

6 Tips for Exam Preparation

1. Prepare for an exam throughout the semester, not the week or night before. Review and organize material for each course on a weekly basis to avoid last-minute cramming. Some common techniques include re-copying notes, summarizing chapters, and making study guides that integrate notes and reading materials.
2. Ask the professor to explain confusing material. Memorization is dependent on processing; you will have a much easier time remembering something that makes sense to you. If you don't feel comfortable asking a question during lecture, visit the professor or TA during office hours.
3. Ask the professor what to expect from an exam, how you can best prepare, what material will be covered, what kind of format it will be, how to budget your time, etc. Professors want you to learn and succeed, and, therefore, tend to be very forthcoming with this kind of information.
4. Prepare a list of possible questions based on your professor's test technique, what questions were asked during lecture, and your judgment of what material seemed to be given the most weight in lectures and assignments. Compose an answer to each question in your own words.
5. Come up with a detailed study plan to ensure that you devote a proportionate amount of time to all the material that will be covered on the exam. Schedule breaks every few hours and be sure to budget in a full night's sleep to maximize productivity and prevent fatigue. It is also a good idea to take a 5-10 minute break each hour.
6. If you are studying for more than one exam be sure to allot a proportionate amount of time to each subject, switching subjects every few hours to avoid fatigue.