

Address:

E-mail address:

Telephone (H):

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IN CASE OF EMERGENCY, CONTACT:

Name:

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THE SINGAPORE FLAG

The Singapore flag is halved horizontally – red over white. It has at the top of the hoist, a crescent moon sided by five stars in a circle, all in white. The ratio of the width to the length of the flag should be two to three.

The colour red is symbolic of universal brotherhood and equality of man, and the colour white signifies pervading and everlasting purity and virtue. The crescent represents a young country on the ascent in its ideals of establishing democracy, peace, progress, justice and equality as indicated by the five stars.

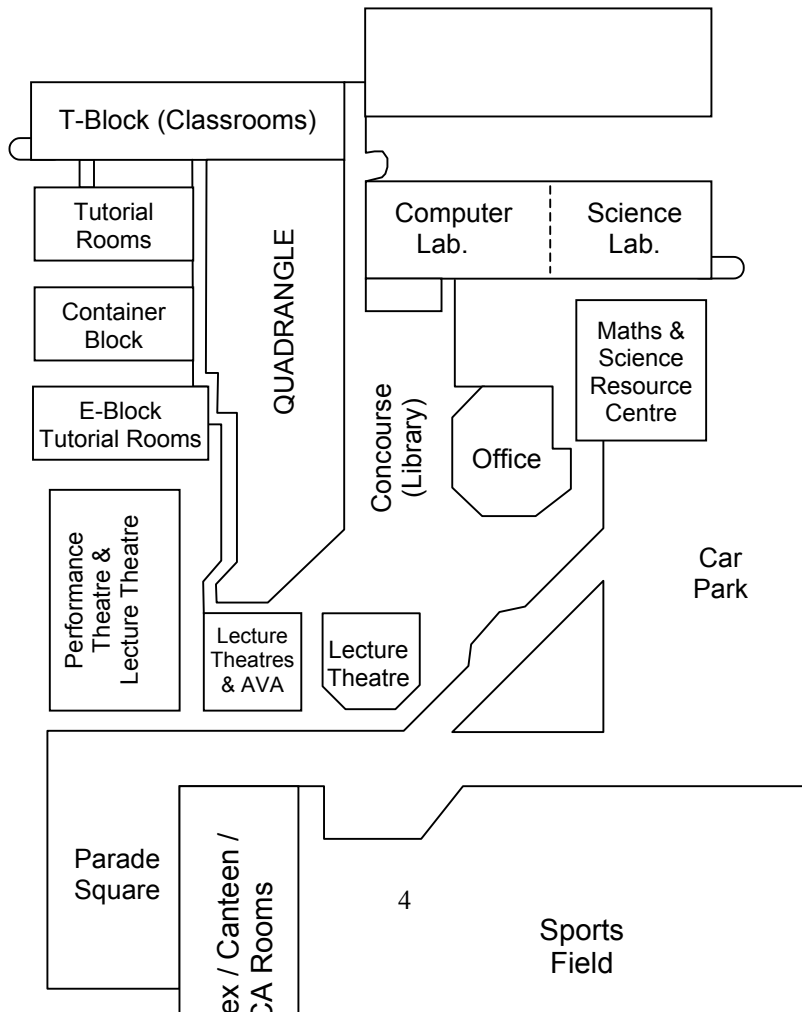
THE SINGAPORE PLEDGE

We, the citizens of Singapore, pledge ourselves as one united people regardless of race, language or religion, to build a democratic society based on justice and equality so as to achieve happiness, prosperity and progress for our nation.

THE NATIONAL ANTHEM

Majulah Singapura

1. Mari kita rakyat Singapura
Sama-sama menuju bahagia
Cita-cita kita yang mulia
Berjaya Singapura
2. Mari-lah kita bersatu
Dengan semangat yang baru
Semua kita berseru
Majulah Singapura, Majulah Singapura



We are glad you have chosen this College to prepare you for your tertiary education. In VJC, the emphasis is on the full development of the student – academically, emotionally and socially.

You will probably have noted that the College has achieved very creditable results in the A-level examinations. The emphasis on good academic performance is palpable, and is expected by students, teachers and parents. In academic performance, the College aim is, simply stated - to deliver good results. Towards this end, the College has developed a range of programmes to help students with varying abilities to achieve their maximum academic potential.

As important as academic performance is our emphasis on the development of the character and interpersonal skills of our students. Co-curricular activities (CCA) are actively supported and promoted. There is a time to study and, certainly, a time to play. The College recognises that these activities provide students with excellent opportunities to develop their social and leadership skills. These skills, we know, are critical to the future success of our students.

At VJC we are fortunate to have a mix of students from Singapore, ASEAN countries, India, Hong Kong and China. This mix provides our students with the exposure to a wide spectrum of cultures, ideas and perspectives.

Our key resource, of course, is our core of about 120 experienced local and expatriate teachers. We have very little doubt that as you get to know them, you will be touched by their sincere interest in your welfare and development both socially and academically. Their dedication and concern for you will help you get a complete education at VJC.



NIL SINE LABORE: A Latin expression which means NOTHING WITHOUT LABOUR

YELLOW: The most luminous of the Primary colours. In the South East region, it symbolises Royalty. To Royalty is attributed such qualities as excellence, rank, title and the worth of a man .The sum total for these is DIGNITY Excellence is never granted to man but as the reward for labour In striving for that excellence there must be concern for others and this concern should be founded on the basis of a high regard for their welfare and a respect for the dignity of human life. So YELLOW in our context stands for DIGNITY

RED: This colour symbolises UNIVERSAL BROTHERHOOD AND EQUALITY OF MAN.

BOOKS: Books are the tools with which knowledge is most rapidly and successfully acquired. Since all that mankind has ever thought or accomplished is preserved in the pages of books, they confer an intellectual and spiritual wealth that cannot be defined. The OPEN BOOK is thus symbolic of KNOWLEDGE AND WISDOM that one acquires in an institution of learning.

TORCH: The torch symbolises TRUTH and the PASSING ON OF A TRADITION. An education institution with a long history will always have a rich tradition to pass on and at the same time it ILLUMINATES THE WAY for those who will be able to carry its fame and reputation beyond the shores of Singapore.

Vic - to - ri - a in Sing - ga - pore There are o - ther schools we

know Vic - to - ri - a is some - thing more — the School that watched us

grow For here we've learnt and stri - ven too — and played the sports - man's

game Vic - to - ri - a we give to you the ho - nour that you

claim Vic - to - ri - a thy sons are we and we will not for -

get Vic - to - ri - a thy tri - umphs see and vic - tories we share

yet For o - thers came be - fore and went and car - ried to the

world — Vic - to - ria's fame and our in - tent to keep her flag un -

furled.

The Victoria Executive & Victoria Advisory Committees (VEC / VAC)

The VEC/VAC, with members drawn from the professional and the business sectors, serves the College in an advisory capacity. It brings to the College the views and perspectives of respective individuals who are well-informed of developments in the broader social and business environment. In this way it ensures that the College will operate in a manner that is relevant to the needs of the society.

The College Administration

The College Administration, headed by the Principal, Mrs Chan Khah Gek, is the primary administrative body in the College. It is responsible for the College finances, staffing, building and facilities management, external relations, and student affairs.

