

BEFORE THE EXAM:

- **Bring** everything you need. Prepare ahead of time.
- **Arrive** Early. Don't sit near the panic-stricken or anxious people – it's contagious!
- **Take** a few deep breaths & relax.

WHEN YOU RECEIVE THE EXAM:

- **Read** through the entire thing and estimate how much time you'll spend on each question.
- **Pace** yourself based on the amount of points questions are worth.
- **2 minute** drill. Brain dump. Unload any information, equations or other information that's in your head in case you forget it later. Don't take more than 1-2 minutes to do this.

AS YOU'RE ANSWERING QUESTIONS:

- **READ** EACH QUESTION (and the instructions) THOROUGHLY.
- **Circle** key words, absolute words, or rephrase questions to make them into statements.
- **Answer** ALL parts of the question.

WHEN YOU GET STUCK:

- **Mark** that question to return to and move on to the next question.
- **Think** back to your study session – can you recall anything related to that topic?
- **Look** for clues in other questions.
- **Engage** your learning preference (think about visuals, auditory cues, examples, etc.).
- **Consider the question** from the instructor's point of view – what knowledge do they want you to demonstrate?

THROUGHOUT THE EXAM:

- **Develop** a system for going through the test to make sure you don't miss any questions and that you answer everything.
- **Leave time** to double check your answers, in particular those you've generated for computational problems.

