

Test Taking Tips

By this time in your educational journey you have taken quite a few tests. Some you really aced, while others were very frustrating experiences. Here are some test taking tips that might be helpful.

Before the Test

- Learn the material-be prepared.
- Practice taking the same type of test so that you can concentrate on the questions instead of the test form.
- Get a good night's sleep the night before.
- Don't go into the test on an empty stomach.
 - Eat fresh fruits and vegetables.
 - Avoid processed foods, artificial sweeteners, soft drinks, chocolate, snack foods, sugar, and caffeinated beverages.
These foods often intensify stress.
- Arrive to the test early so that you aren't creating a stressful situation because you're rushing.
- Avoid people who are nervous and might cause you to become even more so.
- Don't try to do last minute review.
- Decide on a treat that you are going to reward yourself with-a movie, a swim, a walk in the park, coffee with a friend.

During the Test

- Stay positive and confident. Remind yourself that you are well prepared and are going to do well. Remember that you don't have to be perfect.
- Get comfortable. Choose a good spot to take the test with plenty of room to work.
- Preview the test. Spend a few minutes looking over the test, marking key terms and deciding how to budget your time.
- Answer the questions in strategic order. Answer the easy questions first, leaving more time for the more difficult ones. Next, answer those with the highest point value.
- Know when to guess when taking a multiple choice or matching test. Eliminate answers you know are wrong leaving fewer "right" choices.
- Don't change your answer unless you are sure of the correction since your first choice is usually correct.
- Save some time to review. Make sure you have answered all the questions-look on the backs of the pages. Check over the directions to make sure you have followed them.
- Don't try to be the first finished.
- Think about the post-exam treat that you have promised yourself.
- If you find yourself panicking try one of these quick exercises.
 - Close your eyes and deep breathe for 1 or 2 minutes.
 - Tense and then relax your back and neck muscles.

- Imagine a peaceful place.
- Engage in positive self-talk.

After the Test

- Remember that treat that you promised yourself? Go for it!
- Relax, you have earned it!
- Think back to the test and its organization and questions so that you can prepare for the next one.