

START PLANNING YOUR EXAMS How many days do you have to study? Do the math!

		APRIL 2022			MAY 2022			JUNE 2022		
FR	1		WEEK 7	SU	1			WE	1	
SA	2			Qualitative study work in this week:			days	hours	TH	2
SU	3			MO	2		WEEK 10	FR	3	
Qualitative study work in this week:		days	hours	TU	3			SA	4	
MO	4	EASTER RECESS		WE	4			SU	5	
TU	5			TH	5			MO	6	WHIT MONDAY
WE	6			FR	6			TU	7	
TH	7			SA	7			WE	8	
FR	8			SU	8			TH	9	
SA	9			Qualitative study work in this week:			days	hours	FR	10
SU	10			MO	9		WEEK 11	SA	11	
Qualitative study work in this week:		days	hours	TU	10			SU	12	
MO	11			WE	11			MO	13	
TU	12			TH	12			TU	14	
WE	13			FR	13			WE	15	
TH	14			SA	14			TH	16	
FR	15			SU	15			FR	17	
SA	16			Qualitative study work in this week:			days	hours	SA	18
SU	17			MO	16		WEEK 12	SU	19	
Qualitative study work in this week:		days	hours	TU	17			MO	20	
MO	18	EASTER MONDAY	WEEK 8	WE	18			TU	21	
TU	19			TH	19			WE	22	
WE	20			FR	20			TH	23	
TH	21			SA	21			FR	24	
FR	22			SU	22			SA	25	
SA	23			Qualitative study work in this week:			days	hours	SU	26
SU	24			MO	23	CATCH-UP ACTIVITIES		MO	27	
Qualitative study work in this week:		days	hours	TU	24			TU	28	
MO	25		WEEK 9	WE	25			WE	29	
TU	26			TH	26	ASCENSION DAY		TH	30	
WE	27			FR	27	BRIDGING DAY		JULY 2022		
TH	28			SA	28			FR	1	
FR	29			SU	29			SA	2	
SA	30			Qualitative study work in this week:			days	hours	SU	3
				MO	30	START EXAMINATION PERIOD		MO	4	
				TU	31			TU	5	

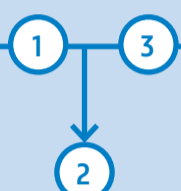
- Fill in your exam schedule (oasis.ugent.be) on this calendar and count the number of available days you have, from the start of your exam period (on 30/05), for each course between two exams. Fill in these days on table ①.
- Count the number of days you have as from today:
 - > Evaluate for each week on which days you can do/plan your qualitative study work (weekends included).
 - > Decide for each day the number of hours that **you will certainly study in a qualitative way, not those that you wish you would study**, and fill in on the calendar (in the yellow column)
 - > Count these hours for each week.
 - > Convert the hours into days and write them in table ②. A whole day equals to an average of 6–8 hours quality work and a half day to an average of 3–4 hours quality work. Your support work is not taken into account! Three evenings of 2 hours for example count for an entire day. Of course you can also immediately count in entire and half days.
 - > Count all these days. Those are the study days you're sure of.

- Distribute these days over the different exams in table ③ so that you have studied every course qualitatively.
- Indicate on your calendar on which days or hours you will study which course.
- Stick to your planning and make use of your available days/hours to prepare your exams. If qualitative study hours are lost by unforeseen circumstances, reschedule these hours, by preference in the same week.

START PLANNING YOUR EXAMS

COURSES	Number of days between your exams
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How many days will you use extra to study your course in a qualitative way?
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How many days do you have from now until your exam period for the qualitative study work?	
Lecture week 7	... d
Easter recess	... d
Easter recess	... d
Lecture week 8	... d
Lecture week 9	... d
Lecture week 10	... d
Lecture week 11	... d
Lecture week 12	... d
Cath-up week	... d
Sum	... d

STUDYING is a process of

- orientation** (= set concrete objectives)
- comprehension** (= find out the answers and make connections)
- consolidation** (= structure the study material so that you can memorize it)
- active revision** (= close your books and actively recall what you have studied).

Use the entire semester to do that, not just the exam period.

Studying for the exams starts in the first few weeks of the semester. The principles of studying efficiently remain the same. Use your productive hours to study, because that is when you are the most focused. Make them even more productive by using less productive hours to prepare yourself first (orientation).

“A goal without a plan is just a wish.”
Antoine de Saint-Exupéry

Need more help for planning your exams?
Please contact your study counsellor or read the brochure 'Maximizing study efficiency' <https://www.ugent.be/current-students/en/study-support>