

Preparing for tests is most effective when done over the course of your term through daily study sessions with varied active learning activities. Then, as you near the test, it can be helpful to make a more intentional test-prep 7-day-countdown plan.

DAY:

WHAT TO DO:

HOW TO DO IT:

7

GOAL: Evaluate & analyze, plan & organize (see other side to do this):

- ✧ What do you need to know & what do you know already?
- ✧ How much time do you have & how much time will you spend?

- ☒ Look to midterm/test grades—identify what content was challenging
- Identify material you have & what you need
- ☒ Create a study checklist (topics, formulas, etc.)
- ☒ Create a study schedule for the week

6

GOAL: Create study materials.

- ✧ Focus 1st on what you don't know
- ✧ As you make materials, learn as you go & then continue to study with them

- ☐ Create flashcards & study guide/s
- ☐ Find end-of-chapter questions/problems to answer
- ☐ Visit office hours with questions

5

GOAL: Make links, find differences.

- ✧ Keep working on what's challenging
- ✧ Introduce material you feel okay about
- ✧ Make connections & use what you know to learn what you don't

- ☐ Write/draw content in your own words—summarize key points
- ☐ Write term definitions in your own words
- ☐ Draw figures from memory
- ☐ Synthesize lecture/reading/lab/recitation notes

4

GOAL: Teach the material.

- ✧ Use the 80/20 rule—spend 80% of your time on new material, and 20% on old
- ✧ Practice saying content aloud—where are your gaps? What to focus on next?
- ✧ Use study partners/groups

- ☐ Teach flashcard terms/definitions
- ☐ Solve problems & explain the steps you took to get there
- ☐ Assign concepts to study group participants & everyone teaches/questions

3

GOAL: Test yourself.

- ✧ Wait to look at answers
- ✧ Vary your testing activities
- ✧ Avoid familiarity traps—ask questions on ALL you've learned, in no pattern
- ✧ Teach your brain to find pathways back to the information

- ☐ Take practice tests & re-take challenging problems from prior tests
- ☐ Write & exchange test questions with your classmates—what will your instructor want to know you know?
- ☐ Mix old content with new content
- ☐ Visit office hours with any questions

2

GOAL: Reflect & test more.

- ✧ Use yesterday's challenge(s) to decide what to revisit & practice more
- ✧ Remember to test what you know well
- ✧ Explain processes & connections—know the steps to reaching answers

- ☐ Make concept maps connecting different sections/concepts from the term
- ☐ Continue to take & make tests/answer questions from memory; *try to replicate your test environment*
- ☐ Recite aloud, draw from memory, re-present information in new ways

1

GOAL: Bring it all together.

- ✧ Continue to make connections/identify similarities & differences between all of the content
- ✧ Prioritize sleep & meals
- ✧ Do something relaxing

- ☐ Continue to replicate the test environment—the length of time you get, the room, etc.
- ☐ Keep thinking about what your instructor might ask & be sure you can answer
- ☐ Get good rest, be sure to eat & try to relax

0

TEST DAY!

- ✧ Keep to your normal routine
- ✧ Have everything you need
- ✧ Arrive early to choose your seat & get settled

- ☐ Believe in yourself—you've got this
- ☐ Take a minute before the test to write what you're anxious about & then throw it away
- ☐ Deep breaths

MAKE A 7 DAY STUDY PLAN

READY FOR EXAMS

Use this space to catalogue what you know and to learn what you don't know yet. This kind of preparation will provide you with a strong foundation as you head into your exam preparation.

Test/Subject: _____ Date/Time of Exam: _____ Available Prep Days: _____

MAKE A 7 DAY STUDY PLAN

READY FOR EXAMS

WHAT I KNOW:

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____

WHAT I NEED TO KNOW:

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____



MATERIALS TO COLLECT:

- ✓ _____
- ✓ _____
- ✓ _____

3 PLACES I STUDY WELL:

- ✓ _____
- ✓ _____
- ✓ _____

MATERIALS TO CREATE:

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____

STUDY ACTIVITIES:

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____