

Dear [Friend's Name],

I hope this letter finds you in good health and spirits. I heard you're feeling a bit anxious about the upcoming board exams, so I thought of sharing some practical study techniques that really helped me prepare efficiently and with less stress.

First, it's important to create a balanced study schedule. Try dividing your day so that each subject gets enough attention, and don't forget to include time for short breaks. Studying in smaller chunks with breaks in between will help you retain more and avoid feeling overwhelmed.

Instead of just memorizing facts, focus on understanding the underlying concepts. This makes it easier to recall information during the exams and apply it to different types of questions. One thing I found helpful is using active recall techniques like flashcards and practice tests. These tools force your brain to actively retrieve information, which really strengthens memory.

Make sure to take regular short breaks while studying. Step outside, stretch, or just relax your mind for a few minutes. Maintaining a healthy diet, staying hydrated, and getting at least 7-8 hours of sleep each night also make a big difference. A well-rested brain is much more efficient!

Lastly, try to stay positive and avoid unnecessary stress. Remind yourself that with consistent effort, you can handle the exams confidently. Keep faith in your preparation and don't hesitate to ask teachers or friends for help whenever you need it.

If you need any more tips or just want to chat, I'm always here. Wishing you all the best for your board exams-you're going to do great!

Take care and all the best,
[Your Name]