

Test Prep Tips

You test well by preparing well. Here are some tips to help you prepare.

Create a study plan

Create a study plan that spreads out your studying. Start early to eliminate the need for cramming.

Make flash cards and/or review sheets

Take the most important information and use it to create review sheets and flash cards. Highlight key words and important phrases.

Explain it to a mirror

You really know something if you can explain it in your own words. Stand in front of a mirror and “teach yourself” what you need to know. If there’s something you have trouble explaining, you’ll know what you need to go back and review.

Adjust your studying for the test

- ▶ **True/false and multiple choice tests** – Make sure you know facts and detailed information.
- ▶ **Essay tests** – Review main ideas and key facts.
- ▶ **Open book tests** – Put self-stick notes in your textbook to help you find information quickly.

Review often

When you review, you move information from your short-term memory into your long-term memory. *Review is the key to learning anything.*

Prepare Mind & Body

Test success isn’t just about knowing the material. You also want to feel confident and calm when you take a test.

- ▶ Get eight hours of sleep the night before a test. If there’s something you want to remember, go over it right before you go to sleep.
- ▶ Get up early enough to eat a good breakfast and not be rushed. Spend any free time you have before your test to look over your flashcards and mentally review the material.
- ▶ Practice visualization. Close your eyes and imagine yourself confidently taking the test and answering the questions correctly.
- ▶ Walk into the classroom with your head up and your shoulders back. When you act confident, you feel more confident—and you perform better.
- ▶ Before you begin, think positive thoughts. If you feel anxious, take several slow, deep breaths.
- ▶ Focus on the test rather than those around you. Relax and do your best.

Preparing for Tests

Tips and strategies to help you prepare for quizzes, tests, and exams



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Prepare Early

Text Prep Resources

Preparing for Tests

- ▶ Do you ever feel unprepared for tests?
- ▶ Do you usually wait until the day before a test to start studying?
- ▶ Do you often study the wrong things?
- ▶ Are your test grades lower than they should be?

If you answered "Yes" to any of the above, now is the time to work on improving the way you prepare for tests.

Many students listen in class and do all of the assignments, yet their test grades never seem to accurately reflect their knowledge or effort.

Whether you're studying for a quiz, an exam, or an end of chapter test, there are a number of simple test-prep strategies that can help you improve your test grades and scores.

"Before anything else, preparation is the key to success." Alexander Graham Bell



With the right preparation, studying for tests will take less time and effort, and your test grades will be higher.

Prepare as you go

- ▶ Make the most of the time you have in every class. Ask and answer questions, participate in discussions, and take good notes. *Learning in class means that you have less to learn on your own.*
- ▶ Complete every homework assignment, and have all of your reading done several days before the test.
- ▶ Take good, well-organized class notes.
Use only one side of the paper and skip a line between ideas/topics.
Leave a wide margin on each page. Use this space to write in key words (e.g., topics, names, events).
- ▶ After class, make sure your notes are complete, and highlight the most important information.

The class before the test

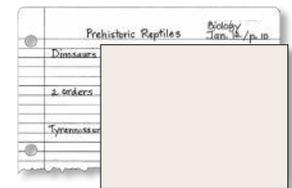
- ▶ Pay particularly close attention in the class before the test. This is when important test information is likely to be given.
- ▶ Before you leave class, make sure you know what information the test will cover and what kind of test it will be (e.g., essay, true/false, multiple choice).

Before you start to study, make sure you have the following test prep resources.

Class notes

Because most test questions come from information that's been presented in class, your class notes are your best test prep resource.

If you have key words written in the left hand column, cover up the right side of your notes and test yourself to see what you can remember about each topic.



Textbooks

Have all textbook reading completed early. Then use your study time to review the following:

- ▶ chapter introductions and summaries
- ▶ the first and last paragraph of each section
- ▶ **bold** and *italic* words
- ▶ chapter review questions

Other resources

- ▶ **Handouts and review sheets** – use these to come up with possible test questions.
- ▶ **Graded homework and quizzes** – go back over these carefully.