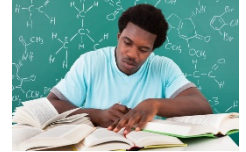


Top Ten ~~Ten~~ 11 Test-Taking Tips for Students

1. Start Studying for Each Test by Reviewing Your Notes After Every Class

Create study guides from your notes by writing questions for which your notes are the answers. Studies found that reviewing class notes daily can increase information retention by 150%.



2. Have a Positive Attitude

Approach tests as you would a competition that you plan to win. A positive attitude goes a long way toward success.

3. Make a Plan

Ask your professor what each test is going to cover. Is it cumulative? Are there texts that you should prioritize? Will you need to define terms? Will there be essay questions? Make a list of the most important topics to be covered and star items that you know will require extra time. Be sure to plan extra time to study the most challenging topics.

4. The Day and Night Before

Exercise, eat well and get plenty of sleep. If you find you have to cram, set a time limit. Sleep is what solidifies recall. A lack of sleep will result in forgetting even that which you previously knew.



5. Preparing What to Bring with You

Bring a water bottle (water's good for carrying oxygen to your brain), scratch paper, several pens & pencils with erasers, a sharpener, and your calculator (if relevant). Dress in removable layers to be comfortable. Some find that dressing for success helps.

6. The Morning of the Test

Fuel your body with a healthy breakfast that is high on protein and low in sugar. Fill your water bottle. Then go to class early and look at cartoons to release stress and generate "feel good" endorphins.

7. Manage Your Time

Scan through the test quickly before starting to forge a plan. Answering the easy questions first can be a confidence builder. Be sure to circle the critical words in the questions or directions.



8. I'm Stuck!

Tough problems and mental blocks can throw you off balance. Stay calm and take a long exhale to then infuse your brain with oxygen when you breath in. Reread the question to make sure you understand it, then jot down what you do remember. Tense and release your muscles. If you're still stuck, circle it, move on, and come back to it later.

9. Multiple-Choice Questions

Cover the choices and write your answer in the margin. Then look for the option that best matches what you wrote. If need be, cross out the choices that are highly unlikely (such as any that include "always," "never" or "every").

10. Neatness Counts

If your 4s look like 9s, it could be a problem. Double-check to be sure that your writing is clear and legible and that you fully erase anything you don't want to be there.



11. I'm Done!

Not so fast - when you complete the last item on the test, remember that you're not done yet. If you have time, go back to review your answers, making sure that you didn't make any careless mistakes (such as putting the right answer in the wrong place or skipping a question). That said, don't change any answers unless you're certain you misread the question! Spend the last remaining minutes going over the hardest questions before you turn in your test.