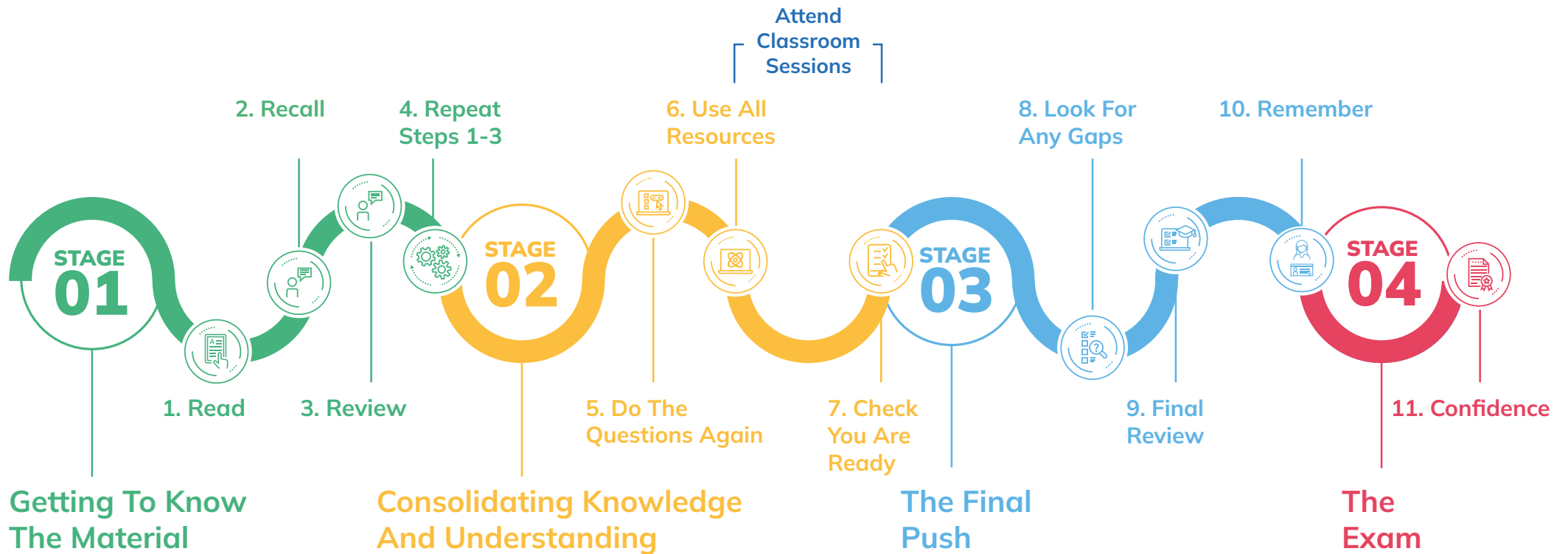


Recommended Study Guide



Stage 01: Getting To Know The Material

1. Read

Skim-read a chapter of the study notes to quickly become familiar with the content

2. Recall

Answer the questions related to that particular chapter. The questions can be found in the learning portal. Use this as part of the learning process to reflect on your understanding, rather than a test.

3. Review

Any questions answered incorrectly, or guessed, should be reviewed to gain an understanding of the subject area. The best way to do this is to return to the study notes and read the appropriate section closely.

4. Repeat Steps 1, 2 and 3

Move on to the next chapter and repeat the process for all the chapters.

Stage 02: Consolidating Knowledge And Understanding

5. Do The Questions Again

In stage 1 you should have answered and reviewed all the questions. To consolidate your knowledge and understanding, in stage 2, try the questions again.

Learning portal

Do the questions in the learning portal in test conditions. Doing the questions online is advantageous on two counts: the system marks the questions for you, saving time, and randomises the questions giving you a fresh perspective on the questions to test your knowledge thoroughly.

Aim

You should be aiming for above 80% in all of these tests.

6. Use All Resources

Study Guide

Whether you know the answer to a particular question or not, understanding is key. To ensure understanding, review the subject matter and questions in the study guide.

The study guide is an important element of the preparation for the exam, it should be your go-to reference in times of uncertainty.

eLearning

The eLearning is also a resource that you may find useful. This content is specifically created to highlight key areas of focus and to help to enhance your knowledge in a more interactive manner.

ATTEND CLASSROOM SESSIONS

If you have completed the recommended study of stages 1 and 2, you will be well placed for joining the classroom sessions, if you are signed up to attend them.

7. Check You Are Ready

The mock exams are taken in the learning portal. Test yourself under exam conditions if possible. Make sure that you answer all of the questions, then review incorrect or guessed answers and repeat the test aiming for above 80%.

Stage 03: The Final Push

8. Look For Any Gaps

Review the study guide skimming the sub-headings. Look for areas with which you are unfamiliar. When you see these, make a note of the page number. Having done this for the whole guide, read through the sections you have identified as needing further study.

9. Final Review

Attempt the mock exam again. You should now be in the habit of constantly checking for any gaps in your knowledge, rather than looking at the score.

You must have passed the mock exam in order to be able to progress to the final exam.

10. Remember

Throughout this process, you should be checking for understanding of the questions using the slide pack, and study notes.

Stage 04: THE EXAM

11. Confidence

The questions you face will be different to the ones you have seen in the practice questions and mock exams. Do not be fazed by this difference - the exam questions are still based on the content you have studied in the study notes, slide pack and eLearning. Having followed the plan here you should be well prepared for the exam and have the knowledge, understanding and tools to answer the questions and pass the exam.