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
### Studying vs. Cramming

<table>
<thead>
<tr>
<th>STUDYING</th>
<th>CRAMMING</th>
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<tbody>
<tr>
<td>Involves reviewing notes before and after class</td>
<td>Involves little or no review on a regular basis</td>
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<tr>
<td>Schedule, paced study times</td>
<td>Study last minute and ‘crammed in’ during one session</td>
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<tr>
<td>Information is stored in long-term memory</td>
<td>Information is stored in short-term memory</td>
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<td>Leads to thorough understanding of content</td>
<td>Little understanding of content or retention of material</td>
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### DO YOU KNOW HOW TO SELF-TEST?

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<tr>
<th>SELF-TESTING METHODS</th>
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<td>Practice Tests</td>
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<td>Flashcards</td>
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<td>Turn your reviews into questions</td>
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<tr>
<td>Practice test in Like conditions</td>
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<td>Mnemonic Devices</td>
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### TEST TAKING SPECTRUM

- **PREPARE**
  - Go to class, ask questions
  - Keep up Review

- **ORGANIZE**
  - Organize notes
  - Write an exam schedule
  - Gather material

- **ASSESS**
  - Predict questions
  - Flashcards, Practice test

- **REHEARSE**
  - 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
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
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
- https://txwes.co1.qualtrics.com/jfe/form/SV_9LYWgLKvToG1yiV