

Test Preparation

Avoiding Exam Burnout

Exam Prep Steps!

Before the Test

1. **Attend class**
 - a. Pick up on the professor's clues for test questions. Is a point repeated? Is information written on the board?
2. **Review in small "chunks" every day**
 - a. Seeing and hearing things more than once helps them move from short-term into long-term memory. Spend ten minutes after class reviewing your notes.
3. **Get facts about the test**
 - a. What type of test will you be taking? What will the test cover? If it will be in essay format, try to predict the essay questions and practice answering them.
4. **Avoid the "Escape Syndrome"**
 - a. Don't spend more time talking about studying than actually studying. Allocate your study time reasonably, then BEGIN STUDYING as soon as possible.
5. **Make up practice test questions**
 - a. Headings and key words in your book and your notes can become questions.
6. **Save everything**
 - a. Quiz questions are likely to appear in a slightly altered form on exams. Handouts contain information that the professor considers important.
7. **Maximize study time**
 - a. Minimize distractions and utilize "alert" hours to get the most out of your study time. Rotate your subjects or take breaks when you realize you have reached the end of your attention span.
8. **Study actively, not passively**
 - a. Recite, restate, or rewrite info you need to master. Re-reading is not enough! Construct summary sheets, flashcards, charts, or diagrams.
9. **Eat a meal with protein, not snacks with high sugar content**
 - a. Sugar will give you quick energy but the effect will wear off before the exam is over. You could end up tired and distracted.
10. **If you find it helps, review with others just before the exam**
 - a. First, study alone. Then review with three or four others (who have studied!) in the week before the exam.

At the Beginning of the Test

1. Arrive on time, but not too early.
2. Avoid nervous or panicky students.
3. Sign the exam and read the instructions carefully.
4. Preview the test for organization and point distribution.
5. List any dates, theories, formulas or critical concepts you might forget.
6. Calculate a rough time allowance for each question or section.