



Reading Study Center  
(920) 424-1031  
N/E 201

## Strategies for Successful Exams

### Assess the Task

What type of test?  
What am I weak on?  
How much time will be needed?  
How much organizing will my notes need?  
Do I need to seek the help of the instructor?

### Set Goals

Divide into manageable units of material.  
Make mastery or fluency of the material your goal.  
Set time limits; beginning and ending dates.

### Make a Plan

Construct an overall calendar.  
Make a daily to do list based on the master plan.  
Get all non-final exam assignments done early.  
Simplify your life from other obligations.  
Identify times in your day that are generally wasted  
and use them.

### Actively Review

Select what is important to learn:  
-prioritize information.  
-anticipate interpretation or application  
questions.

Categorize or cluster ideas under headings:  
-see the connections between facts.  
-use summary sheets or other organizers.  
-focus on the “big picture.”

Recite, rehearse, and become fluent with the material:  
-if you can’t say it, you don’t know it.  
-test yourself before the instructor does.

Distribute your practice:  
-short, periodic reviews are more effective than  
one long  
review.

### Know What Works

-Study partners or groups  
-Reciting, NOT looking over  
-Self-quizzing  
-Using imagery, like charts or diagrams  
-Re-reading is generally not a good idea

**Cram Correctly**  
to memory:

lecture or

questions in the

instead of

Limit amount of info that you attempt to commit

-generally, no more than 10 pages each from

textbook.

-as a form of recitation, turn the facts into

margin.

Devote bulk of time to reciting these summary sheets

trying to learn even more information.