



## Taking Tests Well

### ***Organize the information you need to know***

- A well-developed study strategy usually results in better performance on tests. Confidence in your study process reduces the natural anxiety involved in test taking.
- Highlight the most important parts of your notes. The goal is to spend the most time studying what you think will be on the test.
- From study notes make up mnemonics for the most important information.

### ***Before the test***

- Eat and sleep well. If we want our bodies and minds to function at their best, we need to give them what they need to function well. The best way to do this is to develop a study strategy (schedule) that makes time for both study and sleep.
- Get to the test early and make sure you are prepared. Being late adds to anxiety. Make sure you have everything you need for the test. Take a watch so that you can track time during the exam.
- Right before you go into the test make sure you have memorized mnemonics. Don't try and add new information. If you have developed a good study plan, you have already determined what you think will be on the test. Stick with your game plan.
- Avoid people who make you anxious or distract you from focusing on the test.

### ***During the test***

- Write out any mnemonics on the back of the test. That way you can take information into the test that you believe is important.
- Review the different test sections to see how much each section is worth. Divide your time so that it reflects the percentage value on the test.
- You can begin wherever you like on the test. So, for example, you may choose to begin with essay questions because they are worth the most and because you know the material well. The goal is to spend the most time and effort on what will give you the most marks. A secondary goal is to make sure that information you do know well is done well.
- If you have a brain freeze, turn your test over and begin running through the mnemonics you have written on the back. You can also move to another section where you feel more comfortable until your mind relaxes and you can remember what you were working on prior to the brain freeze.