The Principal and vice-principal are overall in charge, with the Vice-principal taking greater responsibility for the day-to-day running of the College.

The College is organized on the basis of 10 areas of responsibilities: English, Humanities, Chinese, Science, Mathematics, Economics, Physical Education, Information Technology, Students' Affairs and Counselling.

Each department comprises, in addition to the Heads, a Subject Head and/or Level Heads and a core of subject teachers.

Head of Chinese	Ms Ian Pheck Hua
Head of Mathematics	Mr Ang Yeou Peng
Head of Science	Mdm Toh Chui Hoon (Mrs Foo)
Head of Economics	Ms Anne Yip
Head of Physical Education	Mr Tan Yew Hwee
Head of Counselling	Mrs Chia Siok Cheng
Head of Student Affairs	Mr Seet Kok Wah

Arts Department:

Ms Goh Hui Hua	Ms Lian Lay Cheng
Mr Pang Lee Hin Alexis	Mr Lim Ming Chun Samuel
Mr John Douglas Sayers	Mr Abdul Rahman bin Ahmad
Mr Tang Li Jen	Mr Syed Salim bin Syed Awad
Mr K.Veerasamy	

English Department:

General Paper:

Mrs Sultan Mei Lian (Level Head)	Mdm Ong Mui Lee (Mrs Liew)
Mr Choy Kam Leong Larry (Level Head)	Mdm Deborah Law (Mrs Tan)
Mdm Cheong Siew Yin Celine (Mrs Leow)	Ms Su Beh Hian Florence
Mrs Ch'ng Guat Keong Wendy	Mdm Then Lee Mee (Mrs Koh)
Mdm Goh Siang Leng (Mrs Ting)	Mr Chua Kuan Hwee Dominic
Mr Kan Chien Yi	Mr Teo Aik Cher
Ms Jacinth Latha	Mr Young Lung Dax
Ms Oon Kay Ing Celena	Mr Li Zhiming Mark

Literature:

Mr Jeffrey Francis Harris	Mr Steven William Ixer
Ms Choo Su-Mei Christine	Mr Teo Gene-En

Theatre Studies & Drama

Mr John Eric Lofthouse

French:

Mr Bruno Huet

Economics Department:

Mrs Lee Bee Moey (Level Head)
Mdm Chua Guet Eng Patricia (Mrs Leong)
Mdm Tan Wee Hoon (Mrs Lim)
Ms Tay Eileen
Mdm Chue Mei Ling (Mrs Chua)

Mr John Robert Alfred Cook
Mr Leong Chee Kian
Mr Chan Aik Leong Basil
Mr Ueng Chyn Horng
Ms Tan Siew Chow Kellie

Science Department:**Physics:**

Mr Chan Soo Heong Julius (Level Head)
Mr Martin Louis Sylvester Beetsma (Level Head)
Mr Chow Siew Foong
Mr Har Chong Gin
Mr Lee Keng Hua
Mr Phang Wei Lian
Mdm Tan Yang Leng (Mrs Chan)
Mdm Khaw Hwee Ju (Mrs Tan)
Mr Tay Tiam Hock

Mr Goh Wee Sen
Mr Chan Kim Fatt
Mr Kwek Eng Yeow
Mr Goh Ker Liang
Mr Lim Chee Kin Michael
Mr Phoa Yew Hui
Mr Yap Thiam Chuan
Ms Tey Li Shun

Chemistry:

Mdm Lo Hsiao Shan (Mrs Ting) (Level Head)
Mdm Lie Siu Pin (Mrs Yik)
Mdm Leong Chin Ling (Mrs Toh)
Mr Chan Kwai Sum
Mdm Poh Ai Ling (Mrs Mah)
Ms Wong Shueh Mei Monica
Mr Chang Siang Wen

Mrs Chia Siok Cheng
Ms Lee Keow Lian Kathryn
Ms Ho Chui Yee Tracy
Ms Ang Li Ming (Mrs Choo)
Mr Yeo Chian Kwang Robert
Mr Lim Cher Chuan

Biology:

Mdm Yeo Leng Choo (Mrs Teo) (Level Head)
Mdm Chin Siew Mee (Mrs Lim)
Mdm Oon Siew Leng (Mrs Koh)

Mr Chua Wei Sheng Daniel
Mr Foo Peow Meng Eric
Ms Lui Shea Nee Shirley

Physical Education Department:

Mr Chan Choon Kwang Paul

Mr Goh Eng Chai

Mr Leong Fook Hon

Corporate Support Officers:

Ms Lucy Teo

Mdm Hafsah bte Abu Bakar

Mr Morgan Kanapathy

Librarian:

Ms Vidya Laxmi

Technology Assistant:

Mr Paul Woon

recognize it as the only student organisation which can represent the entire student body to the College Administration. The Students' Council is not another extra-curricular activity; it is the student representation with the highest standing, subject to the authority of the Principal. Students who have held leadership roles and students who are interested in serving their peers are greatly encouraged to offer themselves for the election. The highest office a student can hold in the College is that of a student councillor.

Objectives:

- To lead in inculcating self discipline and service to the College.
- To generate a College spirit for the enhancement of a common identity.
- To act as a link between the College Administration and the student body.
- To attend to the general welfare of the students.

The CT Council

The CT Council was first established in 1992 to provide an avenue for the development of leadership and inter-personal skills among the student populace. The dynamism and initiative of its members characterise all the projects the council undertakes. These projects frequently see the council working hand-in-hand with the administration and all the other CCA groups. The strong bonds of friendship and mutual trust between the councillors facilitate the successful organising of various College functions such as the Sea Sports Carnival, College Open House, and activities during Teachers' Day, Friendship Day and festive occasions.

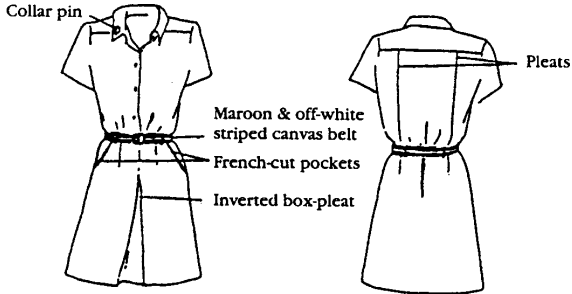
Objectives:

- To play a key role in the smooth running of major events of the college
- To improve the welfare of the students and the college environment

which we owe moral and social obligations. VJC aims to nurture leaders of high intellectual and moral standards. In accordance with the College Philosophy, VJC expects all Victorians to embrace and embody certain essential virtues:

- a) The Victorian community places the utmost importance on the virtue of being honest and expects it to be a quality inherent in every Victorian. It will thus not condone dishonest acts like theft, forgery, cheating and plagiarism.
- b) Showing consideration is also a desirable trait for every Victorian. Each Victorian manifests this by maintaining the cleanliness of the College grounds and furniture, by not eating and drinking outside the Canteen, and by returning utensils and furniture to their proper places. The Victorian also shows consideration by being punctual, by attending all College functions, and by being attentive during lectures, lessons, speeches and announcements.
- c) A leader should first and foremost learn to serve others. The Victorian displays this spirit of service by being willing to take up positions of responsibility (either for the College or within the Civics Tutorial or CCA group) and by volunteering to help wherever help is required.
- d) A Victorian is fair-minded and tolerant, always reasonable in his/her thoughts, words and actions and not prejudiced nor discriminatory.
- e) A respectful Victorian is the pride and joy of the College. He/she is courteous to all in the Victorian community - Principal, teachers, visitors, non-teaching staff and schoolmates alike.
- f) Victorians are expected to uphold the image of the College by being neatly and properly attired and by displaying exemplary behaviour at all times, both within and outside the College.
- g) Victorians who are Singapore citizens must sing the National Anthem and take the Pledge. Students will take the Pledge with the right fist placed over the heart.

