

Learn Smart - Be a TOP Student

(Primary School Students)

Children unwilling to do revision?
Starting study time late at night?

Parents can help children
devise and follow their study
schedule to study effectively
for tests and exams!

"Let's become a 'T.O.P.' student
without staying up late."

Time management

Organization

Planning / **P**rioritization

Time management

Work with your child to
set up a study schedule

- Devise a study schedule and link it with a *reward plan*
- Set a time limit for each task
- Use a timer to help focus

Appropriate breaks are essential

- Allow brief breaks or relaxing activities in-between tasks
- Decide with your child beforehand the duration of breaks and what activities could be done, e.g. listening to music, having a drink, doing some stretching exercises.



Time	Task/ Activity
10:30 - 10:50 (20 mins)	Revise Chinese
10:50 - 10:55 (5 mins)	Break
10:55 - 11:15 (20 mins)	Revise English
11:15 - 11:20 (5 mins)	Break
11:20 - 11:40 (20 mins)	Revise Math

Managing the “Distraction Gremlins” improves attention to achieve efficiency

Organization

Children with AD/HD are often distractible and hard to sustain their attention when studying. Try to find the “distraction gremlins” hidden in the picture below!



- Answers :
1. Television
 2. Toys
 3. Snacks
 4. Fancy stationery items
 5. Cluttered desk
 6. The view outside
 7. Poor posture

Parents can organize a distraction-free study environment to help children focus more on studying and to be away from “distraction gremlins”.

Using schedules, timers and checklists

Having adequate and gentle lighting

Facing the wall to reduce distractions

Creating separate designated spaces specifically for study and play

Declutter the desk, leaving only necessary materials on the desk

Arranging learning materials orderly

Adjusting height of the chair, allowing feet to be placed on the floor comfortably



Planning / Prioritization



30
minutes



10 10 10
min min min



Break down tasks

- Break tasks down into smaller pieces according to your child's ability.
- Modify the schedule so that your child engages in tasks that require much concentration during periods of sufficient mental energy.

Break tasks down

1. First spend 5 minutes to read aloud chapter 3 of the Chinese textbook
2. Then work for 10 minutes on dictation
3. Lastly do sentence completion in 10 minutes

Become a timetable designer

Time		Task/ Activity
	_____ minutes	
	_____ minutes	Break
	_____ minutes	
	_____ minutes	Break
	_____ minutes	