



# Exam Checklist

For managing test anxiety

## 2 Weeks before Test

	<p>I have outlined the test material and determined approximately how much studying I will need to do. Study strategies (available on the iPause website) that I will use are:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Daily review of key concepts</li> <li><input type="checkbox"/> Making a study guide</li> <li><input type="checkbox"/> Creating tables, charts, lists and diagrams</li> <li><input type="checkbox"/> Create a notes compression of core concepts</li> <li><input type="checkbox"/> Use of mnemonic devices, acronyms and acrostics</li> <li><input type="checkbox"/> Utilizing practice materials, including textbook problems</li> <li><input type="checkbox"/> Joining a study group</li> <li><input type="checkbox"/> Alternating study environments</li> <li><input type="checkbox"/> 30 minutes of concentrated study, followed by a 15 minute break</li> </ul>
	I have started to predict <i>what types of questions</i> to prepare for based on past exam materials.
	<p>I have familiarized myself with a variety of relaxation techniques (available on the iPause website). Techniques I plan to use are:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Positive visualization and affirmations</li> <li><input type="checkbox"/> 5-9 Breathing</li> <li><input type="checkbox"/> Guided meditation</li> <li><input type="checkbox"/> Progressive muscle relaxation (PMR)</li> </ul>
	<p>I have marked in my calendar and will attend, if necessary:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Supplemental Instruction</li> <li><input type="checkbox"/> The Tutoring Center</li> <li><input type="checkbox"/> My professor's office hours</li> </ul>
	I have planned a post-exam reward.
	I know the date, time and location of the exam.

## Day before Test

	I am visualizing a positive, realistic outcome for the exam.
	I have used one or more of my preferred relaxation techniques.
	I will not have an all-night cram session. ☺
	My calculator, scantron and writing utensils, as well as any other necessary supplies, are packed where they need to be.
	I will get at least 7 hours of sleep with enough time for breakfast in the morning.

## Day of Test

	I have eaten a light breakfast.
	I will arrive to the test site 10-15 minutes early.
	I will avoid anxiety-prone classmates.
	I will use one or more of my preferred relaxation techniques.
	<p>During the exam, I will keep in mind the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Setting a pace, not rushing</li> <li><input type="checkbox"/> Eliminating obvious wrong answers</li> <li><input type="checkbox"/> Skipping the questions that throw me off for too long</li> <li><input type="checkbox"/> Outline essay questions and answering <i>what is asked</i></li> <li><input type="checkbox"/> Focusing on myself, not the surroundings</li> </ul>