

A, B, Cs of Test-Taking

As

- Start preparing the first day of class
 - Take complete notes
 - Ask questions
 - Reduce, organize, and review information
 - Think critically about the information
 - Study assigned readings
 - Make connections between readings and lectures
 - Distribute study
 - Network; get academic assistance
 - Review regularly

Bs

- Beat stress and improve test performance
 - Learn the material; avoid last-minute cramming
 - Get adequate rest the night before the test
 - Eat light nutritious meals before the test
 - Breathe deeply to relieve stress and maintain composure before and during the test
 - Arrive at test site early enough to get a good seat
 - Read EVERYTHING on test document BEFORE doing anything
 - FOLLOW directions
 - Question unclear directions
 - Answer easiest items 1st
 - Use the time allotted
 - Don't rush to finish—haste makes waste!
 - Proofread and correct work BEFORE turning it in

Cs

- Reflect
 - Ponder and rate test preparation
 - Rate test performance
- Determine
 - Changes need in preparation for testing
 - Your need for additional academic assistance
- Prepare
 - Begin studying for the next test
 - Evaluate effectiveness of chosen study strategies
 - Modify or change strategies
 - Drop those that did not serve you well
 - Refine effective strategies

An Essential Study Strategy: Self-Discipline

The most successful students are those who have learned to discipline themselves in regard to their management of time, effectiveness of study, and self-evaluation. These students are high achievers, yet, for the most part, they maintain a balanced life style!

Discipline is the will and the courage to keep yourself from acting or reacting in any way that can defeat the achievement of your academic goals.

It requires perseverance, determination, self-control, self-denial, sacrifice, and a myriad of other behaviors which produce positive, desirable results.

As college students, you should :

Discipline yourself to . . .

- Follow your schedule*
- Attend all classes*
- Study on a daily basis*
- Consider your priorities*
- Say, “Yes!” to what is important to your success*
- Say, “No!” to self-defeating/self-destructive choices*
- Preserve and enhance your greatest asset—YOURSELF!*
- Network with other students*
- Seek academic assistance when necessary*

- *Renew the 4 dimensions of your nature:*
 - *Physical*
 - *Mental*
 - *Social/emotional*
 - *Spiritual*
- *Be the best that you can be!*