**STEPS TO SUCCESS IN THE HSC**

1. **Be organised:**
   a. The course work for each subject must be well organised. I suggest using folders and lose leaf paper. You must always have in your mind that at the end of four terms you must have all notes and handouts in the one place and in the order they were handed out.
   b. Use a diary for homework and assessment tasks. Also use a term planner to see the bigger picture.
   c. Begin revising for examinations two week in advance.
   d. Attend all lessons. If you miss a lesson be vigilant in catching up the work.

2. **Establish routines:**
   a. Establish a homework / study routine e.g. from 5-7 pm Mon-Fri. Record your routine using the week planner.
   b. At the end of each week summarise the content covered in each subject. Use the syllabus as a guide.

3. **Set goals:**
   a. You should always begin with the end in mind.
   b. Set year 12 goals, career goals and general life goals.

4. **Maintain a healthy body:**
   a. A healthy body equals a healthy mind.
   b. Exercise regularly.
   c. Get plenty of sleep, 8 hours minimum.