



## TEST PREPARATION SKILLS

Ideally, preparation for tests begins on the first day of class and continues throughout the semester. Review your class syllabus, become aware of when tests will be given, and note them on a calendar – don't let them sneak up on you!

- To do well on tests you must first learn the material, and then review it before the test.
- Review your notes within 24 hours after class/lecture; review them again immediately before the next class/lecture.
- Schedule some time at the end of the week for a longer review.
- Test yourself on the material.
- Finish your studying the day before the exam. Last minute cramming can create confusion and anxiety, which may undo much of what you've already accomplished.
- Ask the instructor what to anticipate on the test.
- Pay particular attention – just prior to the exam – to points the instructor brings up during class lectures.
- Generate a list of possible questions you would ask if you were making the exam, then see if you can answer the questions.
- Review previous tests graded by the instructor.
- Pay particular attention to clues that indicate an instructor might test for a particular idea, as when an instructor: says something more than once, writes material on the board, pauses to review notes, asks questions of the class and says, "This will be on the test!"
- Note taking is crucial to success in the classroom.
- Rewriting notes or transferring them to printed form is invaluable as review and in organizing the material so that it is more easily understood.
- Start at least two weeks before the test to read through all of your notes. Try to obtain "the big picture," how all the material is going to come together, how major topics relate to one another, and how important each topic is to the instructor.
- Recitation is the single most effective way to review. Hearing yourself say things aloud makes a more solid impact on retention and long-term memory than any other method of review.
- Many people benefit from pacing back and forth when trying to memorize material.

### Would you like to learn more?

**The old saying is true: "There's no substitute for being prepared." When you meet with a CPCC Counselor, you can explore strategies that will help you get ready for tests. Call 704-330-6433 and request an appointment.**