



TOP TIPS FOR INDEPENDENT STUDY



CONTENTS

Subject

Page Number

Top Tips for a Successful Time in Sixth Form	3
Creative Arts – Art, Craft, Design, Photography and Graphics	4
Biology	5
Business Studies	6
Chemistry	7
Computing	8
Criminology	9
English Language and Literature	10
Food, Science and Nutrition	11
Geography	12
Health and Social Care	13
History	14
Maths	15
Maths (Core)	16
Music	17
Performing Arts	18
Physics	19
Psychology	20
Science (BTEC)	21
Sport and Fitness (BTEC)	22



TOP TIPS FOR A SUCCESSFUL TIME IN SIXTH FORM

BE ORGANISED

You will now have more tasks and longer deadlines. Being able to be organised is critical. Use a diary with due dates and a system for categorising priority goals.

STUDY PERIODS - USE THEM WISELY

Think carefully about the best working environment for you. Can you work in the Sixth Form Study Cafe? Discover 'do not disturb' mode on your mobile phone.

CONSOLIDATE WORK FROM THE OFF

Wider reading and consolidation of subject material make a huge difference in the Sixth Form. Completing only set homework tasks might be ticking the box, but it is the ongoing consolidation and revision, that will truly pay off in the long run.

THINKING ABOUT THE FUTURE

Start thinking about the future as soon as possible. For competitive courses such as medicine, it can really pay off to build a repertoire of work experience during Year 12. Are there academic clubs and societies you can join to expand the breath of your education?

BUILD A GOOD RELATIONSHIP WITH THE SIXTH FORM TEAM

Communicating with staff is absolutely essential. Pastoral and academic staff love to help students and it is those students who are most pro-active in seeking advice and help who make the most progress.

THINK VERY CAREFULLY ABOUT OUTSIDE COLLEGE COMMITMENTS

Coombeshead Sixth Form College offers a plethora of opportunities for extra-curricular activities. Chose carefully, commit strongly and enjoy them! Be mindful of outside college commitments which could potentially become overly onerous, such as part-time jobs.

SLEEP

Sleep underpins all that we do. Whilst it is true that teenagers can have a different circadian rhythm to adults, the basics still apply. Go to bed and get up at the same time each day. It is during sleep that your muscles grow, and this includes the brain!

ENJOY IT

The Sixth Form will go by incredibly quickly. In years to come you will look fondly back at this incredible point of your life, at the large number of close friends and the amazing opportunities you took up.

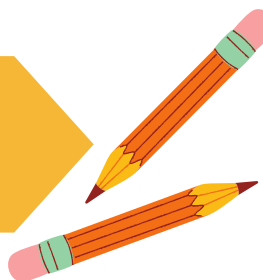
IN CREATIVE ARTS YOU SHOULD ...

AFTER EACH LESSON

- Read through the A Level course handbook (supplied by your teacher) to ensure you are aware of your place on the curriculum map.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY



- Review & complete any unfinished classwork/homework.
- Use studio space and specialist equipment to complete practical work.
- Print & present your work and annotate using the course handbook.

FORTNIGHTLY

- Use other sources of information – wider reading, websites, Youtube to learn more about specialist techniques and Art History.
- Practice specialist techniques demonstrated to you by your teacher.



TERMLY

- Review and complete any targets set to you by your teacher in your handbook.
- Identify any areas for development in your Assessment Objective progress tracker.
- Practice and experiment with these techniques to show improvements. Evidence in your sketchbook.



THROUGHOUT THE YEAR

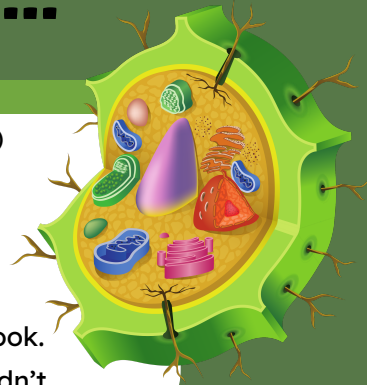
- Use a variety of resources to improve your understanding, knowledge and enthusiasm for the subject.
- Practice processes and techniques and learn new ones.
- Evidence all experimentation in your sketchbook and keep everything.



IN BIOLOGY YOU SHOULD ...

