



Attend Class

Pick up on the professor's clues for test questions. Is a point repeated? Is info written on the board? Ask the instructor what you are expected to know, and what type of test will be given. In lectures, watch for test questions by observing **what** the instructor says as well as **how** (s)he says it.



Get Facts About the Test

What type of test will you be taking? What will the test cover? How much material are you expected to know from your readings and how much from your notes? How do the notes, the text, and the supplementary readings relate? How much weight will be given to each item on the exam?



Review in Short Chunks Daily

Brain-lag sets in if you are trying to cram and does not allow for info to move from short-term into long-term memory. As a result, it is necessary to spend ten minutes after each class reviewing your notes and cleaning them up throughout the semester.



Save Graded Material

Save all quizzes, handouts, and graded material of any kind. Quiz questions are likely to appear in a slightly altered form on exams.



Study Actively, Not Passively

Recite, restate, or rewrite info you need to master. Rereading is not enough! Construct summary sheets, flashcards, charts, or diagrams.



Unread Material

Be cautious about time spend on unread material. Approach unread material only after you have gathered together all material for the exam and planned the overall approach. Use the following guides for unread material:

- Divide the material into parts for more intensive study. Set time limits for each part.
- Start reading the material, staying within the time limits you set even if you must skim key sentences **only**.
- As you finish a page or part, **recall** the material immediately. Say it aloud at times. This enhances retention even without later review.



Study Skills



Make Up Practice Tests

- Turn headings and key words in your book and notes into questions.
- You will probably be graded upon your ability to see the subject matter from your instructor's perspective. If your exam is to be in essay form, prepare several essay type questions on a variety of the topics to be tested.
- If your instructor has announced that the test will consist of true-false, multiple choice, and fill-in-the-blank questions, study by listing facts and bits of information around a particular theme or concept. Make up all the questions that you think the examiner should/could ask about the material to be covered and learn the answers.
- The key to these self-made tests is to practice, practice, practice. You will want to go through your test questions much the same way an athletic team runs its plays.



Maximize Study Time

Brain-lag sets in if you are trying to cram and does not allow for info to move from short-term into long-term memory. As a result, it is necessary to spend ten minutes after each class reviewing your notes and cleaning them up throughout the semester.



Avoid the "Escape Syndrome"

Don't talk more about studying than actually studying. Write down what you have to do, allocate your study time reasonably, then BEGIN STUDYING!



Eat a Good Protein Meal

Eat a good protein meal, not high sugar snacks. Sugar will give you a quick energy flow but will wear off before the exam is over.



Review With Others

Review with others just before the exam. First, study alone. Then review with three or four others in the week before the exam.