

Test Preparation

Skills Enhancement & Tutoring Center

Adapted from *On Becoming a Master Student* by D. B. Ellis and *How to Study in College* by Walter Pauk.
To do well on tests, you must first learn the material and then review it before the test. These are techniques to better understand your material:

Learning

- Take good notes in your class lectures and textbooks
- Review your notes soon after class/lecture
- Review notes briefly before the next class
- Schedule some time at the end of the week for a longer review

Reviewing

- **Take good notes, organize your notes, texts, and assignments** according to what will be on the test
- **Estimate the hours** you'll need to review materials
- **Draw up a schedule** that blocks units of time and material
- **Test yourself** on the material
- **Finish your studying** the day before the exam

Review Methods

- **Create study checklists:** Identify all of the material that you will be tested on-- list notes, formulas, ideas, and text assignments you are accountable for. This checklist will enable you to break your studying into organized, manageable chunks, which should allow for a comprehensive review plan with minimal anxiety.
- **Create summary notes and "maps."** Briefly map out the important ideas of the course and the relationships of these ideas. Summary notes should display lists and hierarchies of ideas. Creativity and a visual framework will help you recall these ideas.
- **Record your notes** and significant portions of text so you can review material digitally. Having audio of important information will enable you to study while walking or relaxing in a nonacademic environment.
- **Create flashcards** for definitions, formulas, or lists that you need to have memorized – put topics on one side of the card, answers on the other. Flashcards will enable you to test your ability to not only recognize important information but also your ability to retrieve information from scratch.

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Figuring it out together

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