

Prepare Testing Made Easy

BEFORE THE TEST

- 📖 Find out what will be on the test—ask your professor, look at the syllabus, ask for old tests
- 📖 Schedule your study time—reading, reviewing notes, studying with classmates, and office hours with the professor. Make a list of things to study, in order of importance, and stick to it!
- 📖 If you can't get started, set a timer for five minutes, and study. It's only five minutes, right?
- 📖 Decide what you must read, what you can skim, and what you can skip based on what you know will be on the test.
- 📖 Review actively by creating summary sheets drawing on your reading, notes, and own thoughts. Diagram, outline, create tables, or create charts.
- 📖 Practice answering questions you think will be on the test.
- 📖 Attend review sessions, or meet with your professor if you feel lost.
- 📖 Set up self-facilitated study groups with classmates—learning in a group works!
- 📖 Get enough rest and food the night before the test.
- 📖 Don't cram unless absolutely necessary—cramming only works in the short term; knowledge is lost quickly after cramming ends (within an hour or two).

DURING THE TEST

- 📖 Be prepared emotionally and physically.
- 📖 Arrive early and get settled.
- 📖 When you get your test, write down formulas/data that you think you'll need on the back.
- 📖 Preview the entire test; ask about any unclear questions.
- 📖 Plan your time—allow more time for higher-point questions and time for review at the end.
- 📖 Answer the question on the paper, not the question you THINK is on the paper. Be literal.
- 📖 Answer the questions you know first. Put an answer down for all questions, even if you aren't sure.
- 📖 Don't panic at unfamiliar questions. Analyze them based on your knowledge of the course and give at least a partial answer.

AFTER THE TEST

- 📖 Get your corrected test; rework missed questions until you get the right answer. Ask friends or professor for help.
- 📖 Identify why you missed them. Did you misread the question? Were you not prepared? Did you run out of time?
- 📖 Check the level of the test—were the questions repetition of text or lecture information, or did they require analysis and synthesis?