Test Preparation Process

- Class Notes
- Study Time
- Test Language
- Test Yourself
- Organization
- Self-Care
Class Notes

• Recopy
• Reorganize into sections
• Make into study guide or questionnaire
Study Time

• Set up a study schedule
• Study in your environment
• Use spaced review
• Take breaks
• Don’t cram
• Memorizing vs. embracing the material
Test Language

• Multiple Choice

• Essay
Multiple Choice Strategies

• Eliminate the obvious answers.
• Absolute terms such as *always*, *never*, and *inevitable* are usually incorrect.
• Watch for answers that cancel each other or are the same.
• Look for clues to questions you can’t answer within other questions
• Make sure the answer you choose answers the question.
• If 3 of 4 answers given are on the same topic, choose one out of those three
• Often correct answers are the longest.
• Never change answer unless you are sure it is wrong.
Essay Question Strategies

• Read the question carefully, taking notice of important words. Know what it is asking you to do.
• Outline, diagram, or jot down notes of your ideas.
• Write your answer referring to your notes, outline, or diagram.
• Restate the question within your answer.
• Proofread your answer, checking for grammar, spelling and punctuation.
• Allow 10-15 minutes for each essay question.
Essay Question Language
What does it mean?

- Compare
- Contrast
- Criticize
- Define
- Describe
- List

- Explain
- Justify
- Outline
- Summarize
- Trace
Test Yourself

- Test yourself before the teacher does
- Work with a study group or a study buddy
- Have someone quiz you on the test material
- Be creative—use games like trivia, jeopardy, or hangman
Organization

• Have study materials organized
• Have necessary materials ready for the test.
• Have your thoughts in place before the test.
Take care of yourself

- Eat well
- Exercise
- Get enough sleep
- Be open-minded
Test Anxiety

• Do aerobic exercise at least 1 hour per week
• Over-prepare!
• Be clear of what you know and do not know
• Study from both a “detail” and a “whole picture” perspective
• Know something about how you learn best
• Don’t talk to people who are always negative about stuff
• Realize this is only one of many tests
• Believe in yourself
• Never expose yourself to negative self-talk
• Do relaxation techniques
Thank You for Coming

Student Support Services