



Test Taking: Preparation, Strategies, and Managing Anxiety

Academic Success Center

Test Preparation, Strategies, & Anxiety



During Entire Semester



Leading up to Finals



General



Mastering Style of Exam



Coping and Managing

During Entire Semester

- Go to class
- Take good notes
- Ask questions
- KEEP UP with the readings
- KEEP UP with the review notes
- KEEP UP with the study groups



Leading up to Finals

Studying vs. Cramming

STUDYING	CRAMMING
Involves reviewing notes before and after class	Involves little or no review on a regular basis
Schedule, paced study times	Study last minute and 'crammed in' during one session
Information is stored in long-term memory	Information is stored in short-term memory
Leads to thorough understanding of content	Little understanding of content or retention of material

DO YOU KNOW HOW TO SELF-TEST?

SELF-TESTING METHODS
Practice Tests
Flashcards
Turn your reviews into questions
Practice test in Like conditions
Mnemonic Devices

TEST TAKING SPECTRUM



Go to class, ask questions **Keep up** **Review**
Organize notes **Write an exam schedule**
Gather material
Predict questions **Flashcards, Practice test**
Preview test, Pace yourself, Reread an
recheck, Reward yourself



General

- **Get plenty of sleep**
- **Eat breakfast**
- **Try and relax**
- **Preview the test**
- **Read the directions**
- **Concentrate**
- **When stuck, move on and come back later**
- **Review before completion**



Mastering Style of Exam

Test-Taking Strategies: True/ False Questions

- When you absolutely don't know the answer, go with true- there are generally more true than false statements on a true/false test
 - Look for factors that will make a statement false- it is fairly easy for the test writer to add something to make a true statement false
 - Extreme modifiers like "always," "never," or "only" tend to make questions false
 - Qualifiers like "often," "some," or "most" increase the likelihood that the question is true
 - Questions that state a reason tend to be false
- * Great tip!! Go to <http://ccc.byu.edu/learning/testtf1.php> to practice answering true/false questions

Test-Taking Strategies: Multiple Choice

- Read the question carefully, then formulate your own answer before reading the choices
 - Omit incorrect answers; this can increase your probability to 50/50
 - Select numbered answers from the middle range, not extremes
 - Select answers that are longer and more descriptive
 - Watch for absolutes- "all, none, always, never, only"
 - Similar answers can give you a clue- one is right while one is disguised
 - If stuck, move on, there might be a hint in another question
- * Great tip!!! Go to <http://ccc.byu.edu/learning/multchoi1.php> to practice taking multiple choice tests

To avoid anxiety during the test:

- Plan ahead
- Study, don't cram
- Put things in perspective- your entire future is not in jeopardy
- Think of past successes
- Get plenty of sleep
- Eat breakfast
- Come prepared
- Find a seat with few distractions
- Pace yourself
- Keep positive thoughts

TEST ANXIETY: Avoiding and Reducing

For Anxiety during the test:

- For anxiety during the test:
- Read all directions carefully
- Change positions now and then
- Don't stay stuck, move on and come back
- Don't concern yourself with others- how they are doing, how quickly they finish
- Pause and take deep breaths as necessary • Work step by step through the test
- Use positive thoughts
- Remember: Grades are not a reflection of self-worth
- Some anxiety is normal

TEST ANXIETY: Coping and Managing

- https://txwes.co1.qualtrics.com/jfe/form/SV_9LYWgIKvToG1yiV



Attendance Survey