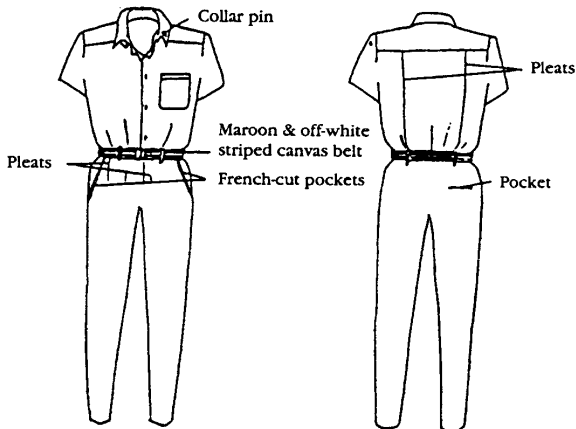
GIRLS



FRONT

BACK

BOYS



FRONT

BACK

Girls – A short-sleeved blouse is worn with an A-line skirt. The skirt has an inverted pleat in front and French-cut pockets. Skirts must be knee length.

Accessories to be worn with the uniform at all times

Belt : Maroon and off-white striped canvas belt.

Collar pin : Badge with VJC logo.

Socks : White. Only trimmings allowed. No "pom-pom" or coloured socks.

Shoes : Sports shoes in muted colours. Minimal colour stripes and trimmings.

At Official Functions

For official functions, both within and outside of College, students should wear the formal College uniform, that is, with the College tie and the VJC blazer with the crest embroidered on the left-hand pocket. The collar badge should be used as a tie-pin. Girls wear black court shoes and boys, black leather shoes.

General Appearance and Conduct

1. The Standard College Uniform should be worn during lesson, lectures, common tests and examinations. It should also be worn in the library (students are not allowed to wear T-shirts in the library).
2. Hair - Long hair, for girls, should be tied back neatly. Boys should have short hair, not touching the ears and with a sloping cut at the back. Boys should be clean-shaven.
3. Uniform - Blouses and shirts must be neatly tucked into skirt or pants, such that the belt is visible to the observer.
4. Fashion accessories - Necklaces, bracelets, bangles and dangling earrings are not allowed. Only ear studs on both ears are allowed and for girls only.
5. Make-up and nail polish are not to be used.
6. There is to be no eating and drinking outside of the Canteen.

Punctuality and Attendance

Usual College Hours: 7.40am to 4.10 pm (Mon to Fri)
 8.00am to 1.00 pm (Sat)

Students are not allowed to leave the college until **12.40 pm** regardless of whether he/she has lessons.

the term):

4th time - A letter to parents informing them of the student's difficulty in being punctual.

5th time - The student and parents meet the Principal/discipline committee to sort out the student's problem.

6th time - The student should stay home for a period of time (determined by the principal/discipline committee) to work out a solution to his/her problem.

4. Absence from the College owing to illness must be covered by an original medical certificate (or a certified copy) or a letter from the student's parent.
5. Should students need to be excused from lessons for special reasons, written permission must be obtained from the Civics Tutor or Heads of Department well in advance.
6. For PE lessons, students are to report punctually and to be properly attired in College T-shirts, black shorts, sports shoes and white socks. No other T-shirt is allowed.

VJC T-Shirts

1. Sales of College T-shirts and shorts are handled by the Students' Council/ Book Store.
2. Sports teams, facilities, clubs and societies may design their own T-shirts. The designs must be submitted to the Head of the respective CCA and the Principal for approval and must comply with the specifications stipulated by the College:
 - (a) the T-shirt must bear the name or logo of the College
 - (b) Only white, yellow and black colours to be used
3. For sports matches, College representatives must wear their College-approved team jerseys.
4. T-shirts must be tucked in at all times.



the candidate's understanding and use of English and the extent to which he has achieved a maturity in thought appropriate to 'A' level students in their second year.

Paper 1 (1 hr 30 mins, 50%)

Paper 1 will contain topics for essay writing as follows: historical, social, political, economic, and philosophical topics; science, including its history, philosophy, general principles and applications; mathematical and geographical topics; literature and languages, arts and crafts; topics of local interest and national concern. Questions will not necessarily be set on every topic. Answers to Paper 1 should normally be between 500 and 800 words in length. Candidates must answer any one out of a total of 12 questions.

Paper 2 (1 hr 30 mins, 50%)

Paper 2 tests comprehension of one or two English prose passages which should allow for comparative analysis. There will be a range of questions on the text(s), requiring candidates to demonstrate their ability to comprehend, explain, infer, evaluate and summarise. Candidates will also be required to synthesise information and respond to concepts or ideas conveyed. They will apply their response, based on their understanding and interpretation of the text(s) as a whole, to a task derived from the text(s). All questions must be answered.

Economics (9079)

Economics is offered as an 'A' level subject. It combines the disciplinary approach of the humanities and the pure sciences. It comprises of Papers 1, 2 & 3.

Paper 1 (1 hr, 20%)

Students are required to answer 30 multiple choice questions which cover the whole syllabus.

Paper 2 (1hr 45 mins, 35%)

Students are required to answer 1 data-response question (15%) and 1 case study question (20%). The DRQ comprises of short extracts, statistical tables and charts etc. Students are expected to do the following: basic calculations, data interpretation, description & explanation of trends and patterns, etc. Case study

The syllabus is divided into Microeconomics and Macroeconomics. Microeconomics, which is covered in the first year, includes the following topics: The Central Problem of Economics; Demand and Supply; Production and Cost; Market Structures; Externalities; The Labour Market

Macroeconomics, which is covered in the second year, includes the following topics: (1) National Income Accounting;(2)Theory of Income Determination; (3) Role of Money; (4) International Trade and Finance; (5) Macroeconomic Problems and Policies

Mathematics (9233)

Students offering Mathematics at 'A' level will sit for Papers 1 and 2.

Paper 1 (3 hrs, 50%)

This paper consists of about 14 questions of different marks and lengths, based on the Pure Mathematics syllabus (Algebra, Trigonometry, Functions & Graphs, Permutations & Combinations, Calculus, Vectors, Complex Numbers, Numerical Methods). Candidates will be expected to answer all questions, except for the last question where students can choose to answer one of the two alternatives provided (12 marks for each alternative).

Paper 2 (3 hrs, 50%)

This paper consists of 4 sections, Sections A, B, C and D. Candidates will answer all the questions in Section A. Candidates will also choose one of Sections B, C or D, and answer all of the questions in that section, except that for the last question in the section chosen, candidates will answer only one of the alternatives.

