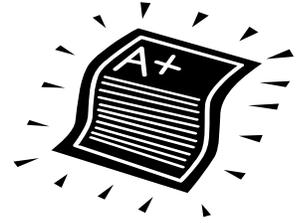


TIPS FOR SUCCESSFUL TESTING



General Suggestions

- Sleep** Get plenty of rest the night before your exam.
- Diet** Eat a nutritious meal that includes protein before testing. This may help calm your nerves and will give your brain energy to think. Avoid caffeine (coffee, tea, soda pop, chocolate, etc.) candy, greasy, heavy or acidic foods and over eating.
- Exercise** Nothing reduces stress more than exercise. An hour or two before your exam stop studying and go workout by taking a walk, go jogging, swimming, cycling or doing aerobics.

Before Testing

- 1) Don't put testing off until the last minute. If there is more than one day allowed for your exam, plan to take it early in the testing period.
- 2) Use positive personal coping statements such as, "I have studied hard and prepared well for this test.", "I will do fine.", "I can do this.", or "I will remember to stop, breathe and relax if I start to feel anxious."
- 3) Find a place on campus where you can both physically and mentally relax before taking the exam.
- 4) Arrive at the testing center in time to arrange all of the things you will need for the test without hurrying; sharpened pencils, eraser, scratch paper, bottled water and scantron if needed.
- 5) Only take the items you will need for the exam. Dealing with storing extra or unauthorized items at test time can be upsetting.
- 6) Try to avoid talking with classmates about the test or swapping questions at the door ("Was it hard?", etc.) as it may weaken your confidence and increase your anxiety, instead, concentrate on deep breathing and relaxation.
- 7) Avoid sitting next to a classmate when testing at the testing center so you don't feel compelled to finish first, not be the last one testing, or compare your progress with another student in some other way.

Taking the Test

- DON'T SKIP READING THE DIRECTIONS. Read the entire exam before beginning. Note point values so that you don't spend too much time on problems that are worth very little at the expense of problems that are worth a lot.
- Do the easiest problems first. Be sure to do your work neatly. If your work cannot be read, you will not get credit for it.
- Eliminate obvious incorrect answer options for multiple choice exams.
- For math exams, whenever possible, estimate a reasonable answer before you start a problem. When you finish the problem, check to see if your answer is reasonable. Remember to include units (ft., in., \$, etc).
- Check math answers to be sure you have finished as much as possible and your answers are clearly indicated. Use all of the time allowed unless you are sure that there is nothing more you can do.
- If you get stuck, make a note on scratch paper so you will remember to come back to the question later. Go on to another.
- Do the rest of the problems in order of difficulty.
- Go back to the problems you didn't finish and do what you can.
- When you are finished, if time permits, go back over the test to see that all the problems are answered.



Relaxation Techniques

Deep Breathing – inhale deeply, while closing your eyes, hold your breath and then exhale slowly. Repeat as needed.

Chair Pulls – sit upright with back firmly against the chair backrest, feet flat on the floor, drop arms at your side, grab the bottom of the chair seat by cupping your hands under it, and then pull up with your arms while holding the chair seat with your hands. You should feel it stretch the muscles across your shoulders and neck.