

# TEST PREPARATION PLAN

COURSE NAME:

## BEFORE THE TEST

### I. GATHER INFORMATION ABOUT THE TEST

1. What kinds of questions are expected on the test?
2. How long is the test expected to be?
3. What will the professor expect students know? What will be covered on the test?

### II. CREATE A STUDY PLAN

1. How far in advance do you think you will start studying? How will you spread out your study time?
2. List 2 active strategies that will be most successful in helping you prepare for this test:
3. Why do you think these are the most effective study strategies for this test?

III. **CREATE A CONCEPT LIST.**

On a separate piece of paper or using the “Important Concepts List” Handout, make a concept list of all information that will be included on the test.

IV. **CREATE A STUDY TASK LIST.** In the chart below, list any tasks you need to complete in order to be prepared for your test. Be as specific as possible: chapters to read, notes to review, practice tests, etc.

| <b>TASK</b> | <b>ESTIMATED TIME TO COMPLETE</b> |
|-------------|-----------------------------------|
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V. **CREATE A STUDY SCHEDULE.**

Use the “8-Day Study Plan” handout to create a study schedule that is task-oriented and timely. Each study session should have a study goal. Consider: How much time do I have before the exam? Where and what kinds of time-blocks do I have available? What are natural chunks/breaking points?

# CREATE A TEST STRATEGY

## I. MANAGE TIME

1. How many minutes will you spend on each section?
2. Which questions/problems will you tackle first?
3. Which questions/problems will you tackle last?
4. What will you do if you are running out of time?

## II. ANTICIPATE CHALLENGES

1. What will be challenging about this test? How will you handle those challenges?
2. What will you do when you don't know how to answer a question?
3. What will you do if you can't decide on an answer?