**STEPS FOR TACKLING THE BIG TEST**

### 1 - 2 Weeks Before the Test

- **Become Familiar with the Test**
  - What is the format of the test?
  - How much time will I have to take the test?
  - What material will be covered?
  - How much is each question or section worth?

- **Develop a Study Schedule and Plan**
  - Create a checklist: What do you need to do to be prepared? (Ex. Read ch. 1-8, review lecture notes, meet with the professor)
  - Estimate how much time each item will take
  - Break up tasks into manageable pieces and fit them into your schedule.

### 1 - 7 Days Before the Test

- **Stick to Your Study Plan that You Created**
  - Try to schedule short study periods for yourself (an hour or less) and remember to take energy-restoring breaks.
  - Limit distractions

### Day Before the Test

- **Develop your Test-Day Strategy**
  - Know how much time you want to spend on each question or section.
  - Know which questions you want to tackle first and last.
  - Pack/prepare any materials you will need
  - Get a good night’s rest!

### Test Tips

- **Eat breakfast**, especially if your test is in the morning.
- Take 10-15 minutes to **warm up mentally** before your test. Try reading an article, lightly reviewing flashcards or singing along to a song.
- **Exercise** to promote optimal brain functioning and decrease stress
- **Move on** if you get stuck. You can always return to a question later.
- If you are experiencing **test anxiety** before the test try **meditating** or practice **coping statements**. You can also try writing down your thoughts and feelings.
- **Stay calm**. If you need a break during the test, take a moment to close your eyes, relax, and breathe deeply. Focus on what is within your control.