# MANAGING ASSESSMENT DEADLINES AND DEVELOPIGN EFFECTIVE STUDY HABITS



As IB Learners, we encourage our Merici girls to develop effective **self-management skills** so that they develop **well-balanced** routines at school and at home.

**Unit Outlines**

All students have now received their Unit Outlines on SEQTA for each course and spent time during their extended Pastoral Care lesson organising their assessment planners. Encourage your daughter to pin a copy of her Assessment planner somewhere visible around the house and saved strategically on her device.

**Summative Assessment Tasks**

As we launch into mid Term 1 (already), our students are delving a little deeper in class content and developing the skills required to understand the course material. The first **Summative Assessment** tasks are starting to be issued to students. Task instructions and expectations are clearly explained to students during class time and on SEQTA. Please don’t hesitate to contact the subject teacher as a starting point, if you are having issues accessing any of the information or need further clarification.

**Merici Assessment Policy & Extension Requests**

Extension requests for assessment tasks will not be granted easily and only on the grounds set out in the Merici Assessment Policies: <https://www.merici.act.edu.au/school-policies?tid=2>

**Establishing smart study habits – at school and at home**

To avoid study load issues mounting, we encourage our girls to use their class time effectively as this is a perfect opportunity for students to stay on top of their work. In class, teachers will conference with students and provide critical feedback on their working process. In some cases, students may also be asked to give and seek feedback to their peers. Peer review helps students develop lifelong skills in assessing and providing feedback to others, whilst equipping them with skills to self-assess and improve their own work.

**10 Tips - Create good study habits**

Juggling schedules, social lives and school can feel challenging for many young people. Dr Christine Stabler, medicine physician and Director of a women’s health clinic in the UK provides useful tips to help students create good study habits (2021):

1. **Eliminate distractions **
* Turn your phone on ‘do not disturb’.
* Keep distracting technology in a desk drawer, cupboard or bag.
* Study without using computer if you don’t need it.
1. **Engage actively with the material to help retain information longer term **
* Create study guides by writing out the main points of the lesson, then explain the material in your own words.
* Put together your own quiz questions and practice answering them.
* Say the information out loud as if you were teaching it to someone else.
* Create visual diagrams, flash cards or concept maps
1. **Space out your studying **
* Shorter, more frequent study sessions are often more efficient and effective than long stretches.
* Be consistent!
1. **Eat smart snacks **
* Research consistently finds that eating a nutritious, balanced diet improves concentration, attention span and mental recall.
* Include nutritious and energy-packed snacks that help boost and maintain energy levels by stabilising blood glucose. So, avoid, sugary snacks, energy drinks or coffee.
* Smart snack ideas include fresh fruit, vegetables, hummus, wholegrain crackers, peanut butter spread on celery, apples, bananas, non-fat Greek Yoghurt.
* Keep a drink bottle of water handy and sip as you study.
1. **Find the light: **
* Research shows dimly lit rooms can reduce the effectiveness of the brain;s power to gather data.
* Full-spectrum light, such as natural light can elevate the body’s levels of the chemicals that affect emotional wellbeing.
* However, avoid cool-white fluorescent lighting as this has been linked to attention deficit and agitation.
* Take your study outdoors on a nice day, if you can.
1. **Try out different environments: **
* Did you know that studies show that switching up your location while studying can actually increase your recall information.
* Try a few different places and see what works best for you. Sometimes a quiet place works best for some like a study, or library nook, but sometimes a park, canteen area, or café’ might help create that perfect environment to work.
1. **Exercise before studying: **
* Studies show that your brainpower increases following a workout, since your body is working hard to pump oxygen to the brain.
* A short, quick workout before studying can help you feel alert and better able to learn and retain information.
1. **Get enough sleep:**
* Recent studies have shown a strong relationship between students’ grades and the amount of sleep they consistently get.
* Stick to a regular routine that allows 7-9 hours of quality sleep to keep the brain firing on all cylinders.
1. **Study with friends: **
* Study groups of 4 to 6 people can sometimes be motivational and provide a great source of support, especially when things feel stressful.
* It’s a great way to share and learn from each other.
1. **Bounce back from a bad grade: **
* Bad grades happen, even to ‘excellent’ students and studiers.
* Don’t let bad grades get in the way. Instead, be proactive.
* Chat with your teacher about the material during class or make a time to meet during recess or lunch.
* Speak to your Pastoral Teacher.
* Take advantage of the Information Centre and Teacher Librarian – Mrs Blakey has great strategies and tools to help you with assignments.
* Find a student buddy, maybe even an older sister in your PC class who might be able to help with class work.

It was wonderful to see many parents attend the IB MYP Workshop last week, hosted by Natalie Fairfax (Head of IB). Here are some other tips shared to parents that evening:

* Engage with your child’s Unit Outline
* Discuss rubrics with your daughter
* Reinforce summative assessment is best fit, not an average.
* Snapshot of learning in that moment - does not define students - keep perspective
* Assist your daughter to reflect on how to improve next time by looking at the rubric and seeing where there are gaps.
* Contact your daughter’s teachers if you or they require any assistance in understanding the expectations of a task or the assessment of it.

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