Prepare yourself mentally

- Maintain a positive attitude
- Learn relaxation techniques
- Visualize success
- Set goals
- Use positive self-talk
- Ex. I’ll work on these math problems as far as I can and go visit the Math & Science Learning Center tomorrow evening.

What should you study?

- Notes from class
- Textbooks & review sheets
- Quizzes, tests, and graded homework

See example below for how to schedule studying for an exam:

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
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<tbody>
<tr>
<td>8:30-9:30</td>
<td>M review 1</td>
<td>M topic 5</td>
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<tr>
<td>9:20-10:10</td>
<td>M topic 1</td>
<td>M topic 3</td>
<td>M review 3</td>
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<td>10:20-11:10</td>
<td>M topic 1</td>
<td>M topic 3</td>
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<td>11:20-12:00</td>
<td>M review 2</td>
<td>M review 3</td>
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<td>1:00-2:00</td>
<td>M topic 1</td>
<td>M topic 5</td>
<td>M topic 4</td>
<td>PM topic 3</td>
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<td>2:00-3:00</td>
<td>M topic 3</td>
<td>M topic 5</td>
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<td>3:00-4:00</td>
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<td>M review 1</td>
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<td>M topic 5</td>
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<td>5:00-5:45</td>
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<td>M topic 3</td>
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<td>M topic 6</td>
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<td>6:00-7:00</td>
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<td>7:00-7:45</td>
<td>PM topic 1</td>
<td>M review 3</td>
<td>M review 5</td>
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<td>M review 5</td>
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<tr>
<td>8:00-8:45</td>
<td>PM topic 1</td>
<td>M topic 4</td>
<td>M topic 6</td>
<td>M review 5</td>
<td>M review 5</td>
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<td>9:00-9:45</td>
<td>M topic 4</td>
<td>M topic 6</td>
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Resources & Tutoring centers on campus:

Academic & Career Development Center (ACDC)
402-554-3672 | EAB 115

Criss Library
402-554-2361

Math & Science Learning Center
402-554-3643 | DSC 107

Multicultural Affairs
402-554-2248 | MBSC 112

Speech Center
402-554-3201 | ASH 185

Writing Center
402-554-2946 | ASH 150

Test Preparation & Test-Taking Strategies

The University of Nebraska at Omaha does not discriminate based on gender, age, disability, race, color, religion, marital status, veteran’s status, national or ethnic origin, genetic information, political affiliation or sexual orientation.

Information adapted from UNL First-Year Experience & Transition Programs
**Why do we need test-taking skills?**
- These skills can help you be successful as a student.
- Testing does not stop after college. You may need to take tests to keep your credentials up to date in your professional career.

**Strategies based on question type:**

**Multiple Choice**
- Answer each question in your head first.
- Read all answers before selecting one.
- Test each possible answer.
- Eliminate incorrect answers.

**True/False**
- Read the entire question.
- Look for qualifiers.
- All, most, sometimes, rarely, always, never.
- Dates, numbers, specific facts.
- Watch for negatives.

**Example** – (Aspirin is not an illegal drug. Cancel the negatives to turn it into a positive statement = Aspirin is a legal drug)

**Essay Response**
- What is the question asking?
  (Hint: Pay attention to the action verb)
- Outline.
- Get to the point.
- Write on one side of the paper only.
- This leaves space on the back to go back and write down forgotten points.

**Before the test**
- Do daily, weekly and major review sessions.
- Use supplemental material offered by the publisher.
- Create study checklists.
- Create mind map summary sheet.
- Make flashcards.
- Take a practice test.
- Get copies of old exams.
- Consider a study partner or group.

**During the test**
- Get to class on time, don’t do any last minute review.
- Survey the entire test prior to taking it.
- Take a few deep breaths and relax tense muscles- repeat throughout the test.
- Read directions carefully- ask yourself questions.
- Answer easier questions first - this will help calm you down.
- Manage your time and keep an eye on the clock.

**After the test**
- Reflect:
  o How did you feel about the test?
  o How effective were your study strategies?
  o Did you accurately predict some of the test questions?
- Review what questions you missed.
- Discuss items you did not understand with your instructor.
- Review your strengths on test taking.
- Review areas where you could improve.

**Test anxiety**

**Consider the following statements:**
- Worrying about the test distracts me from studying.
- I can’t sleep well when a big test is coming up.
- I don’t ever feel ready for a test, even if I study a lot.
- I can’t relax physically before a test.
- I "freeze" when taking tests: I can’t think and forget things I already know.
- My stomach becomes upset before important tests.
- My muscles become very tense when I take test.
- I often have panicky feelings when I have to take a test.

**Helpful weblinks to explore:**

Below is a helpful link to learn how to overcome test anxiety:
http://www.studygs.net/tstprp8.htm

Below is a helpful link to learn how to prepare yourself better for test taking:
https://www.studyblue.com/