



**Woodroffe High School**  
**2410 Georgina Drive, Ottawa, ON K2B 7M8**  
**Phone: 613-820-7186 Fax: 613-820-5993**  
Steve Jackson – Principal   Tina Ash – Vice Principal   Colleen Taylor – Vice Principal

---

December 21, 2018.

The Exam Period is scheduled for a 4 day block from Friday, January 25 to Wednesday, January 30, 2019 . Specifically, the schedule will be:

<b>Friday, January 25th</b>	<b>Period ONE Exam</b>
<b>Monday, January 28th</b>	<b>Period TWO Exam</b>
<b>Tuesday, January 29th</b>	<b>Period THREE Exam</b>
<b>Wednesday, January 30th</b>	<b>Period FOUR Exam</b>

Attached to this sheet, you will find the exam schedule. All courses will have one or more final evaluations which will constitute 30% of the student's final grade. This final evaluation could include: an examination, a performance, an essay, an interview and/or another method of evaluation suitable to course content. The final evaluation allows the student an opportunity to demonstrate comprehensive achievement of the overall expectations for the course (Growing Success, 2010 p. 41).

Final evaluations are considered an essential component of a course. Students are expected to make arrangements to be present for all final evaluations. Students who are absent will receive a final mark of zero (0%) on their final evaluation, unless they are able to provide a doctor's note excusing their absence for medical reasons. For these students, teachers will use their professional judgement, and work with the Vice Principal, and the family to determine a course of action for the student to complete the course requirement for a final evaluation.

### **How to Prepare for Final Evaluations:**

Woodroffe High School values student learning and student well being. Here are some tips to help you achieve a healthy, successful final evaluation: (from: <https://blog.suny.edu/2013/12/scientifically-the-best-ways-to-prepare-for-final-exams/>)

- 1. Say NO to cramming:** Study in intervals! Studying in 20-50 minute increments and giving yourself 5-10 minutes break in between is more beneficial than cramming.
- 2. Say YES to cardio:** Science says that just 20 minutes of cardio [can improve your memory](#). Whether you're dancing, jogging or busting a sweat by walking, exercise will increase your energy level and reduce the effects of stress.
- 3. Eat superfoods/antioxidants:** Everybody knows you should eat breakfast the day of a big test. Research suggests that high-carb, high-fiber, slow-digesting foods like oatmeal are best.
- 4. Alternate study spots:** Shake up your finals routine! Spending all night in the library can be draining. [According to the New York Times](#), simply alternating the room where a person studies improves retention.
- 5. Time management:** [Cramming causes anxiety](#) which lowers your ability to retain information. By creating a balanced study plan and schedule, you will be able to study each subject in its entirety and ultimately boost your test performance.
- 6. Avoid the all-nighter:** All-nighters impair reasoning and memory for as long as four days. As a result, you will receive lower grades.
- 7. MINIMIZE distractions:** Research shows that while many teens prefer to study while listening to music, texting friends, or watching television, they are less likely to retain information that way. If you must listen to music, stick to instrumental music.
- 8. MAXIMIZE practice-testing:** You may have thought highlighting, re-reading and summation would be effective ways to study. Think again! A 2013 study, [Improving Students' Learning With Effective Learning Techniques](#), found that these techniques do not consistently boost students' performance. Practice testing through the use of flashcards, or taking practice exams was observed to be a highly effective studying technique.