- Section A (Pure Mathematics - 34 marks)

This section consists of about 5 questions of different marks and lengths based on the Pure Mathematics syllabus.

- Section B (Applied Mathematics - 66 marks)

- Section C (Particle Mechanics - 66 marks)

This section consists of 6 or 7 questions of different marks and lengths for 54 marks, and a final Either/Or question with two alternatives (12 marks for each alternative). Questions will be based on the Particle Mechanics syllabus.

- Section D (Probability and Statistics - 66 marks)

This section consists of 6 or 7 questions of different marks and lengths for 54 marks, and a final Either/Or question with two alternatives (12 marks for each alternative). Questions will be based on the Probability and Statistics syllabus.

Further Mathematics (9234)

This subject is open to students who obtain at least grade B3 for both Mathematics D and Additional Mathematics. Students offering Further Mathematics at 'A' level will do Papers 1 and 2.

Paper 1 (3 hrs, 50%)

This paper consists of about 11 questions of different marks and lengths on Pure Mathematics. Students are expected to answer all questions, except for the last question (worth 12 to 14 marks), which will offer two alternatives, only one of which must be answered. The topics covered in this paper are: Algebra; Analysis; Complex Numbers; Matrices and Linear Spaces; Vectors; Polar Coordinates.

Paper 2 (3 hrs, 50%)

This paper consists of 4 or 5 questions of different marks and lengths on Mechanics (worth a total of 43 or 44 marks), followed by 4 or 5 questions of different marks and lengths on Statistics (worth a total of 43 or 44 marks), and one final question worth 12 or 14 marks. The final question consists of two alternatives, one on Mechanics and one on Statistics. Students are expected to answer all questions, except the last question, where only one of the alternatives must be answered.

The Core syllabus includes topics on Mechanics, Waves and Oscillations, Thermal Physics, Electricity and Magnetism, and Modern Physics.

The Option syllabus consists of 4 topics: Physics of Fluids, Physics of Materials, Medical Physics ; Environmental Physics. Only one topic will be taught.

The examination consists of 5 papers:

Paper 1 (1 hr, 60 marks or 20% of exam)

30 multiple-choice questions based on the CORE syllabus. All questions will be of the direct choice type with four options.

Paper 2 (1 hr 45 mins, 90 marks or 29% of exam)

8 compulsory short structured questions based on the CORE syllabus. The last question will involve comprehension and analysis of data and will carry approximately 20 marks.

Paper 3 (2 hrs 30 mins, 110 marks or 35% of exam)

Section A: 6 long questions based on the CORE syllabus of which candidates need to answer 4. Each question will carry 20 marks.

Section B: Answer all the questions from one of the 4 options. Each option will carry 30 marks.

Paper 4 (2 hrs, 34 marks or 11% of exam)

2 compulsory one-hour examinations (17 marks each)

Paper 5 (1 hr, 16 marks or 5% of exam)

2 compulsory design exercises (8 marks each).

Special paper for Physics is optional. The paper is 2 ½ hours long and will be offered only to second year students.

syllabus and one topic from the Option syllabus.

The Core syllabus consists of 10 sections – Atoms, molecules and stoichiometry; Atomic Structure; Chemical bonding; States of matter; Chemical energetics; Electrochemistry; Equilibria; Reaction kinetics; Inorganic chemistry; Organic chemistry.

The Option syllabus consists of 4 topics: Biochemistry; Environmental chemistry; Food chemistry; Thermodynamics. Only one topic will be taught.

The examination consists of 4 papers:

Paper 1 (1 hr, 40 marks or 16%)

40 multiple choice questions based on the core syllabus. Thirty items will be of the direct choice type with 4 options and 10 of the multiple completion type.

Paper 2 (1 hr 30 mins, 60 marks or 24%)

A variable number of structured questions based on the core syllabus. 1 or 2 data based questions are included. Students have to answer all the questions.

Paper 3 (2 hrs 45 mins, 100 marks or 40%)

This paper consists of free response questions. It has four sections:

Section A (based mainly on Physical Chemistry): 3 compulsory questions;

Section B (based mainly on Inorganic Chemistry): 2 compulsory questions;

Section C (based mainly on Organic Chemistry): 2 compulsory questions;

Section D (based mainly on Option Topic): two compulsory questions.

Students will be required to answer a total of ten questions. Each question will carry 10 marks. In each of the sections A, B and C, the last question will be presented in an either/or form.

Paper 4 (2 hrs 30 mins, 50 marks or 20%)

A practical paper which assesses skills on volumetric analysis, physical chemistry and qualitative analysis including planning and designing experiments.

The syllabus is divided into the Core and Option. Students will be taught on the Core syllabus and one topic from the Option syllabus.

The Core syllabus consists of 10 sections – Cell Structure; Biological Molecules; Enzymes; Cell and Nuclear Division; Genetic Control and Inheritance; Inherited Change and Evolution; Energetics; Ecology; Transport; Regulation and Control.

The Option syllabus consists of 4 topics: Biodiversity; Biotechnology; Growth, Development and Reproduction; Environmental Biology. Only one topic will be taught.

The examination consists of 4 papers:

Paper 1 (1 hr 15 mins, 40 marks or 20%)

40 multiple-choice questions of direct choice type with 4 options based on Core syllabus.

Paper 2 (2 hrs, 100 marks or 35%)

A variety of short answer questions and 2 free-response questions based on Core syllabus.

Paper 3 (1 hr 30 mins, 65 marks or 25%)

3 compulsory structured questions (may include data response and comprehension) and 1 either/ or free-response question on the Option syllabus but knowledge of Core material may be required.

Paper 4 (2 hrs 30 mins, 20%)

Practical.

Biology at 'A' level is different from that at 'O' level. Skills tested include - knowledge and understanding of concepts, experimental skills, and analysis of data and application.

where it has already been acquired. Skills tested include:

Knowledge - of the content of the books and, where appropriate, of the personal and historical circumstances in which they were written.

Understanding - extending from simple factual comprehension to a broader conception of the nature and significance of the literary texts.

Analysis - the ability to recognise and describe literary effects to comment precisely on the use of language.

Judgement - the capacity to make judgements of values based on close reading.

Sense of the Past and Tradition - the ability to see a literary work in its historical context as well as that of the present day.

Expression - the ability to write organised and cogent essays on literary subjects

Students offering Literature at 'A' level will do Papers 1, 3 and 8.

Paper 1: Shakespeare and Other Authors (3 hrs, 33 $\frac{1}{3}$ %)

Students at VJC study three texts for this paper.

Much Ado About Nothing - Shakespeare

The Country Life – William Wycherley

Metaphysical Poets - Donne

The types of questions asked on the texts fall into 2 broad areas: a) questions which range across the whole text; b) questions in which an excerpt from the text is printed and students are required to offer detailed comments on its style.

Paper 3: Twentieth Century Writing (3 hrs, 33 $\frac{1}{3}$ %)

We will study the works of 3 major twentieth century writers:

Decline and Fall - E. Waugh

Who's Afraid of Virginia Woolf? - E. ALbee

Ariel - S. Plath

Students will be required to answer questions which 1) deal with an assessment of the work as a whole or 2) require close critical analysis on the style and concerns of a short extract, relating it to the work as a whole.

