Test Taking Tips

Prepare! Prepare! Prepare!

• Read & study throughout the semester.
  - Try to avoid cramming the night before!
• Read BEFORE class so you are prepared for the lecture.
• Write dates for all tests/quizzes/assignments on a calendar or in a planner.
• Always ask questions if you have them!

Relax

• Take several deep breaths when you start to feel anxious
• Relax muscles
• Slow down.

Stay in the present moment

• While studying- Plan for small breaks.
  Limit distractions! (phone, computer, tv, etc.)
• If you can’t stay focused while studying, walk away for a second then go right back to studying.
• During the test- Focus on the test in front of you & the current question.
  Stop your mind from wandering & focus on what you can control.

Stay focused on yourself

• Study in groups if it works for you. Avoid it if you tend to socialize more.
• Limit discussion of the test before you take it.
  - Others’ concerns about the test may affect your confidence.
• Don’t compare yourself to others during the test.
  - It does not matter how quickly everyone else finishes the test. It does not affect your grade.

Manage your testing time effectively

• Take time to read directions & review the test.
• If you get stuck on a question, move on and come back to it.
  - Spending too much time on one question may increase your anxiety & decrease your confidence.
  - Other questions may jog your memory!

Keep a positive attitude

• Negative thoughts are not productive or motivating!
• Recognize, stop & replace these negative thoughts with positive and/or realistic ones.
Test Preparation Tips: 10 Ways to Earn an A

https://www.youtube.com/watch?v=jYWfiP7w5w0

1. **Test prep ritual, right before exam:**
   - Write down worries—if test anxiety exists
   - Brain dump info onto paper—formulas; facts

2. **Look for later questions on test:**
   - May provide insight to earlier questions
   - Go back, look over answers

3. **Make a Cheat Card to help:**
   - Condense info
   - Summarize info
   - Encode info into brain

4. **Create quizzes from notes and lecture materials.**

5. **Simulate test conditions:**
   - Location; go to testing room to study
   - Use old practice test, if possible
   - Practice time constraints; how much time may be needed to answer a question

6. **Stuck on a question?**
   - Visualize study area; helps recall

7. **Study while out on a walk; helps to learn independent of environment**

8. “Hoeffstadter’s Law”: Studying will take longer than you think; study earlier than planned

9. **Plan uninterrupted study periods:**
   - Group small tasks together
   - Schedule study periods as early in day as possible (more energy; willpower)

10. **Appreciate test-taking as part of the learning process**