Reading Study Center
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N/E 201

Ten Tips for Test Preparation

1. **Attend all classes and take good lecture notes.** Make sure your notes are accurate, complete, and organized. From these notes, you need to learn as you go by continually reviewing.

2. **Read all related textbook assignments and take notes.** By taking notes as you read, you are doing a form of recitation which helps your memory put information into long-term storage.

3. **Make sure you choose the right environment to study in.** Setting a positive mood for you to study in, as well as, selecting the appropriate place *and* environment will all help in the memory process.

4. **Review all your notes soon after class.** Doing a quick review after class will help you add missed information and get the material into your memory.

5. **Briefly review your notes before each class begins.** This will not only help with the memory process, but it will help you get ready to pick up where the instructor left off.

6. **Create study aids and organizers.** These study helpers allow you to categorize information and see the "big picture." Ask about the Reading Study Center handout with examples.

7. **Do as much reciting as you can!** Self-quizzing and study groups can be very effective tools for studying before a test.

8. **Understand the different test taking strategies for True/False, Multiple Choice, Short Answer, and Essay tests.** These strategies are on another Reading Study Center handout in more detail.

9. **Plan your schedule.** Make yourself a schedule of what you need to do and when. Try and get all non-exam assignments out of the way and

the better.

10. **Review the material the day before the test.** Doing a review the day before a test will help keep the information fresh in your mind.