AFTER EACH LESSON

- Read through the A Level Biology textbook (OCR Biology A) for the lesson content covered.
- Download and print off the slides from TEAMS of the lesson notes.
- Read through the notes from TEAMS add additional information to your class notes using the ppt and the textbook.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY

- Complete the assignments set on Seneca.
- Complete any homework tasks set e.g., PAG questions/write up, and exam questions.
- Review & complete any unfinished classwork including notes.
- Complete the summary questions from the textbook on the relevant sections we have been studying.
- Revise the definitions from the book and quiz that week's key terms.



FORTNIGHTLY

- Use other sources of information to improve your background biology knowledge such as podcasts, biology ninja, amoeba sisters videos (you tube), save my exams etc.
- Complete a topic set of past paper questions from save my exams <https://www.savemyexams.com/a-level/biology/ocr/-/pages/past-papers/> and mark these, correcting where necessary using purple pen.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Review the end of topic questions and exam style questions at the end of the chapters in the textbook.
- Use the topic knowledge organisers to RAG your understanding of the content.



THROUGHOUT THE YEAR

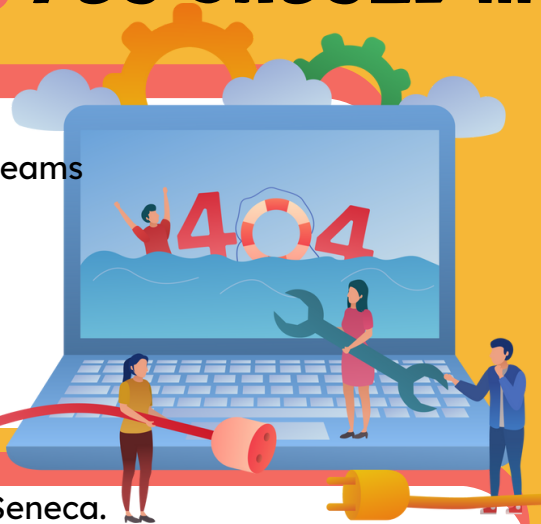
- Use revision websites (amoeba sisters, Seneca, biology ninja, etc) to improve your understanding.
- Regularly review the revision materials you have made from previous topics, ensure that you are testing yourself with flashcards and reproducing mind maps, talking through topics and ideas with peers, asking people to test you with your flashcard questions.
- Find past papers & mark schemes on the OCR website and complete them.
- Check the OCR Biology A specification for what you have learned so far (these are in your folders and were printed off at the start of the year).
- Keep your notes organised and folder up to date and dividers to separate topics.



IN BUSINESS STUDIES YOU SHOULD ...

AFTER EACH LESSON

- Go through the PPT content on Teams and reflect on the lesson.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY

- Complete the assignments set on Seneca.
- Review & complete any unfinished classwork/ homework.
- Engage with the weekly reading task.
- Revise the definitions from the book and quiz that week's key terms.
- Engage with Business news.

FORTNIGHTLY

- Use other sources of information to improve your background physics knowledge such as Tutor2U or TakingtheBiz.
- Complete a topic set of past paper questions from end of each PPT.



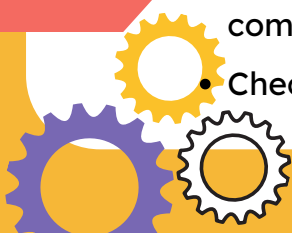
TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Review your formulas to help you to commit these to memory.



THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the Edexcel website and complete them.
- Check the Edexcel specification for what you have learned so far.



IN CHEMISTRY YOU SHOULD ...

AFTER EACH LESSON

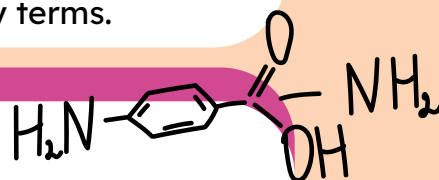
- Read through the A Level Chemistry textbook (OCR Chemistry A) for the lesson content covered.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY



- Complete the assignments set on Seneca.
- Review & complete any unfinished classwork/ homework.
- Revise the definitions from the book and quiz that week's key terms.



FORTNIGHTLY

- Use other sources of information to improve your background physics knowledge such as chemguide, minutephysics, podcasts etc.
- Complete a topic set of past paper questions from physicsandmathstutor and mark these, correcting where necessary.

TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Review the formula booklet and ensure you know what each symbol represents and each quantity's unit. Can you reproduce the booklet from memory?



THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the OCR website and complete them.
- Check the OCR Chemistry A specification for what you have learned so far.



