that you have an understanding of the topic you are discussing and so your **opinions** are important.

When studying read the information, interpret it for your own understanding, abbreviate it, summarise it.

**Paraphrase:** Reword the text you are working from.

Support your answers with **quotes**. Include important and relevant quotes in your notes.

“The quality of mercy  
is not strain'd.” Portia  
in The Merchant of  
Venice

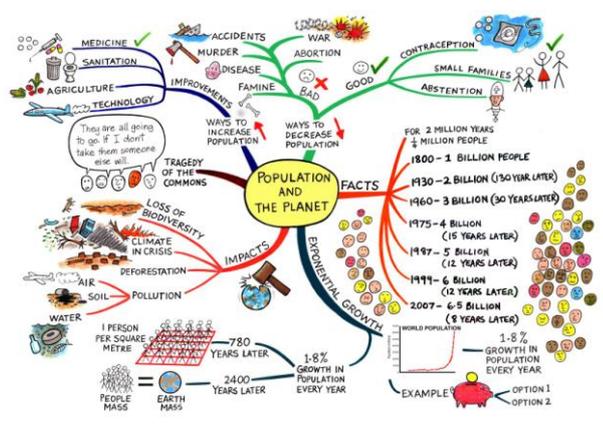
### Note-taking

Classes involve a lot of listening. There is a difference between hearing and listening. Listening means you have to think about and mentally process what you hear! **Listen with purpose** for things that will help you answer **questions you may have**.

**Why take notes:** Notes form an extension of our long-term memory enabling us to retain information for longer periods of time.

**How to take notes:** Have a system which works for you. Here are some tips to help you:

1. A good start is half the battle – get started on time
2. If you are absent from class, be sure you catch up on any lost notes
3. Keep your notes well sorted and in good order
4. Mark your notes – Date, Topic and Page number
5. In class LISTEN first and then WRITE – it is hard to do both at the same time
6. Try to write down key ideas in your own words
7. Compare notes with classmates to get other ideas
8. Review your notes regularly
9. Learn your notes and practice answering questions without looking at your notes
10. Include colour and visuals in your notes if that helps you to learn



## Memorising

Examinations need you to be able to remember and recall things that you have studied. Here are some tips to help you to memorise:

1. Record yourself as you read your notes and listen back;
2. Write and re-write the information you are learning;
3. Organise your notes into sections – try using colour coding for different sections;
4. For each line you have to learn repeat it a few times and try to say it without looking. Add a new line each time. Do not move on to another section until you have memorized that one completely. Say what you are learning out loud;
5. Once you have learned something and can say it now try to write it down from memory;
6. Teach what you have learned to someone (or yourself). Explain what you have learned to a family member or friend or into a mirror if no one else is available;
7. Try making up a test about the information or finding a set of questions in your book that you can answer to test your knowledge;
8. Listen back to your recordings as often as you can and look over your notes pages. The more often you repeat the information, the better it will stay in your long-term memory;
9. Take a break! Let your mind relax! After you have memorised something, stop thinking about it and do something else. When you come back to it later then you will see how well you have memorised it and what you need to go back over;



10. Try to make a final summary of what you have learned in as short a way as possible. A list of key words, a set of initials that prompt your memory, a labelled diagram, etc.

Figure out how you learn best and find what methods of study work best for you. There are lots of suggestions and tips on the internet about different approaches to study. Ask a parent to support and help you as you work through your study plan and most of all:

## Try your best!

