



# Important SKILL

## Test Preparation

### What to do BEFORE you take a test

1. Hopefully, you've been actively involved in the course and have been doing the assigned work and taking notes. Study regularly. Follow some structured plan of review at the end.

Do your parents have a garage, attic, or closet crammed with stuff? Important stuff? Saving that \$3 dollar value item doesn't matter if you can't find it when it is needed, or if it takes too much time to find it.

Hunting for info is like hunting for stuff in the closet. You want to find the right thing and find it quickly with little effort. That means you need (not just notes, but) notes that are organized and easy to read.

In class you have seen both "relationship diagrams" and "nested bullet lists" as ways of summarizing an area of knowledge. Pick the one you fell most comfortable using. USE IT. Maybe you can use a highlighter to accent your weakest areas. This is your Unit Summary, and should be a good indication of what material will be on the test.

If your comprehensive collection of notes is PAGE-NUMBERED, then you can reference them from your summary sheet (that's your relationship diagram or bullet list). This can all be packaged for reuse in prep for the semester exam.

2. Make sure you understand the **LANGUAGE** of the unit being tested. For the more difficult questions, you'll have to focus on key words. Make sure you know what they mean. Use them in sentences and have a friend agree you are using them correctly.
3. **Critical One-Liners** are quotes from your teacher or the book that you might reasonably expect to see on the test. They are often used in True-False or easy Multiple Choice questions. Make sure you list the most important of these, can remember them, and can rephrase them in your own words.
4. **ASK YOU TEACHER about the test!** How many problems? Any free response problems? How many require calculations? Never assume that you know what will be on the test.
5. **Review EQUATIONS you expect to use on the test.** Do you understand the relationships they represent? Do any of them "fit together?"
6. **Don't just review PROBLEM SOLUTIONS!** Rework at least one of each problem type and seek additional examples and problems to work, if needed.
7. Later, you will do a "**MEMORY DUMP**" as soon as you are given your test and scratch paper. This is any information you may forget such as formulas, names, etc. So NOW you need to decide what you will write down. Make a list. Write the stuff down and then write it down again on separate paper. You're practicing or "drilling" for the same event on test day.
8. One additional study technique that is great is to create a one-page **CHEAT SHEET** for the test. NO, I'm not saying you should cheat. But, summarizing on one sheet will help. AND in the rare event that the teacher says it's an open note test or that you're allowed one page of notes, it REALLY makes the test easier.

**RELAX! IF YOU PREPARE WELL, YOU SHOULD TEST WELL.**

\*\*\*Be well rested. You will perform better after a good night's sleep.

\*\*\*Eat a good breakfast and drink plenty of water. Brains work better with fuel.

\*\*\*Come prepared. Don't expect to borrow a calculator, pencil, paper, etc.