IN COMPUTING YOU SHOULD ...

AFTER EACH LESSON

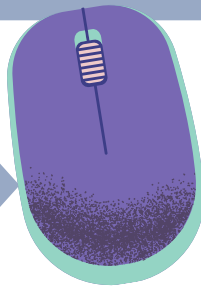
- Go through the PPT content on Teams and reflect on the lesson.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY

- Complete the assignments that have been set.
- Review & complete any unfinished classwork/ homework.
- Engage with programming challenges – sign up to a free service like Replit.
- Revise the definitions from the book and quiz that week's key terms.

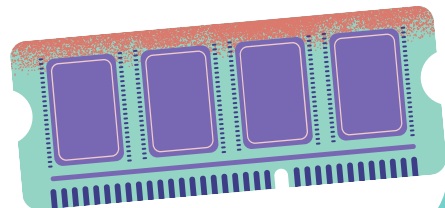
FORTNIGHTLY



- Use other sources of information to improve your knowledge such as Know It All Ninja.
- Complete a set of past paper questions and purple pen these using a mark scheme.

TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.



THROUGHOUT THE YEAR

- Stick to the deadlines of your assignments.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the Pearson website and complete them.
- Check the specification for what you have learned so far.



IN CRIMINOLOGY YOU SHOULD ...

AFTER EACH LESSON

- Read through the criminology textbook for the lesson content covered.
- Download and print off the slides from TEAMS of the lesson notes.
- Read through the notes from TEAMS add additional information to your class notes using the ppt and the textbook.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY



- Complete any homework tasks set.
- Review & complete any unfinished classwork including notes.
- Make sure you have detailed notes on every case study.
- Revise the definitions from the book and quiz that week's key terms.

FORTNIGHTLY

- Use the Knowledge Organisers to as a checklist to ensure your notes are detailed enough for each Assessment Criteria.
- Use other sources of information to improve your background criminology knowledge such as podcasts, TV documentaries etc.
- Complete the "literacy skills" questions from the textbook on the relevant sections we have been studying.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.



THROUGHOUT THE YEAR

- Regularly review the revision materials you have made from previous topics, ensure that you are testing yourself with flashcards and reproducing mind maps, talking through topics and ideas with peers, asking people to test you with your flashcard questions.
- Find past papers & mark schemes (https://www.wjec.co.uk/qualifications/criminology-level-3/#tab_pastpapers) and complete them in preparation for Unit 2 and 4 exams.
- Check the specification for what you have learned so far.
- Keep your notes organised and folder up to date and dividers to separate topics.
- Ensure you understand the command words used in the Criminology specification.



IN ENGLISH LANG/LIT YOU SHOULD ...

AFTER EACH LESSON

- Organise your notes/handouts/articles in your overall subject folder.
- Make a list of questions for your teacher of anything you didn't understand and email your teacher.



WEEKLY



- Review & complete any unfinished classwork/ homework.
- Revise the definitions of key terms from lessons that week.
- Complete reading as set by the teacher(s).

FORTNIGHTLY

- Use other sources of information to improve your background knowledge. Articles, books and podcasts are all useful sources.
- Set aside a time to catch-up after any absences. Copy notes and handouts from a fellow student and ensure you have addressed any gaps in your learning.

Challenging to find happiness in a situation that you don't like because we're comparing ourselves to other people rather than focusing on what's really going on and focusing on the positive.

TERMLY



- Create revision materials for each topic as we complete it - posters, flashcards, notes etc.
- Review the terminology for each unit.
- Organise a schedule for re-reading of texts - this is crucial.

THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Check the AQA specification for what you have learned so far.
- Re-read texts



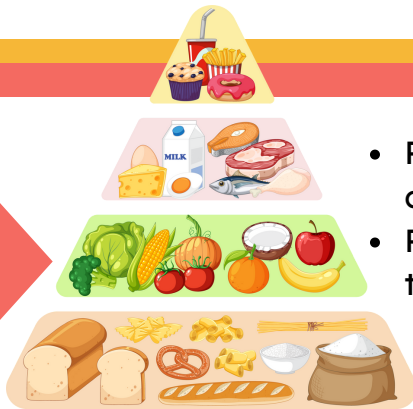
IN FOOD & NUTRITION YOU SHOULD ...

AFTER EACH LESSON

- Read through the lesson content covered using the blue booklet and PowerPoint slides.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY



- Review & complete any unfinished classwork/ homework.
- Revise the key terms and topics from that and the previous weeks lessons.

