

PLANNING STUDY AT HOME

Late Mr. Hira Prasad

I have noticed some students do not know how to plan and how to study which subject and when. Being a teacher myself, I have been guiding my students at secondary level all these years. They have appreciated and followed the suggestions and were successful in their examinations.

Students are advised to prepare a **"MEMORY SHEET"** which should contain formulae, important things to remember in different subjects. For a student offering Maths, Physics, Chemistry and Biology the Memory Sheet should contain column wise.

- **MATHEMATICS** : Enter all the formulae topic-wise.
- **PHYSICS** : Short definitions with formulae and S.I. Units etc.
- **CHEMISTRY** : Symbols, Valency, Ores of Metals.
- **BIOLOGY** : Important terms and definitions.
- **HISTORY** : Important Events with dates etc.
- **GEOGRAPHY** : Important Places - States/Countries and their capitals.
- **ENGLISH** : Authors etc.
- **HINDI** : Poems/Poets etc.

Let this chart be placed in front of the student's study table preferably stuck against the wall in front so that it attracts attention very often and very frequently. Students may make a study schedule as suggested below with a sincere desire to follow it, if it suits them. Too much studying at one go will be tiring and will not be able to achieve the desired results. Moreover it may be forgotten sooner. You may make a study schedule as suggested below and follow it sincerely, if it suits you:-

GET UP AT 5.00 AM	AFTER YOU COME BACK FROM SCHOOL
<ul style="list-style-type: none"> • 5.30 am - Go through the formulae chart (recite one like saying a prayer) • 5.45 am - History/Civics (while studying jot down important points or any memory lesson in a note book) which can be revised the following day before starting next chapter. • 6.45 am - Breakfast and get ready for school. 	<ul style="list-style-type: none"> • Eat your food - relax (you may go through newspapers) • 4.00 to 5.00 pm - Geography (Map Work) / Home work assigned by the school/project work. • 5.00 to 5.30 pm - Free Time • 5.30 to 6.30 pm - (1st Study Hour) Physics/Chemistry • 6.30 to 7.30 pm - (2nd Study Hour) English (Everyday)
BREAK FOR 15 MINUTES	DURING HOLIDAYS / PREPARATION LEAVE / ON SUNDAYS
<ul style="list-style-type: none"> • 7.45 to 8.15 pm - Hindi • 8.15 to 9.00 pm - Study (revise the topics done in the class) • 9.00 pm - Dinner • 9.15 to 10.30 pm - Maths (Everyday) - selected questions from different topics. • 10.30 pm - Retire (avoid late hour study - Do not tire yourself) 	<ul style="list-style-type: none"> • 5.00 to 6.45 am - as on weekdays. • After Breakfast • 6.30 to 7.30 am - 1st hour of study. • 7.30 to 8.30 am - 2nd hour of study • Break for 15 Minutes • 8.45 TO 10.00 am - Written Work : English Precis : Writing/Essay or Letter Writing or Hindi Precis : Writing/Essay or Letter Writing • 10.15 to 12.15 pm - Answer past year exam papers. • 12.15 to 1.00 pm - Lunch & Free Time

	<ul style="list-style-type: none">• 1.00 to 3.30 pm - Mathematics (past years papers)• Free Time Half an Hour• 4.00 pm - Follow the routine as on other days.
<p>The above time table may be modified or adjusted according to one's requirement and suitability in order to get the maximum benefit.</p>	

NB : For Don Bosco, a teacher is a guide not a guard. According to him:-

- Learning is a journey, not a destination.
- Discovery is questioning the answers, not answering the questions.
- Goal is open minds, not closed issues.
- Test is not remembering and reviewing.
- A School is a home, a playground and not a prison.