

Test Preparation Tips

Understand the Test Format: Before you start to study, know what kind of test you are going to take. Will it be multiple choice, true/false, short answer, essay, math story problems or some combination of these?

Review: Repetition with the material is the key to memory recall.

- Review topics it each day for 5-10 minutes
- It is helpful to review your notes after class
- On the day of the exam, review what you have learned rather than trying to cram new information

Use Study Aids: Convert notes and text information into study aids.

- Flash cards, mind maps, study sheets, word lists

Plan a Strategy

- Talk with the instructor about the best way to study
- Create your own test questions
- Use old exams as a guide
- Start studying at least one week in advance
- Plan your study time

During the Test

- Arrive early and relax
- Pay attention to directions
- Scan the test
- Jot down memory aids
- Read questions thoroughly
- If questions are weighted plan your time

Multiple Choice or True/False

- Read the question and all answers
- Eliminate wrong answers
- Choose "All the above" if 2+ are correct
- If you don't know skip question
- If any part is false; it's false
- Note qualifiers such as: All, most, sometimes, never, often, etc.

Essay Questions

- Outline before you write
- Get to the point
- Use examples and evidence
- Start with your strongest point
- Write legibly
- Understand the wording:
 - Compare/contrast
 - Analyze
 - Define/state
 - Describe/illustrate
 - Summarize
 - Discuss
 - Evaluate
 - Interpret