

## Test Taking Tips

1. Discuss the test format and content with the instructor.
2. Know what materials you will need for the test, and be prepared.
3. Review notes and materials frequently before the test date.
4. Don't Procrastinate.
5. Allow ample time to get to class—rushing causes stress!
6. Pay attention to all directions.
7. Skim the exam before beginning and ask questions before you start if unsure of directions.
8. Complete the easiest portions first. If you get stuck mark it and come back later.
9. If you become stressed or anxious, take a short break, put your pencil down and rest your hand and eyes.
10. Allow at time at the end of the test to look over the entire exam to check for skipped questions and check answers.

When your test is returned to you, check over what you missed and correct it to make sure you understand these concepts.