



Exam Checklist

For managing test anxiety

2 Weeks before Test

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| | <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"> <input type="checkbox"/> Daily review of key concepts <input type="checkbox"/> Making a study guide <input type="checkbox"/> Creating tables, charts, lists and diagrams <input type="checkbox"/> Create a notes compression of core concepts <input type="checkbox"/> Use of mnemonic devices, acronyms and acrostics <input type="checkbox"/> Utilizing practice materials, including textbook problems <input type="checkbox"/> Joining a study group <input type="checkbox"/> Alternating study environments <input type="checkbox"/> 30 minutes of concentrated study, followed by a 15 minute break |
| | 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"> <input type="checkbox"/> Positive visualization and affirmations <input type="checkbox"/> 5-9 Breathing <input type="checkbox"/> Guided meditation <input type="checkbox"/> Progressive muscle relaxation (PMR) |
| | <p>I have marked in my calendar and will attend, if necessary:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Supplemental Instruction <input type="checkbox"/> The Tutoring Center <input type="checkbox"/> My professor's office hours |
| | I have planned a post-exam reward. |
| | I know the date, time and location of the exam. |

Day before Test

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| | 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

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| | 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"> <input type="checkbox"/> Setting a pace, not rushing <input type="checkbox"/> Eliminating obvious wrong answers <input type="checkbox"/> Skipping the questions that throw me off for too long <input type="checkbox"/> Outline essay questions and answering <i>what is asked</i> <input type="checkbox"/> Focusing on myself, not the surroundings |