



# Student Planner

www.statehigh.com.au

Student Timetable					
Period	Mon	Tue	Wed	Thu	Fri

## My Goals and Objectives for this Semester

Subject	Previous Result	Aim	Strategies to help me achieve this

## Notes / Reminders / To Do List

1.
2.
3.
4.
5.
6.

## The 16 Habits of Mind

Persisting		Persevering with a task through to completion; remaining focused
Listening with empathy and understanding		Devoting mental energy to another person's thoughts and ideas; holding in abeyance one's own thoughts in order to perceive another's point of view and emotions
Thinking about your thinking (Metacognition)		Being aware of one's own understanding, thoughts, strategies, feelings and actions
Questioning and problem posing		Having a questioning attitude; knowing what data are needed and developing questioning strategies to produce those data; finding problems to solve
Thinking and communicating with clarity and precision		Striving for accurate communication in both written and oral form; avoiding errors, generalisations, distortions
Creating, imagining and innovating		Generating new and novel ideas; approaching problems with originality
Taking responsible risks		Being adventuresome; living on the edge of one's competence
Thinking interdependently		Being able to work with and learn from others in order to enhance everyone's understanding and competence
Managing impulsivity		Thinking before acting; remaining calm, thoughtful and deliberative
Thinking flexibly		Being able to change perspectives, generate alternatives and consider options
Striving for accuracy		A desire for exactness, fidelity and craftsmanship
Applying past knowledge to new situations		Accessing prior knowledge; transferring knowledge beyond the situation in which it was learned
Gather data through all senses		Gathering data through all the sensory pathways--gustatory, olfactory, tactile, kinaesthetic, auditory and visual
Responding with wonderment and awe		Finding the world awesome, mysterious and being intrigued with phenomena and beauty
Finding humour		Finding the whimsical, incongruous and unexpected; being able to laugh at oneself
Remaining open to continuous learning		Having humility and pride when admitting we don't know; resisting complacency; becoming a life-long learner

## Daily Homework and Study Timetable

Time	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Academic Study							
Sport and Co-Curricular Commitments							
AM							
PM							

## Term Planner:

Week	Mon	Tue	Wed	Thu	Fri	Weekend
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						

Student Timetable					
Period	Mon	Tue	Wed	Thu	Fri
(1:15-4:25)	Form	Form	Form	-	Form
(4:15-9:25)	Maths	ITD	English	DAD	Japanese
First Break					
(11:12-1:10)	Assembly	English	Maths	SSEL	Science
(12:15-1:25)	ITD	Japanese	Science	ITD	DAD
Second Break		Debating Meeting			
(2:10-3:20)	DAD	Science	Japanese	Maths	English



## Student Planner

www.statehigh.com.au

My Goals and Objectives for this Semester			
Subject	Previous Result	Aim	Strategies to help me achieve this
Maths	B	A	Weekly tutoring
English	B-	B	get early feedback on drafts
Science	B	B+	work 3 pages ahead in textbook
Japanese	C+	B	complete vocab list
ITD	n/a	A	take my time with practical work
DAD	n/a	A	practice photoshop

The 16 Habits of Mind	
Persevering	Persevering with a task through to completion; remaining focused
Listening with empathy and understanding	Devoting mental energy to another person's thoughts and ideas; holding in abeyance one's own thoughts in order to perceive another's point of view and emotions
Thinking about your thinking (metacognition)	Being aware of one's own understanding, thoughts, strategies, feelings and actions
Questioning and problem posing	Having a questioning attitude; knowing what data are needed and developing questioning strategies to produce those data; finding problems to solve
Thinking and communicating with clarity and precision	Striving for accurate communication in both written and oral form; avoiding errors, generalisations, distortions
Creating, imagining and innovating	Generating new and novel ideas; approaching problems with originality
Taking responsible risks	Being adventurous; living on the edge of one's competence
Thinking interdependently	Being able to work with and learn from others in order to enhance everyone's understanding and competence
Managing impulsivity	Thinking before acting; remaining calm, thoughtful and deliberative
Thinking flexibly	Being able to change perspectives, generate alternatives and consider multiple solutions
Striving for accuracy	A desire for exactness, fidelity and craftsmanship
Applying old knowledge to new situations	Accessing prior knowledge; transferring knowledge beyond the situation in which it was learned
Gathering data through all senses	Gathering data through all the senses (pathways - gustatory, olfactory, tactile, kinesthetic, auditory and visual)
Responding with wonderment and awe	Finding the world awesome, mysterious and being intrigued with phenomena and beauty
Finding humour	Finding the whimsical, incongruous and unexpected; being able to laugh at oneself
Having a habit of continuing learning	Having humility and pride when admitting we don't know; resisting complacency; becoming a life-long learner

Notes / Reminders / To Do List
1. Maths Tutor - 5:30pm Thursday
2. Money for Science field study
3. Soccer Trips - Friday before school (week 4/10)
4.
5.
6.