Students are prepared for this paper by being systematically exposed to a diverse range of materials so that they can recognise aspects of style and genre when confronted by an unseen passage.

Instruction is via tutorials and lectures. Students expect to be taught by at least two different tutors so they experience different styles.

History (9067)

The following papers are offered at VJC and students offering History as an 'A' level subject are required to do two papers:

Paper 1 (3 hrs, 50%)

Modern European History, 1789 -1939

Topics: The Origins of World War 1, 1870-1914 (source-based study); French Revolution; Industrial Revolution; European Nationalism in the 19th century; New Imperialism; Russian Revolution; Totalitarianism between the wars, 1919-1939.

Paper 3 (3 hrs, 50%)

International History 1945 – 1991

Topics: The Development of the United Nations (source-based study); Origins of the Cold War; Globalisation of the Cold War; Crisis of Communism and the End of the Cold War; The Nuclear Arms Race; The Development of the International Economy; Dominant Trends in the Developing World.

Each paper will be of three hours duration and taken at a separate sitting. For each paper, the candidates will have to answer the compulsory source-based study and a selection of three essay questions.

Geography (9051)

The following two papers are offered in Geography -

Paper 1: Physical Geography (3 hrs, 50%)

Each paper is of three hours duration and taken at a separate sitting. Each paper is divided into three sections:

Section A – Seven structured questions based on stimulus materials.

Section B – Three structured essay-type questions based on core topics.

Section C – Six structured essay-type questions based on the optional topics.

Special papers

(for all the above subjects except General Paper and Further Mathematics)

Students who do well in their promotional examinations will be eligible to offer papers at 'S' level for the subjects they have excelled in. Further information will be provided to these students at the end of JC1.

Art (9294)

Students offering Art will be required to do Papers 1 and 2. This revised syllabus consists of a coursework unit and a practical examination.

Paper 1: Coursework (60%)

Candidates must present for assessment, one unit of Coursework. It is based on an idea with the use of materials, processes and techniques of their own choice. Evidence of the working process and the development of ideas leading to the final product must be produced. Categories of work which may be attempted are:

Fine Art (2-D & 3-D)

Design (2-D & 3-D)

Textile/Fibre Arts

Electronic/Lens-Based Media

Paper 2: Drawing & Painting (3 hrs, 40%)

Candidates will respond to one of six themes, which will be given three weeks in advance of the examination. Students are required to submit preliminary/supporting

Paper 1: World Theatre (3 hrs, 30%)

Candidates answer 4 questions based on three texts:

American/ European Drama

Asian/ African Drama

Drama from Other Countries

Paper 2: Unseen and History of Theatre (3 hrs, 30%)

Part One: An unseen extract with 3 questions

Part Two: Two questions on a chosen period of Theatre History

Paper 3: Practical Paper (Assessment in June/July of Year 2, 40%)

Part One (16%): Candidates are required to present an Individual skill (approximately 10 minutes) chosen from the following: set, lights, sound, acting, costume, props, make-up, mask, puppetry, movement, directing or an original dramatic sequence. This must be supported by a research journal.

Part Two (24%): Candidates are required to work in small groups. Each group is to devise and present an original 20-30 minute piece of theatre.

All practical work is assessed by a visiting examiner from the Cambridge Board. The assessment consists of a performance and a post-performance discussion.

The course is delivered through practical studio work, lectures and informal tutorials. Students undergo rigorous practical training in all aspects of performance and technical theatre work. They are expected to widen their experience through informal attachments to theatre companies and theatre visits.

Computing (9349)

The 'A' level Computing syllabus consists of the following modules:

Module 1 - Computer Systems Fundamentals

Module 2 - Problem Solving Methodology

Module 3 - Computer Programming

Module 4 - Data Structures and Abstract Data Types

Module 5 - Algorithm Design and Implementation

applications of basic concepts and skills, through one or more applications or scenarios described in the question paper. Questions are structured and involve problem solving.

Paper 3 (Coursework, 30 hours, 27%)

The paper comprises 3 to 4 assignments of different complexity (computer programming solutions and/or algorithms and test strategies to problem situations, use of object-oriented programming language, working knowledge of software application packages) to be conducted during curriculum time. Each assignment consists of one or more tasks to be completed within an allocated time frame. Students will be guided by assigned supervisors.

Chinese 'AO' (8201/3)

This paper includes written and oral examinations. The written examination comprises 7 sections.

Written Paper (3 hrs)

Section A: Composition (35%)

Section B: Fill in the blanks (5%)

Section C: Selection of Phrases (7.5%)

Section D: Test on the meaning of phrases (7.5%)

Section E: Cloze passage (10%)

Section F: Comprehension (10%)

Section G: Precis (10%)

The Oral (10%) and Listening Comprehension (5%) are done separately. They constitute 15% of the total marks.

Higher Chinese (/9121)

Students offering Higher Chinese need to have a good foundation of the Chinese Language. There will be two papers of equal weight.

Paper 2: Literature (3 hrs)

Section A: Poems of the Tang and Song Dynasties

Section B: Classical Novels

Section C: Modern Short Stories

Section D: Modern Plays

(Students are to answer 1 question from each section and 1 more question from any section.)

Chinese 'A' (9242)

Students from the Express Stream may offer Chinese 'A' which comprises Papers 1 and 2. The two papers carry equal weightage of marks.

Paper 1: Language (3 hrs)

Written Paper (85%) consisting of:

Section A: Composition (35%)

Section B: Test on the meaning of phrases (5%)

Section C: Sentence Construction (10%)

Section D: Cloze Passage (10%)

Section E: Comprehension (15%)

Section F: Precis (10%)

Oral and Listening comprehension (15%)

Paper 2: Literature (3 hrs)

This paper covers a selection of classical poems, essays, modern short stories and one-act plays. There are 4 sections:

Section A: Fill in the blanks (8%)

Section B: Translation (from classical language to modern language) (12%)

Section C: Brief Questions and Answers (20%)

Section D: Questions and Answers (60%)

General Studies in Chinese (8131)

French 'A' (9118)

Students offering French at 'A' level (9118) will be part of the Language Elective Programme. They will have to sit for 5 compulsory papers.

Component 1: Oral (20 mins, 20%)

The candidate will present a speech (3 minutes) on a topic related to France or French-speaking countries. The examiner will then discuss the candidate's topic at greater length (7-8 mins). The last section will move towards a more general conversation (8-9 mins).

Component 2: Reading Comprehension (1 hr 45 mins, 20%)

Two passages on similar or related themes, tested by a variety of questions. Answers need to be in French.

Component 3: Essay (15%)

One essay is to be written in French, between 250 and 400 words, from a choice of 6 titles. The 6 themes will have been covered in class.

Component 5: Listening Comprehension (1 hr 15 mins, 20%)

Questions and answers in French on 2 or 3 factual items and 2 longer passages heard on a tape.

Component 7: Coursework (25%)

2 or 3 pieces of writing in French will have to be submitted during the second year. There is a choice of 2 short pieces (500 words) and 1 long piece (1000) or 2 long pieces (1000 words). In total, there should be 2000 words. These pieces will be based on themes related to French-speaking countries.

