

Student Success Tools

Test Taking Tips

- **Be prepared.**
No matter what other tips you may read and use, nothing can take the place of studying on a regular basis.
- **Do your homework.**
Homework and assignments are meant to give you the practice and knowledge you will need for an exam. Often exam questions are based on what you have already read and completed.
- **Review regularly.**
Avoid cramming by studying and reviewing each day. Review notes, homework, and reading for a few moments every day. Quiz yourself and start the studying process early. Study key terms, definitions, examples, lists, diagrams, and charts. Pay particular attention to items your professor emphasizes in class.
- **Ask for help.**
There are many resources available to help you succeed. Ask your instructor if you don't understand something. Form a study group. Check out the services available in the Academic Support Center including peer tutoring, study skills assistance, and advising.
- **Understand vs. memorize.**
Memorization techniques can be helpful if there are a lot of facts to remember. However, it is best to truly learn and understand the material.
- **Attend all classes.**
It is easy to get behind and miss vital information by skipping classes. If you must miss a class, arrange to copy someone's notes or even tape the lecture (with instructor's permission).
- **Get plenty of sleep and eat well before a test.**
Feeling rested and eating a balanced diet will go a long way in relieving stress symptoms.
- **Control anxiety during the test.**
Arrive early. Get settled, relax, and give yourself time to organize your thoughts. Listen carefully to all instructions before beginning. Quickly review the test. Answer the easiest questions first. If you get stuck on a question, leave it and go back to it later. If you have no idea of an answer, remain calm, try to recall what you do know and use other test questions to give you clues. If you do become anxious, take a moment to relax. Close your eyes, take deep breaths, and concentrate on relaxing your body.

Call the Office of Student Success at 601-925-7776.