Daily Homework and Study Timetable							
Time	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Academic Study							
4:30-5:30pm	DAD	Training	English	DAD	None		Assignments
5:30-6:00pm	Maths	Japanese	Maths	Maths	None	Family Time	Assignments
6:00-7:00pm	Family meal time and TV					Family Time	Family Time
7:00-8:00pm	ITD	English	Science	ITD	None	Family Time	Family Time
8:00-9:00pm		Science		Japanese	None	Family Time	Family Time
Sport and Co-Curricular Commitments							
AM	Soccer			Debating	Debating	Soccer Match	Family Time
PM		Soccer				Family Time	Family Time

Term Planner:							
Week	Mon	Tue	Wed	Thu	Fri	Weekend	
1.	No School				Debating	Bye	
2.							
3.			Maths Ass.			Soccer	
4.		Japanese Vocab test				Soccer	
5.	Science Test			Science Test		Soccer	
6.		ITD Draft				Soccer	
7.		ITD Assignment			Maths test Debating		
8.						Soccer	
9.	Science field study		DAD project 1			Soccer	
10.				Japanese test			
11.			DAD project 2		Last Day!		

Scientia est Potestas - Knowledge is Power

We recommend Lumocolor non-permanent pens

© Copyright - Success Planner Pty Ltd

See reverse side for advice & instruction

## What is homework?

Homework includes these activities

- Activities set by your subject teacher
- Research and reading for an assessment task
- Working on an assessment task
- Reading a novel

There is no such thing as "no homework"

## What is study?

Study includes these activities

- Revising work covered that day
- Reading ahead in the text book
- Studying for a test
- Creating a mind map of key information about a topic
- Making study notes to prepare for exams

## How to prioritise

1. **Do the most important and urgent things first.** Look at your goals to make sure you are doing what is important.
2. **When is it due?** Organise your tasks according to when they are due.
3. **Use the to-do list.** Write your tasks in order of priority on your to-do list.
4. **Split big tasks into smaller sections** and complete them over a few sessions.
5. **Do hard things first.** Study those subjects you find difficult first, rather than leaving them until last.

## How to set a study timetable

### Step 1

List all the following activities

- Regular weekly activities (time with friends and family, volunteer work, orchestra rehearsal, music lessons, Saturday sporting fixtures, sports training etc.)
- Family evening meals
- Travel to and from school, training etc
- Specific tv shows you always watch – consider recording these for viewing in free time
- Any other items that are part of your weekly schedule

### Step 2

- Estimate the time you need for each activity and write it in
- Write homework and study sessions on the planner. Make sure you schedule homework and study at times when you know you are at your best, and don't stay up too late!
- Make sure you allow enough time for recreation and relaxation

## How to set goals and objectives

Take some time to reflect

*How can I grow as a person this year?*

*Did I achieve my personal best in each subject?*

*What do I want to achieve in the future?*

*How do I cope with setbacks?*

When you have reflected, make some notes. You may turn your dreams into goals or objectives.

Here are some examples of types of goals that might suit you. Choose your main goals, maybe one from each area to start:

### Personal

Get to know at least 2 new students this term.

### Academic

Attend Maths Tutoring at C Block before school on Tuesdays.

Improve my writing by practising extended responses.

Revise units of work when I finish them.

### Organisation

Write down my homework every lesson.

Pack my school bag the night before, to make sure I remember my equipment.

Clean my locker out twice a term.

### Co-curricular

Join the debating or public speaking team.

Practice a musical instrument regularly.

Improve my endurance and fitness this season.

Try something new.

### Service

Find somewhere outside my comfort zone where I can do service for the school or community.



© Copyright 2011

Success Planner Pty Ltd

Website: www.successplanner.com.au

Email: mark@successplanner.com.au

We recommend STAEDTLER Lumocolor non-permanent pens

## How to use this planner:

Use non-permanent or fine whiteboard marker only

At the start of each term

1. Work with your tutor.
2. On the term planner, write in due dates for assessment tasks and assignments; write in exam weeks; mark any public holidays etc
3. On the daily homework and study timetable, write in all your sporting and family commitments, and work out when you will do your homework/study each week.
4. Each week, use the Notes/Reminders section to prioritise tasks. When you have finished tasks, cross them out or rub them out.
5. Have a family meeting to discuss and negotiate your term plan.

## Tips for getting organised

### 1. Tidy your locker

Keep your locker tidy and it will be much easier to stay organised! Clean out your locker twice a term. Mark your clean-up dates on your planner.

### 2. Create a study space

You need

- your own desk which you should keep tidy
- a quiet place to study, away from distractions (computer, phone, TV)
- somewhere to place this student planner (eg on the wall in front of or near your desk)
- a comfortable chair with good back support
- a lamp or light that falls on your books and does not shine in your eyes
- a book shelf for resources

### 3. Write everything in your diary

Your diary is your best tool for staying organised. At the start of each week, write the names of all lessons for each day. Write your homework down clearly and neatly after each lesson. When you receive assignments or assessment tasks, write the due dates in your diary.