French 'AO' (8112)

Students offering French at 'AO' level (8122) will have to sit for 3 compulsory papers at the end of JC1:

testing for fluency and grammar. (10 gaps)

Paper 3: Listening Comprehension (30 mins, 20%)

2 or 3 short items and questions.

1 extended piece

Malay (8102)

Paper 1 Part 1 (1½ hrs, 35%)

This written paper requires the students to produce one essay on general affairs.

Paper 1 Part 2 (1½ hrs, 55%)

This written paper includes the following components:

Comprehension, Precis Writing, Grammar

Oral Examination (10%)

Students are also required to take an oral exam where 10% of the total mark obtained is to be included in the final mark of the written examination.

Tamil (8103)

Paper 1 (1½ hrs, 50%)

This written paper requires the students to produce one essay on general affairs.

Paper 2 (1½ hrs, 50%)

This written paper includes the following components:

Comprehension, Precis Writing, Language

Students are also required to take an oral exam where a pass or fail grade will be awarded.

ARTS

Through its Arts faculty, VJC offers the Humanities program. We also have a dedicated team of Humanities tutors. The college is also the only junior college in Singapore to offer Theatre Studies and Drama (TSD) and the Language Elective Programme (LEP) for French. In TSD, students learn the theoretical and, through direct participation in performances, the practical aspects of the theatre. Under LEP, students study French as one of their 'A' level subjects, they will visit France on an immersion study tour. Overall, the aim of the Arts faculty is to produce well-rounded students with independent and critical minds, enriched by an extensive knowledge in a wide variety of subjects.

Subject	EN	EC	*HI (P1+P3)	GE	MA	TSD	AR
A1Ha	A	A	A		A		
A1Hb	A	A	A			A	
A1Hc	A	A	A				A
A2Ga	A	A		A	A		
A2Gb	A	A		A		A	
A2Gc	A	A		A			A
A3	A	A			A	A	
A4	A	A			A		A

Things to consider: General Paper and Mother Tongue Language (except for those who are exempted) are compulsory GCE 'AO' Level subjects that must be taken with any other subject combination.

SCIENCE

The Science faculty has developed a reputation for its excellent performance for Science and Mathematics in the G.C.E. 'A' examinations. Through its rigorous

Students who are outstanding in their studies are strongly encouraged to pit against their peers in national and international competitions such as both International and Singapore Biology / Chemistry / Physics / Mathematics / Informatics Olympiads. Trainings are provided for these students to prepare them well for the competitions. In addition, the faculty also offers special papers for all Science and Mathematics subjects.

Subject	MA	FM	PH	CH	BI	EC	CP	EN	GE	*HI	AR
S1*	A		A	A	A						
S1E*	A			A	A	A					
S2	A	A	A			A					
S3	A	A	A	A							
S3C	A	A	A				A				
S4	A		A	A		A					
S4A	A		A	A							A
S4C	A		A	A			A				
S6C	A		A			A	A				
S6G	A		A			A			A		
S6H	A		A			A				A	
S6L	A		A			A		A			

* Students should preferably have studied Biology at O-level.

Note:

All S1 combinations include MA, BI, CH. S1E takes EC.

All S4 combinations include MA, PH, CH. The postfixes A and C denote AR and CP respectively.

Project Work

Candidates are required to offer this paper, which will train students in the four domains of Knowledge Application, Communication, Collaboration and Independent Learning. It will constitute 10% of the set of admission criteria to the local universities. Students will carry out a project as a member of an assigned group, based on one of the two Project Tasks set every year. The project is to be completed over a period of at least 25 hours of curriculum time and is to be entirely the work of the candidates under the guidance of the Supervising Tutor. Guidance is necessary in helping candidates select a project suitable in scope and demand and appropriate to their abilities. The application of knowledge across different subject areas is expected.

Candidates are required to complete three compulsory papers covering the assessment of three of the four domains.

Paper 1: Written Report – Knowledge Application (Product) (18.75 %)

Each group will produce a Written Report of 2000 to 2500 words on the project.

Paper 2: Oral Presentation – Communication (37.5%)

Each group will give an Oral Presentation on the project and answer questions posed by the assessors.

Paper 3: Process - Collaboration (18.75%)

- *Knowledge Application (Process) (25%)*

Candidates will collaborate as a team to complete the project. Each group will submit a Group Project File documenting the following processes that the individual candidate and the group go through in completing the project; contribution to content, selection of information sources; processing of information and evaluation of work towards improvement.

Mathematics Enrichment Programme
Science Enrichment Programme
Science Research Programme (NUS)
Science and Mathematics Olympiads
French Immersion Programme
Taiwan Immersion Programme
Hospital Attachment Programme
Science Focus
Technology and Engineering Programme
Humanities and Social Science Research Programme
Scholarships Programme
HP Email Mentoring Scheme
NUS Education Programme for Gifted Youths (NUS-EPGY)
[FastTrack@VJC](#) - Teaching and Learning with Broadband Programme

Sports – School Teams

Air Rifle	Hockey	Squash	Track and Field
Badminton	Judo	Swimming	Volleyball
Basketball	Netball	Touch Rugby	Wushu
Bowling	Sailing	Table-tennis	
Cricket	Soccer	Taekwondo	
Cross-country	Softball	Tennis	

Clubs & Societies

Animal Welfare Society	Defence Science Club	Malay Cultural Society
Art & Craft Club	Drama Club	Mathematics Society
Astronomy Club	Entrepreneurs' Society	Outdoor Activities Club
AVA / PA Club	First Aid Club	PA Crew
Badminton Club	French Club	Photography Society
Bridge Club	GP Society	Robotics Club
Career Development Council	Geography Society / Green Mission	Science Council
Chess Club	Global Affairs Society	- Biology Society
Chinese Society:	Health and Fitness Club	- Chemistry Society
College Magazine	Horticultural Society	- Physics Society
Comm Involvement Committee	Indian Cultural Society	Students' Council
Computer Club	Interact Club	Table Tennis Club
CT Council	IComp	Trim and Fit (TAF) Club
Dance Club	IT Council	VJC Archive
Debating and Oratorical Society	Japanese Club	VicLink
	Library Council	Writers' Circle
	Lion Dance Troupe	

Musical Groups

Chinese Orchestra	Harmonica Band	Symphonic Band
Choir	Piano Ensemble	
Guitar Ensemble	String Ensemble	

- Subject Prize Awards – JC1 and JC2
- Colours Awards
- David Marshall Trophy for Top French Student
- VAC Awards for Academic Excellence
- OVA Gold Medals for Academic Excellence
- Students' Council President (Special Service Award)
- Special Achievement Awards
- OVA Gold Medals for Outstanding Students
- Wong Hung Khim Trophy - Student of the Year Award

Scholarships

VJC Scholarships

The Victoria Junior College Scholarship was launched in 1995 to mark a new milestone in VJC's second decade of development. It was introduced to commemorate ten years of VJC's existence, progress and achievements. Up to twenty scholarships are awarded annually to JC1 students who have excelled academically and in extra-curricular activities.