FORTNIGHTLY

- Organise your theory folder to make sure that all notes are up-to-date and to the required level.
- Look at past paper exam questions about recent topics. Honestly gage your own understanding in terms of how secure you are to help decide the areas you need to prioritise revision.



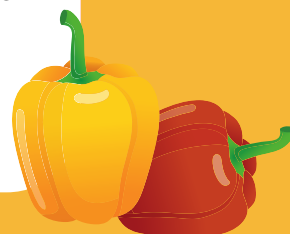
TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Use the PowerPoint materials from lessons to help with revision materials.

Calories	Fat	Saturates	Sugar	Salt
250	24g	3.5g	0,5	0.8g
12%	30%	18%	>1%	5%

THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the WJEC website and complete them.
- Check the specification to identify what you know well and what you need to improve. This will help to focus your revision.



IN GEOGRAPHY YOU SHOULD ...

AFTER EACH LESSON

- Read through your notes and the PowerPoint on Teams.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY

- Review & complete any unfinished classwork.
- Complete the specific homework set by each teacher.



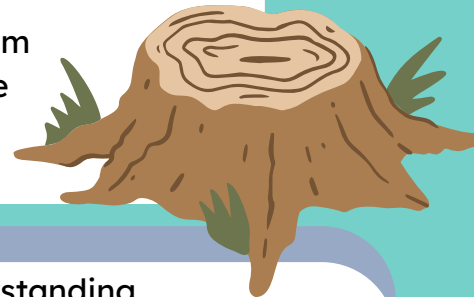
FORTNIGHTLY

- Use other sources of information to improve your background Geography knowledge such as BBC news, podcasts etc.
- Complete a blended learning sub-topic for each of your current units – link is on teams.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Select a couple of previously answered exam questions and re-write the answer using the improvements your teacher has suggested.



THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the Eduqas website and complete them.
- Check the Eduqas A-Level Geography specification for what you have learned so far. There is a copy on Teams.



IN HEALTH & SOCIAL CARE

YOU SHOULD ...

AFTER EACH LESSON

- Go through lessons on teams, making clear notes and ensuring all class tasks are completed.
- Make a list of questions for your teacher of anything you didn't understand.

WEEKLY

- Complete any assignments set.
- Review & complete any unfinished classwork/homework.
- Revise key terms/legislation/procedures/Codes of practice.

FORTNIGHTLY

- Find topical news stories that relate to subject to ensure understanding of how sector is affected by political landscape.
- Use past papers and mark schemes on Teams to revise for current topics. Research relevant topics to aid with coursework writing.

TERMLY

- Create revision materials for each topic as we complete it - posters, flashcards, notes etc.
- Work independently on coursework to ensure you meet deadlines.

THROUGHOUT THE YEAR

- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on Teams and complete them.
- Keep track of coursework completed and grades achieved.

IN HISTORY YOU SHOULD ...

AFTER EACH LESSON

- Discuss the lesson with your peers.
- Contact your tutor with any questions you have relating to the lesson.
- Write a short summary of your lesson as an aide memoire.



WEEKLY



- Complete all assignments set.
- Review & complete any unfinished classwork/ homework.
- Do any recommended wider reading for the course.

FORTNIGHTLY

- Broaden wider knowledge of the topics by means of podcasts, documentaries, and online recorded materials.
- Ensure folders are organized and up-to-date – thematic is an excellent approach.



TERMLY

- Create revision materials for each section as it is completed – summaries, flashcards, mind-maps are all good methods.
- Build a document making links between your History learning – higher level answers demonstrate the ability to make links across time and topic.



THROUGHOUT THE YEAR

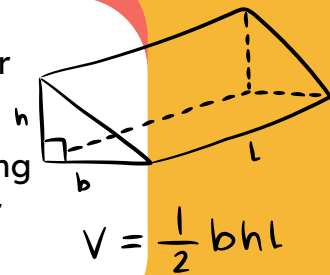
- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Complete past-paper questions – ask your tutor for materials!
- Any concerns – ask your History tutor!



IN MATHS YOU SHOULD ...

AFTER EACH LESSON

- Read through the A Level Maths textbook and your notes for the lesson.
- Make a list of questions for your teacher of anything you didn't understand and either find your teacher to ask for help or email them with your questions.



WEEKLY



- Complete the assignments set on DrFrost.
- Review & complete any unfinished classwork/homework.

