



उदय नारायण खवाड़े

अपर आयुक्त (शैक्षिक)

*U. N. Khaware*

Addl. Commissioner (Acad.)

## केन्द्रीय विद्यालय संगठन KENDRIYA VIDYALAYA SANGATHAN

18, संस्थागत क्षेत्र / 18, Institutional Area,  
शहीद जीत सिंह मार्ग / Shaheed Jeet Singh Marg,  
नई दिल्ली-110016 / New Delhi-110016  
दूरभाष / Tel. : 011-26533749  
फैक्स / Fax : 011-26964366  
ई-मेल / E-mail : addlcomm.acad@kvsedu.org  
kvs.addlcacad@gmail.com  
वेबसाइट / Website : www.kvsangathan.nic.in

January, 2018

Dear Students,

The session ending and Board Examinations are on the horizon for many of you. Exams are an opportunity to show off what you know as well as how organized you are in recalling and presenting your thoughts. They also test your state of mind. Your mantra for exam preparation should be "keep calm and carry on".

I want to wish you all "THE BEST OF LUCK" for the forthcoming Session ending and Board Examination. Needless to say that this is the most stressful time of the year for students: the fear of failure for low achievers and apprehensions about getting the top rank for high achievers. A little bit of stress can be a good thing as it motivates us to put extra effort we need to achieve our goal. But exams can make stress levels get out of hand which may thwart our best performance. So one has to intelligently address it:-

I am sure that you have been studying very hard and will perform well. There are countless tips and techniques that will help you perform well in your exams. I would like to share some tips for increasing the frequency of revision:

1. It's natural to feel some exam stress **but don't panic**. Remain positive and cheerful always.
2. **Eat Healthy**. Eat fresh fruits and vegetables, do not skip breakfast and stay away from junk food
3. **Regular moderate exercise** will boost your energy and will help you sleep better.
4. **Attend classes regularly**: Be an active learner. Attend sessions regularly and participate actively. The interaction will help you to remember more.
5. **Try to revise in an active way**. Do not just read notes mechanically but make a list of key points. In the beginning, spend some time practicing past exam papers and answering questions within the allotted time. Find out mistakes made by you and come out with correct solutions. Such practice will give you a good idea of the format of the exam, the type of questions you may get, and will empower you in presenting answers under the pressure of time.

6. **Increase your capacity to tackle higher difficulty level.** It will not only increase your speed but will also improve your handwriting and presentation of answers and make you more confident.
7. **Few days before examination onwards consolidate whatever you have read** rather than trying to learn any new material.
8. **Test your memory** by verifying your ability to recall what you are learning / learnt.
9. **Create mind maps** which can help you summarize vital information from lectures and textbooks.
10. **Class X students** attempting **pre-Board Exams** for the first time should be more careful and attentive and should have through practice.

I hope you will work hard over the next few weeks and give your best in the upcoming session ending/ Board exams.

Once again wishing you the very best for Exams!

*U.N. Khaware*  
8/1/18

(U.N.Khaware)

Additional Commissioner (Acad.)

Copy to:

1. **The Principals of all Kendriya Vidyalayas-** with the directions to circulate this message amongst all students. Though the letter is meant for Class X & XII students, content management and examination management issues are relevant for all classes especially from class VI onwards. Principal and teachers can give necessary guidance to all the students based on the content of the letter.
2. **The Deputy Commissioners of all the regional Offices of KVS.**

*U.N. Khaware*  
8/1/18