Scholarships offered in VJC

1. *MOE Scholarship*

Offered by the MOE for outstanding students in the GCE 'O' Level examinations with good CCA records. It is for 2 years and worth \$750 per annum with remission of school fees.

2. *Humanities Scholarship*

Offered by the MOE for outstanding students in the school Preliminary/GCE 'O' Level examinations to offer the Humanities subjects at A' Level in the top 5 JCs. It is for 2 years and worth \$1,000 per annum with remission of school fees.

good CCA records. It is for 2 years and worth \$1,000 per annum.

5. *GIC Scholarship*

Offered by the Government Investment Corporation of Singapore for outstanding VJC students in the GCE 'O' Level examinations with good CCA records and who are financially needy. It is for 2 years and worth \$1,500 per annum.

6. *PSA Scholarship*

Offered by the PSA to outstanding VJC students in the GCE 'O' Level examinations with good CCA records. It is for 2 years and worth \$1,000 per annum.

7. EDB Scholarship

8. DSTA ??

The Scholarship Programme in VJC

The programme identifies potential PSC (Public Service Commission) scholars in JC 1 based on their academic results, CCA performances and teacher recommendations. Interview workshops, scholarship talks, career talks and higher education talks are conducted for them. These talks are also open to all other students.

General Rules

1. Students are to maintain silence at all times when in the library. The library staff and student librarians have the authority to send out students who flout this rule.
2. Eating and drinking in the library are strictly prohibited.
3. Used books and periodicals should be returned to their respective shelves. Books must not be left on the table after use.
4. Mutilation of library materials is a serious offence, which will be dealt with accordingly.
5. The librarian on duty at the checkpoint is authorised to check all books and files that are being taken out of the library. Students are expected to show their books and files to the librarian at the checkpoint. Bags are not to be taken into the library.
6. Reservation of seats is not allowed. Other students have the right to make use of unoccupied seats.
7. Students not in full college uniform are not allowed to enter the library. The wearing of T-shirts is also prohibited.
8. Electronic games, walkmans and mini-stereos must not be brought into the library.

Collection

A) REDSPOT:

Redspot consists of popular and highly recommended books, resource files, examination papers and files on newspaper cuttings. They have red labels on their spines. Owing to the popularity of these books, they are loaned out on a two hour basis.

B) REFERENCE:

Reference books with the yellow label on the spine include encyclopaedias, year books, dictionaries and duplicates of popular Redspot books. These books are placed on the open shelves for students' easy reference. These books can be loaned out for photocopying for one hour only. Students are required to leave their bus passes at the counter.

reading. Periodicals are not for loan. However, bound periodicals as well as current ones are available for photocopying.

E) SPECIAL COLLECTION:

Besides books and periodicals, the library also maintains the following materials:

1) *General Paper Files:*

The General Paper files in the library consist of collections of newspaper cuttings and magazines on various topics.

2) *Examination papers from other colleges:*

Preliminary examination papers of other colleges have been collected and bound to provide easy access for students.

3) *Books on Singapore:*

The library has a collection of books mainly about Singapore. They are classified under reference and open shelf sections. Singapore Government Publications such as annual reports and newsletters of government, Pre-U Seminar proceedings and collections of speeches by Ministers are also available.

Media Resource Room

The Media Resource Room is located within the library and contains a fine collection of non-print materials - video tapes, audio tapes, slides, audio CDs and CD-roms. These are available for loan and may be used by the students to enrich their learning experiences.

Borrowing & Returning Procedures

Students may use their ICs or Student Passes to borrow library materials. These cards are not transferable.

Day(s)	Reservation Time	Collection Time
Mon, Tues, Thurs, Fri	After 12.00 noon	After 5.00pm
Wed	After 12.00 noon	After 5.00pm
Sat	After 10.00am	After 12.00 noon

B) REFERENCE BOOKS, GP FILES (RING FILES), BOUND PERIODICALS, EXAMINATION PAPERS

1. These are not for loan. Students, however, are allowed to take these books out of the library for photocopying. The loan period is for 1-hour only.
2. Students have to fill up two copies of the photocopying slips available at the loan counter.

C) OPEN SHELF BOOKS

1. Students are allowed to borrow four books with their library card for a period of two weeks only.
2. Renewal of books for another two weeks is available if the books are not overdue yet.
3. Please check for missing or torn pages and report them to the library officer before borrowing.

Overdue Books

Fines will be imposed by the VJC Library when books are overdue.

A) Redspot and books on photocopying loan:

\$0.20 for each hour overdue

B) Open Shelf Books:

\$0.10 for each day overdue

(additional) of \$5.00 will be charged.

4. If there are any other overdue charges, these have to be paid as well.

Checkpoint

Students will be dealt with severely if they are caught taking books out without going through the borrowing procedure.

Last Notes

The overall ambience and effectiveness of the library as an information centre depends on your cooperation. Please help us to realise this objective.

The East Zone Science & Technology Centre @ VJC seeks to promote research work in life sciences and other branches of science for schools in the East. The Centre was officially opened on College Day, 13 July 2002 by His Excellency President R Nathan.

This centre consists of a technology laboratory for robotics, two science research laboratories endowed with a Clean Room and a High-end Equipment Room, and an Exhibition Room for showcasing projects by students. To facilitate life science studies, the Centre is equipped with a DNA Sequencer for genetic analysis (a capillary electrophoresis machine for separation and analysis of ions, proteins and DNA), thermal cyclers for gene amplifying purposes, a Biohazard hood and Laminar Flow Chambers.

Programmes in the Centre include talks by local and visiting professors from abroad, workshops for students and teachers, enrichment camps, and industrial attachments.

Students thus have easy access to compiled information on university and scholarship application and career guidance.

The room is open from 2.30 pm – 4.30 pm, Wednesday to Friday.

Arts Resource Room

The Arts Resource Room is fully equipped with all the paraphernalia needed to make teaching and learning more interesting. The collection of materials – books and software – is continually being built up and utilised by teachers for the promotion of their respective subjects. It also contains a collection of widely researched articles by students.

Art and Craft Room

The Art and Crafts Room is made up of three studios namely, 2 Dimensional Art, 3 Dimensional Art, and Design-cum-Office. Together, they provide our art students and Art and Craft Club members a wide variety of aesthetic experiences, from conventional drawing, painting and sculpting to computer aided graphics and animation.

Computer Centre

The computer centre houses 9 IT laboratories with over 200 computers with broadband connection to the Internet. Notebooks are also available for loan to students. In addition, all key teaching and learning areas are well equipped with network points to support a pervasive IT culture. Provision for wireless LAN in common access areas will be completed by the end of 2001. Staff and students can freely access academic and co-curricular resources on the college Intranet network and both the college Internet and the college Internet website.

There is also a wide range of hardware (laser and inkjet printers, scanners, digital cameras, visualisers, removable storage devices) and software (productivity, application, multimedia) facilities available for project work and enrichment activities. An on-site technology assistant and a Help Desk are also available to provide technical and usage support.

Language Room

The College's new Language Room is equipped with the latest audio-visual equipment: TV, VCR and VCD players and an LCD Projector for the screening of documentaries and films. There is also provision for LAN access. The Language Room also houses a collection of language resources such as video tapes, discs, books and magazines for the teaching of General Paper and Literature.