FORTNIGHTLY

- Use other sources of information to improve your understanding. TLmaths is a great website with useful videos to watch and to support your work.
- Complete a topic set of past paper questions from mathsgenie and mark these, correcting where necessary; there are also videos of worked solutions.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc and keep them safe once you have made them.
- Review the formulae you have learnt so far-how many can you write down from memory?

$$ax^2 + bx + c = 0$$

THROUGHOUT THE YEAR



- Use revision websites (like TLmaths) to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on mathsgenie and complete them .
- Check the AQA A level Maths specification for what you have learned so far.

IN CORE MATHS YOU SHOULD ...

AFTER EACH
LESSON

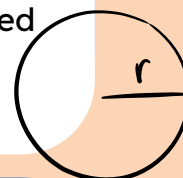
- Read through the section on integral maths and your notes for the lesson.
- Make a list of questions for your teacher of anything you didn't understand and either find your teacher to ask for help or email them with your questions.



WEEKLY



- Complete the assignments set on integral/worksheets given in class.
- Review & complete any unfinished classwork/ homework.



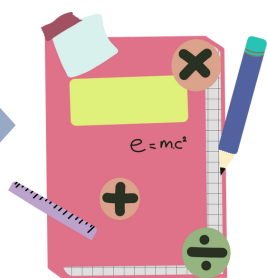
$$C = 2\pi r$$

FORTNIGHTLY

- Use other sources of information to improve your understanding. TLmaths is a great website with useful videos to watch and worked examples and to support your work.

$$ax + by = c$$

TERMLY



- Create revision materials for each topic as we complete it – posters, flashcards, notes etc and keep them safe once you have made them.
- Review the learning so far this year.

THROUGHOUT
THE YEAR

- Use revision websites (like TLmaths) to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Check the AQA Core Maths specification for what you have learned so far.



acute angle

IN MUSIC YOU SHOULD ...

AFTER EACH LESSON

- Organise your notes into Unit folders.
- Ensure you annotate any sheet music/lead sheets.
- Record and rehearse any changes/developments you have made to your practical work.
- Prepare for the next lesson by regularly practising your instrument.



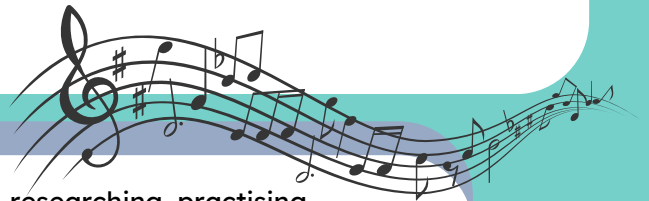
WEEKLY



- Complete a logbook on your internally assessed units focusing on strengths, areas for development and targets.
- Review previous weekly logbook target (unit 1 and 6).
- Regularly practice your instrument (minimum 30 minutes per day).
- Independently investigate pieces of music to use within the performances.

FORTNIGHTLY

- Ensure you are reaching your own personal instrumental targets, in order to develop your skillset and evidence the improvements you are making.
- Review weekly logbook targets (unit 1 and 6).
- Regularly practice your instrument (minimum 30 minutes per day).
- Ensure all sheet music/lead sheets are annotated and include any changes you have made.
- Organise additional rehearsals.



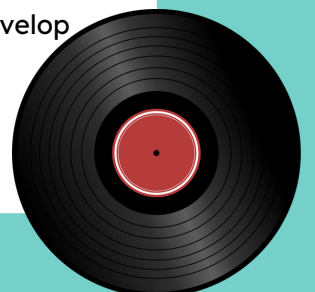
TERMLY



- Prepare for your unit assessments – researching, practising, recording your rehearsals, preparing for your performance assessment.
- Ensure you are reaching your own personal instrumental targets, in order to develop your skillset and evidence the improvements you are making.
- Regularly practice your instrument (minimum 30 minutes per day).

THROUGHOUT THE YEAR

- Regularly practice your instrument (minimum 30 minutes per day).
- Regularly take the opportunity to listen to and watch live music performances – in order to enrich your understanding and develop your own repertoire.
- Find past papers & mark schemes on the PEARSON website and complete them for Unit 2 and Unit 3.



IN PERFORMING ARTS YOU SHOULD ...

AFTER EACH LESSON

- Organise your notes into Unit folders.
- Learn lines for either script work or songs.
- Record and rehearse any choreography / movement / blocking that has been taught.
- Prepare for the next lesson by reviewing material, organising additional time to rehearse with the group.



