

## Exam Tips

- Read the instructions on the front of the paper carefully before answering any questions. The time allowed for the exam includes reading time.
- Make sure you know how many questions you should be answering.
- Read the questions slowly, then read them again – it's all too easy to misread when you are nervous.
- Answer the questions on the paper rather than the questions you were expecting.
- Where there is a choice, choose the questions you think you can answer best. Attempt all questions.
- Compare the marks allocated to each question and use this as a guide to the time you spend on each.
- Allow enough time to answer all the questions and to check back over your work.
- Try not to panic if you are unable to answer a question. Move on to the next question and come back to the difficult one later.
- Take care with your presentation – your answers need to be clear to the examiner.
- For some subjects, marks will be awarded for spelling, punctuation and grammar. Make sure you know which questions award marks for these skills. It will be stated on the exam paper.