Chinese Resource Room

The Chinese Resource Room is equipped with TV, VCR, radio, computer, visualiser and an LCD projector to make teaching and learning more interesting. Chinese historical artefacts and paintings are on display to showcase Chinese history and customs for students to immerse in an environment conducive to the appreciation of Chinese culture.

Drama Studio

Theatre Studies and Drama classes are conducted in the Drama Studio Complex, the only purpose-built facility for the teaching of drama in any Junior College in Singapore.

The Complex includes teaching areas for all aspects of the course: a large air-conditioned Acting Studio, with track lighting and mirrors for learning acting and directing; a fully equipped work area with power tools for building sets and props, a small room for storing costumes and an air-conditioned office/library where students can plan their projects and have access to over 400 books, video tapes and compact discs relating to all aspects of the theatre. In keeping with the College's tradition of allowing students access to facilities, the Drama Complex is available to students whenever necessary.

Humanities Room

The Humanities students have access to their own fully air-conditioned classroom adjacent to the Drama Complex. This classroom is equipped with video and audio facilities, plus seating appropriate for interactive small group work.

The College also has 3 fully air-conditioned Reading Rooms meant for students' self-study. Equipped with individual cubicles, the Reading Rooms provide the much-needed space for students to do their own work. The rooms are especially useful when examinations draw near. Students are requested to maintain a respectable silence in the rooms at all times. Bookings must be made at the Student Service Centre for the use of the Reading Rooms after 6 p.m. This is to facilitate the implementation of security measures within the college.

Performance Theatre

This brand new 800-seater theatre-cum-concert hall is the only auditorium in Singapore that combines the requirements for drama and concert modes. It acts as an exciting focal point of the College and an attractive meeting place for lectures, talks, seminars, parents' sessions, concerts, plays and important events such as College Day. The building also houses the VJC Archive and boasts of a roof garden.

VJC Archive (Victoria View)

The VJC Archive represents the first concerted effort to preserve the fine tradition and history of Victoria Junior College since its inception in 1984. The VJC Archive showcases artefacts, photographs and newspaper clippings pertaining to the history and achievements of VJC. It is well equipped with the latest multi-media system and audio-visual effects, thereby making its history come alive.

The College Sports Complex includes:

- a standard size soccer field
- an eight-lane synthetic surface running track with spectator seating gallery
- 2 tennis courts with floodlights
- 3 multi-purpose outdoor courts (all of which are floodlit) for basketball, netball and volleyball.
-

Indoor Facilities:

- a multi-purpose hall incorporating 6 badminton courts, 1 volleyball court and 1 netball court
- 2 squash courts (one of which is a competition glass court with spectator seating gallery)
- a health and fitness gym with a ten-station UNIVERSAL® fitness machines, 5 UNIVERSAL® single-station machines, 3 ATLANTA® single-station machines, 1 CYBEX® smith Machine, 1 CYBEX® modular tandem system-assistant chin/dip, cable crossover, 2 PARAMOUNT® supine and inclined benches, 1 PARAMOUNT® seated calf raise unit, 1 PARAMOUNT® Roman bench, 1 PARAMOUNT® Multi-Purpose Bench, work-out benches and free weights; and, recently we acquired 5 single-station flex machines.
- an underground air-rifle range and armoury, upgraded 0.177 range.
- 15 Keiser stationery bikes
- 2 rowing machines (Concept 2)
- 2 Elliptical Machines Trainer

Sailing:

- 20 LASER sailing dinghies
- 1 LASER 16 training boat
- 3 LASER II dinghies

Rescue and Safety:

- "Victory", a 4-metre AVON semi-rigid hull inflatable boat with 40hp engine.

We believe in:

Striving continuously for excellence

Encouraging innovation

Fostering a pro-learning culture

Providing leadership and character development opportunities

Developing external partnerships to enhance the quality of our programmes

Contributing actively to local communities

Instilling the Victorian spirit and pride

Key Strategic Areas

- Performance Excellence
- Programme Diversity
- College Image
- Leadership and Inter-Personal Competencies
- Global-Mindedness
- Strategic Alliance

Step 1: Planning the Work

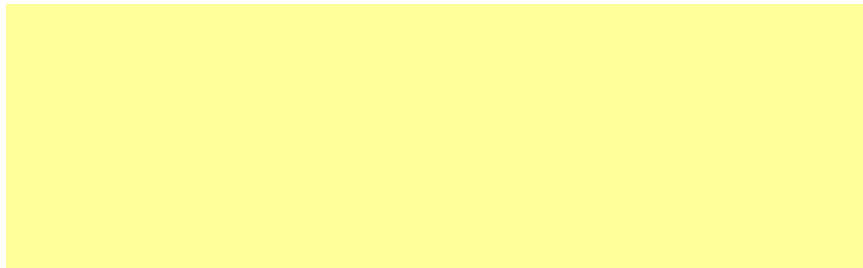


RECORD: Before you start to do the things you need to do, you need to know what these things are. So write it down in your diary.



PRIORITISE: Distinguish between *URGENT* (calling for immediate action or attention) and *IMPORTANT* (necessary, of great value/significance)

	URGENT	NOT URGENT
IMPORTANT	I) Important, Urgent eg. exam tomorrow	II) Important, Not Urgent eg. Essay due in a fortnight
NOT IMPORTANT	III) Not Important, Urgent eg. Interruptions	IV) Not Important, Not Urgent eg. too much TV



↓

Avoid Procrastination:

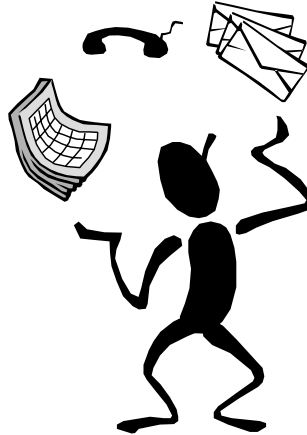
- Just start! Once you get going, it's much easier to continue
- Reward yourself with a treat (eg. healthy snack, TV programme) for completing a task
- Work with others. Encourage them and let them encourage you.



Step 3: Check and Review

Check if you have missed anything:

- Check off all unfinished tasks
- Transfer unfinished tasks to a future date.



Tip for long-term planning:

Big projects, exams and essays can seem threatening; they're large, difficult and take a lot of work. Make it easier on yourself by breaking them up into smaller, easier steps.

GOALS are simply tools that help you do the things you want.

GOALS focus your efforts. They take the dreams from your mind and plant them firmly on the ground.

Make your dreams come true. Set a GOAL.

A S.M.A.R.T. way to set goals:

Specific	Specific goals state exactly what you are aiming at. They are not vague or confusing. Eg. My goal is to score an A in GP.
Measurable	Measurable goals state what you want and when you want it. Eg. My goal is to score an A in the next GP common test.
Action-Oriented	Action-oriented goals spell out exactly HOW you will achieve the goal. Eg. To get an A for GP, I will complete either an essay or a comprehension passage on my own each week.
Realistic	Realistic goals are possible. They may be hard, but they are not wild dreams. Eg. If you got an A for English at 'O' levels, this goal is realistic.
Timely	Timely goals give you enough