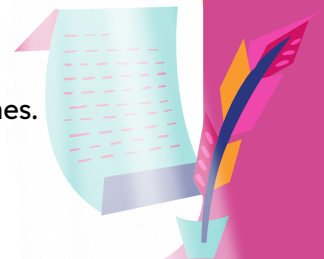
WEEKLY



- Complete a logbook on your internally assessed units focusing on Strengths, areas for development and targets.
- Review previous weekly logbook target.
- Rehearse any choreography / movement / blocking that has been taught.
- Independently investigate songs, material, and choreography to use within the performances.

FORTNIGHTLY

- Prepare for your Task A assessments – researching, recording your findings, preparing for your essay / presentation.
- Review weekly logbook targets.
- Rehearse any choreography / movement / blocking of scenes.
- Ensure music tracks are cut, uploaded and rehearsed with.
- Organise additional rehearsals.



TERMLY

- Create revision materials for each external unit- posters, flashcards, notes.
- Prepare for your Task A assessments – researching, recording your findings, preparing for your essay / presentation.
- Hold production meetings and take on the responsibility of set design, props, costume, lighting, choreographing.
- Ensure the smooth running of the productions.



THROUGHOUT THE YEAR

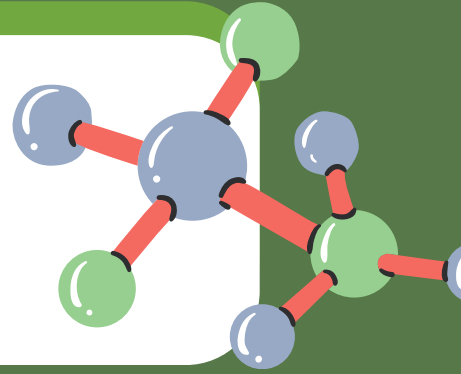
- Watch performances and gain a depth of knowledge and variety.
- Regularly review the revision materials you have made.
- Find past papers & mark schemes on the PEARSON website and complete them for Unit 1, Unit 3 and Unit 5.



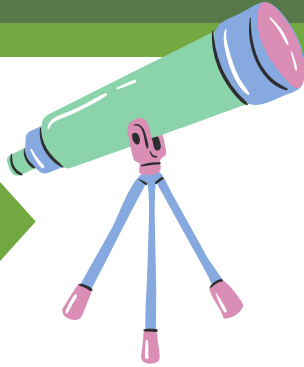
IN PHYSICS YOU SHOULD ...

AFTER EACH LESSON

- Read through the A Level Physics textbook (OCR Physics A) for the lesson content covered.
- Make a list of questions for your teacher of anything you didn't understand.



WEEKLY



- Complete the assignments set on Seneca.
- Review & complete any unfinished classwork/ homework.
- Revise the definitions from the book and quiz that week's key terms.

FORTNIGHTLY

- Use other sources of information to improve your background physics knowledge such as veritasium, minutephysics, podcasts etc.
- Complete a topic set of past paper questions from physicsandmathstutor and mark these, correcting where necessary.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Review the formula booklet and ensure you know what each symbol represents and each quantity's unit. Can you reproduce the booklet from memory?

$$E=mc^2$$

THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Find past papers & mark schemes on the OCR website and complete them.
- Check the OCR Physics A specification for what you have learned so far.



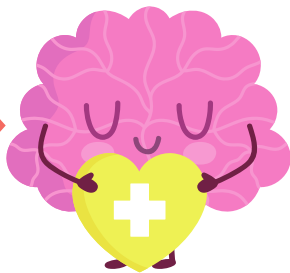
IN PSYCHOLOGY YOU SHOULD ...

AFTER EACH LESSON

- Read through the online A Level Psychology textbook (AQA Psychology for A level) for the lesson content covered.
- Download and print off the slides from TEAMS of the lesson notes.
- Read through the notes from TEAMS add additional information to your class notes using the ppt and the textbook



WEEKLY



- Complete the assignments set on Seneca.
- Complete any homework tasks set.
- Review & complete any unfinished classwork including notes.
- Complete the “apply it” and “check it” questions from the textbook on the relevant sections we have been studying.
- Revise the definitions from the book and quiz that week’s key terms

FORTNIGHTLY

- Use other sources of information to improve your background psychology knowledge such as podcasts, save my exams etc.
- Read academic papers on topics recently studied to support learning using Google Scholar.
- Complete a topic set of past paper questions from save my exams <https://www.savemyexams.com/a-level/psychology/aqa/17/topic-questions/> and mark these.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc.
- Review the end of topic questions and exam style questions at the end of the chapters in the textbook.
- Use the topic knowledge organisers to RAG your understanding of the content.



