

Techniques for Taking Tests

Preparation for Test Day

Mental Preparation

A. Long-range (from the beginning of the course, review each week)

B. Immediate

1. Know correct date, time, length, and type of examination.
2. Plan a review schedule-allot 1/2 to 2 hours to review each major division and subdivision on which you will be tested.
3. Look for important ideas, facts, or principles.
4. Highlight notes and outlines.
5. Orally rehearse information. Study how the material fits together.
6. Clear up doubtful or weak points (especially those questions missed on homework or previous tests).

Knowing the content helps eliminate exam panic (to know that you know it).

1. Cramming: a frantic attempt to stuff one's mind with facts and ideas in a short time.
2. Review: a re-examination of familiar material to clarify one's understanding, refresh one's memory and pick up any important material that has been overlooked or forgotten.

Physical Preparation

Continue your daily habits as usual. Too much or too little sleep, changes in eating habits, anything unusual or different in your schedule may modify physiological functioning so that you are "not yourself" during the examination.

Give your brain a chance to work for you! (The brain remains active, sorting and reworking after you close the book). Continual review of the same material immediately preceding the exam is an effective way to prevent its arousal when you want it.

Panic is contagious. Avoid other students. Answers given prematurely may become temporarily unavailable when you need them.