

Test-Taking Tips

1. Find out as much as possible about the exam before you take it. Try to gather information about the following:
 - Types of questions (essay, multiple choice, etc.)
 - Proportion of each type of question
 - Length of the exam
 - Are there old copies available?
2. Develop a routine for the testing situation. Arrive early, warm-up with positive self-talk, and ask any final questions. If tense, BREATHE and stand up to stretch.
3. Skim the entire test before you begin to work on it, as this will help you determine how to budget your time.
4. Jot down your memory devices and any important formulas or dates.
5. Do some EASY questions first – this helps build your confidence and lower your test anxiety. The easy questions may also jog your memory for other, more difficult questions.
6. When you cannot answer a question:
 - Remind yourself that it's normal to have some memory blocks.
 - Think about it, jot down any hunches or clues, and then move on.
 - Make sure you mark the question clearly so you can return to it later.
 - Be alert to clues that may be present in other questions.
7. Remember, there's only one good reason to change an answer: If you remember the correct answer!