

FINAL EXAM PREPARATION – FIVE DAYS BEFORE FINALS

PLANNING

1. List times and dates of all of your final exams. If you have two or more on one day, ask your instructor if you can take an exam early.
2. Buy all necessary supplies: Scantrons, blue books, pencils, pens, Kleenex, etc.
3. Stock up on high protein food (nuts, meat, cheese, etc.) for study snacks.
4. If you have not completed all of your assignments, do the following:
 - a. Ask what needs to be done and when you are going to do it. (Write it down.)
 - b. Determine the amount of time needed to complete the assignment.
 - c. If you have more assignments than you have time, you must make priorities:
 - Eliminate less important actions when they are overlapped by other, more important tasks.
 - Complete all assignments and reading.
5. If you still have more than you can handle, do some ranking.
 - a. Ask yourself which assignment is most important to complete.
 - b. Start with the most important and number (1, 2, 3, etc.)
 - c. Estimate the amount of time it will take you to complete each assignment.
 - d. Schedule time to complete the assignment.



CLASS

1. Go to class prepared so you can ask questions.
2. Listen carefully if the instructor summarizes at the beginning or end of the lecture. (He/she will probably be covering more material than earlier in the semester.)
3. Compare your notes with other students' notes to make sure they are complete.
4. After class, rework your notes with a pen or highlighter—filling in important facts and marking items the instructor emphasized since these are possible test questions. Write down as many main ideas of the lecture as you can.

STUDY

1. Begin studying early in the day. Remember, temptations to avoid studying are stronger now than before. Talk yourself into studying before you do anything else, such as errands, laundry, cleaning your room, talking to a friend. Use these as study breaks.
2. Complete reading assignments as quickly as possible.
3. For each class, write down what you predict will be on the exam. To determine this, ask yourself what the instructor has emphasized, and what were the earlier tests like?
4. Prior to finals, the library may become a social center if you are not focused. It might be wise to find an alternative place to study.

YOU

1. You are the star performer during finals, so pace yourself. Keep to your normal routine and maintain exercise, rest, food, and sleep patterns. Don't experiment with any new drugs or "foolproof stay awake" techniques.
2. Finals are an emotional period. Roommate arguments and broken romances frequently happen. Try to maintain your relationships. Delay any confrontations until finals are over.

A note to the wise: Cheating is hazardous to your academic health (more hazardous than flunking).