

Final Exams

2017

Survival Kit

Lively Minds Tutoring

Exam

01

Preparation

Preparation Strategies

1. Determine what type of test questions will be on the final exam.
2. Make flashcards for rote memorization content like vocabulary, names, and key terms.
3. Make a separate study sheets for formulas that need to be memorized. Practice writing the formulas from memory on a blank sheet of paper.
4. Print blank maps for geographical map tests.
5. Prepare practice problems for math concepts, and make sure that they have answers for you to reference later.
6. Make study guides of consolidated notes with key terms and concepts highlighted and short details about each. Use study guides from teachers as a starting point.
7. Make a list of concepts and ideas to understand on a deeper level for questions that will require explanations or connections. Practice explaining these concepts out loud.
8. Prepare outlines for possible essay questions.

Exam

02

Preparation

Subject _____

What type of questions?

What materials do I need to study?

Subject _____

What type of questions?

What materials do I need to study?

Subject _____

What type of questions?

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Subject _____

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Subject _____

What type of questions?

What materials do I need to study?

Checklist For Best Study Results

I know what kinds of questions will be on each final.

I have decided on the preparation materials I need.

I have completed my preparation calendar.

I have set goals for each exam.

I have found an effective place to study.

I have removed distractions from my study place.

I have planned study periods with breaks.

I have finished my study materials on time.

I have studied enough to KNOW the material well.

I have planned enough sleep before exam day.

Strategies to Remember on Test Day

1. Read test directions carefully.
2. Preview the test, and do the easiest problems first.
3. Write down formulas and other memorized materials on the test at the beginning of the exam.
4. Pay attention to how many points a question is worth.
5. Pay attention to the time.
6. Write answers clearly.
7. Cross out wrong answers choices.
8. Watch for trick words like always and never.
9. Use the allotted time to go back and check answers.
10. Check your work by reading your answers "out loud" in your head. Otherwise, your brain can easily fix your mistakes so that you never even notice them.

Ways to Reduce Test Anxiety

1. **Sleep.** Make sure that you get a good night's sleep before the test. Being tired increases anxiety.
2. **Prepare.** Much anxiety on test day comes from feeling unprepared for the test.
3. **Relax.** When you start to feel anxious, close your eyes and tense every muscle in your body. Inhale as the muscles are contracted. Hold your breath for a few seconds, and then slowly exhale and release.
4. **Breathe.** Close your eyes and inhale slowly and deeply through your nose for 5 seconds. Hold your breath for 5 seconds. Slowly exhale out your mouth for 5 seconds. As you exhale, try to let go of your anxiety, tension, and stress. Repeat this up to 10 times until you feel less anxious.
5. **Focus.** Pay attention to yourself and not other students.
6. **Think.** Use positive thoughts to encourage yourself.
7. **Regroup.** Recognize that this test does not define who you are or evaluate your worth. It's just a test.