
FEBRUARY 2015

COUNSELLING NEWSLETTER



VOL # 5

WHAT STUDENT COUNSELLORS DO?

Counsellors help students to explore their feelings and emotions that are often related to experiences. This allows students to reflect on what is happening and consider alternative ways of doing things. They offer students the time and empathy that they need to express their feelings and perhaps understand them from a different perspective. They enable students to cope with challenges and to make positive changes in their life where necessary. They help the students to make their own choices. Counsellors help students by monitoring their grades, work to lessen behavioral incidents and provide support wherever appropriate.

The school counsellor consults with students, parents, teachers and other school and community personnel to assist in meeting the needs of students. Plans career counselling sessions and facilitates student's participation in different activities.

Myths:

- Counselling is only for students with serious mental problems.
- The Counsellor will analyze me.
- Counselling takes a long time.

The Counselling Newsletter can now be read on the School website in the magazine section.

PARISA NOMAN KHAN ----- STUDENT COUNSELLOR

MANAGING TEST ANXIETY

We experience anxiety when we lose control over a situation, or when we are in a stressful situation. For some of the students the anxiety triggers while taking a test. The anxious feeling can start before the test or while attempting the paper. It can range from sweaty palms, forgetfulness, stomach pains, headaches etc. Slight amount of anxiety results in improved test performance. But when it increases it affects adversely on test performance. Reduce your anxiety when it interferes with your performance in three steps:

1. **Mentally preparing for test helps in dealing with the test;** be thoroughly prepared, gain confidence in knowing the course material. Be test wise and have a plan for taking the test. Initial stress or tension is normal, but relax once you get the paper in your hand. Take deep breaths and it will surely do wonders in calming you. Pace yourself in answering the number of questions you are required to do. Do not spend most of your time on questions that have less weightage.
2. **Physical preparation helps in reducing anxiety.** Start preparing for the tests or exams right from the beginning and develop good study skills or habits. Rest is important for any part of the study program. Sleep early so that you can be attentive in class. People tend to face more anxiety and frustration when they are tired. Pick the time of the day when you are fresh and have high energy level for preparing for tests.
3. **Practice for exams.** When you do something that is familiar it tends to lower anxiety. Take practice tests at home, it provides the opportunity to prepare and become familiar with the topics and the way you have to answer them.

Practice, practice and practice; the more you practice, the more you have command on your subject, the more confident you will be, and will improve in topics or areas that you are weak in. Engage in **positive self-talk**, irrational negative thinking diminishes the confidence. Instead of saying, "I can't pass no matter what I do" or "I can't learn" adopt realistic attitude: "I have prepared for the exam, and I can do better by putting in all my effort" or "I am working hard and will get good numbers". Work hard and think realistically. Do not wait till the last moment to prepare for your test.

STUDY SKILLS CHECKLIST

This checklist helps you to find out about your own study habits and attitudes. Read each statement and consider how it applies to you. If it does apply to you, check **Yes**. If it does not apply to you, check **No**.

- | Yes | No | <i>How I manage time</i> |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | I spend too much time studying for what I am learning. |
| <input type="checkbox"/> | <input type="checkbox"/> | I usually spend hours cramming the night before an exam. |
| <input type="checkbox"/> | <input type="checkbox"/> | I can't find a way to balance my study time and my social life. |
| | | How I concentrate |
| <input type="checkbox"/> | <input type="checkbox"/> | I usually study with the radio and or TV turned on. |
| <input type="checkbox"/> | <input type="checkbox"/> | I can't sit and study for long periods of time without becoming tired or distracted. |
| <input type="checkbox"/> | <input type="checkbox"/> | I go to class, but I usually doodle, daydream, or fall asleep. |
| | | How I listen & take notes |
| <input type="checkbox"/> | <input type="checkbox"/> | My class notes are sometimes difficult to understand later. |
| <input type="checkbox"/> | <input type="checkbox"/> | I usually seem to get the wrong material into my class notes. |
| <input type="checkbox"/> | <input type="checkbox"/> | I don't look at my class notes after I've taken them. |
| | | How I read my textbook |
| <input type="checkbox"/> | <input type="checkbox"/> | When I get to the end of a chapter, I can't remember what I've just read. |
| <input type="checkbox"/> | <input type="checkbox"/> | I don't know how to pick out what is important in the text. |
| <input type="checkbox"/> | <input type="checkbox"/> | I can't keep up with my reading assignments; I try to scan them before a test. |
| | | How I understand what I read |
| <input type="checkbox"/> | <input type="checkbox"/> | I often get lost in the details of reading and have trouble identifying the main ideas. |
| <input type="checkbox"/> | <input type="checkbox"/> | I don't usually change my reading speed when the text is difficult or unfamiliar. |
| <input type="checkbox"/> | <input type="checkbox"/> | I often wish that I could read faster. |
| | | How I write essays and papers |
| <input type="checkbox"/> | <input type="checkbox"/> | When teachers assign essays or papers, I can't seem to get started. |
| <input type="checkbox"/> | <input type="checkbox"/> | I usually write my essays and papers the day before they are due. |
| <input type="checkbox"/> | <input type="checkbox"/> | I can't seem to organize my thoughts into an essay or report that makes sense. |

How I do exams

- I often lose points on essay exams even when I know the material well.
- I study enough for my exam, but when I get to class my mind goes blank.
- I don't usually study in an organized way and I often worry about the next exam.

Scoring two or more "yes" answers in a category shows where you need the most help.

BULLYING

Bullying happens when someone hurts or scares another person on purpose. The person being bullied has a hard time defending himself or herself. Usually, bullying happens over and over. Sometimes bullying is easy to notice, such as with hitting or name calling, and other times it's hard to see, like with leaving a person out or saying mean things behind someone's back.

Nobody should be mean to others. Stop and think before you say or do something that could hurt someone. If you feel like being mean to someone, find something else to do. Play a game, watch TV, or talk to a friend. Talk to an adult you trust. They can help you find ways to be nicer to others. Keep in mind that everyone is different. Not better or worse. If you think you have bullied someone in the past, apologize. Everyone feels better.

WHAT YOU CAN DO ABOUT IT? Look at the kid bullying you and tell him or her to stop in a calm, clear voice. You can also try to laugh it off. This works best if joking is easy for you. It could catch the kid bullying you off guard.

If speaking up seems too hard or not safe, walk away and stay away. Don't fight back. Find an adult to stop the bullying on the spot.

(Source: web material).