

Laptop and OneNote polishing!

The ‘polishing’ of your laptop and OneNote folders should be carried out weekly to ensure that all notes and tasks are up-to-date and complete. But a **half term** also gives you this opportunity to get your notes in order.

This process adds to your self/peer assessment activities when you act upon the feedback that so that you can make further progress.

**Reviewing and OneNote polishing are key elements leading to success.**

Follow the flow chart below to help you: