



Exam Preparation Planner: 'To do list' - **EXAMPLE**

Keep one of these for each unit. Break up each unit into topics. Write down a set of tasks (eg exercises, summaries, annotated reading etc) for each topic. Tick tasks off as you complete them.

Unit: **AAA 101**

Topic:	Tasks:	Done:
XXX	<ul style="list-style-type: none">• Prepare a mind map of the whole topic using colour• Complete exercises at end of Ch 1 – check answers• Access past exam questions on this topic and use them to:<ul style="list-style-type: none">○ Sketch an essay plan○ Write an answer under exam conditions	<ul style="list-style-type: none">✓ 17 May✓ 19 May