

5 DAY TEST PREPARATION PLAN

Course & Exam	Target Grade	5 Days before Exam	4 Days before Exam	3 Days before Exam	2 Days before Exam	1 Day before Exam
<p style="text-align: center;">-SAMPLE-</p> Philosophy Exam Thursday 25 multiple choice questions Details important Use example test	B	<p style="text-align: center;">Saturday</p> Organize all material Determine most difficult areas	<p style="text-align: center;">Sunday</p> Study most difficult areas Read out loud Make note cards Define terms Make audio tapes SEE TUTOR	<p style="text-align: center;">Monday</p> Study rest of material Read out loud Define terms Make concept map Visit office hours	<p style="text-align: center;">Tuesday</p> Study all material Go to review session Review note cards Listen to tapes Tutor available for questions	<p style="text-align: center;">Wednesday</p> Review briefly Confirm any final questions GO TO BED EARLY

THE FIVE-DAY TEST PREP PROGRAM

5 days before a test, look over all the material – text, lecture notes, handouts – to be covered, and get *organized*.

- * **Isolate** the difficult areas that give you problems.
- * **Section** off the remaining material into organized, easy-to-handle amounts.
- * **Decide** which study tools you can create to organize and improve your review.
 - flash cards or master lists summary sheets time lines
 - comparison/contrast charts diagrams or flow charts speed-study diagram
 - mind maps (visual outlines) formal outlines mnemonic devices
 - audio tapes of important concepts NOTE: color-code ideas to improve recall
- * **Choose** which study strategies you can use for improved concentration, comprehension, and recall.
 - self-test on all chapter highlighting self-test on all chapter summaries
 - answer chapter or study guide questions self-test on all lecture notes
 - rework homework and quiz questions memorize in short, intense daily reviews
 - attend a review session predict & answer possible test questions
 - use all senses to memorize; in each review, see it, say it, hear it, write it
 - at the end of a page in text or notes, formulate test questions, answer aloud
 - recite aloud: read a paragraph or page, then look away and explain concepts aloud
 - take turns with a study partner to test each other on flash cards, etc.
- * **Write** out a 5 Day Test Preparation Plan (form on back).

4 days before the test, begin with *difficult*, problem areas.

- * Study intensively – reread a section, combine the information with lecture notes on the topic, and really put your mind to understanding it. It's not enough to recognize material; you need to be able to *produce* it. Test yourself by reciting information aloud in your own words. Explain concepts, define terms, ask and answer questions.
- * *If you can't say it, you don't know it!* Go back and study it again.
- * If you still have problems after this study session, you'll still have time to get *help* from professor, tutor, or classmate before the test.

3 days before the test, study all the remaining, *easier* material. Again, use recitation for thorough understanding and retention.

2 days before the test, study *all* the material thoroughly from beginning to end, as if the test were the next day. Put the most time and effort into studying on this day. Review the parts you know well; put more effort into the difficult areas. To simulate the test, ask yourself possible test questions or have someone else quiz you.

For essay exams, try this step-by-step process:

- * Come up with about *ten possible essay questions*, using your notes and text as sources.
- * *Outline* a brief answer to each, covering the key points you would need to make to earn full credit. Use your notes and text as if this were an open-book test.
- * Reduce the outlined answer to key words that will trigger your memory. *Memorize* those key words, using mnemonic devices like acronyms, peg words, or loci.
- * Even if you don't encounter those exact questions, you will have categorized and *organized* the course content. You will have processed the information in terms of being tested, putting it at your command and better preparing you to answer related questions.

1 day before the test, *review briefly* and get a good night's *sleep!* Over the course of five days, you will have studied all of the material three times. Sleep will help you recall and use all that you have learned.