THROUGHOUT THE YEAR

- Use revision websites to improve your understanding (eg save my exams and Seneca).
- Regularly review the revision materials you have made from previous topics, ensure that you are testing yourself with flashcards and reproducing mind maps, talking through topics and ideas with peers, asking people to test you with your flashcard questions.
- Find past papers & mark schemes on the AQA website and complete them.
- Check the AQA Psychology specification for what you have learned so far.
- Keep your notes organised and folder up to date and dividers to separate topics.



IN APPLIED SCIENCE YOU SHOULD ...

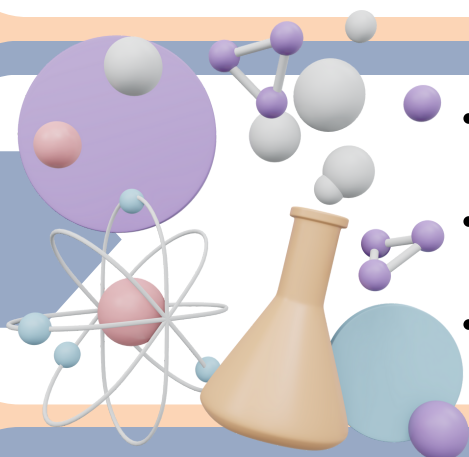
AFTER EACH LESSON

- Read through the notes made in the lesson.
- Make a list of questions for your teacher of anything you didn't understand.



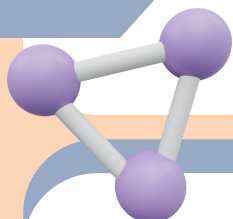
WEEKLY

- Complete the assignments set on Seneca.
- Review & complete any unfinished classwork/ homework.
- Revise the definitions from class and quiz that week's key terms.



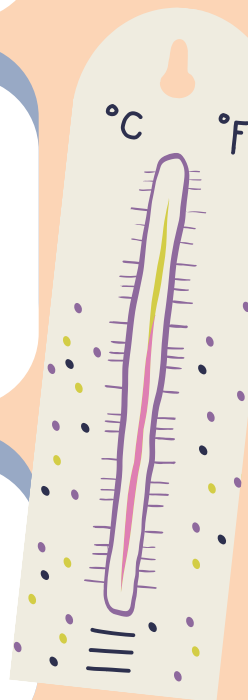
FORTNIGHTLY

- Use other sources of information to improve your background BTEC Science knowledge such as: [BTEC Applied Science Help - YouTube](#).
- Ensure you have completed the relevant work for each assignment; in preparation for the final hand in date.



TERMLY

- Create revision materials for each topic as we complete it – posters, flashcards, notes etc. In preparation for the Unit 1 (January year 12) and unit 3 (Summer year 13) exams.



THROUGHOUT THE YEAR

- Use revision websites and Seneca to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Where appropriate find past papers & mark schemes on the Pearson website and complete them. (Unit 1 and Unit 3).
- Check the Pearson BTEC National certificate in Science (2016) specification for what you have learned so far.
- Complete the set assignments on the specified dates.



IN SPORT YOU SHOULD ...

AFTER EACH LESSON

- Read through all your notes from the lesson content covered for examination units (1,2,22).
- Make a list of areas you need to increase your understanding to ask your teacher.



WEEKLY

- Complete any assignments that are outstanding.
- Complete any notes needed for practical delivery.
- Ensure you are on track for any hand in dates according to the assessment plan.



FORTNIGHTLY

- Ensure all assignment-based work is referenced where needed.
- Make sure any amendments have been made from learning conversations with your teacher.



TERMLY

- Create revision materials for each topic as we complete it - posters, flashcards, notes etc...
- Make sure all deadlines have been met according to assessment plan.
- Ensure all have checked teams to complete past paper questions.



THROUGHOUT THE YEAR

- Use revision websites to improve your understanding.
- Regularly review the revision materials you have made from previous topics.
- Use teams to look at past papers & mark schemes and complete them.
- Check the assessment plan to ensure you hit every deadline.





EDUCATION
SOUTH WEST