



# THE EVERYTHING YOU WANT TO KNOW ABOUT EXAMS GUIDE!

So exams are coming...now what? Read through these tips to help you prepare. You got this!

## YOU CANNOT STUDY FOR EXAMS IN 1 DAY.

There, we said it! You spent all year learning the material. You need to spend some time recalling it all, practicing the material and mastering it!

### 2-3 weeks before an exam: How do I study?

- ✓ Get a study binder. Make sections for each subject.
- ✓ Make a schedule for studying. Do only 1 subject each day.
- ✓ There should be at least 1-2 days in between each subject.

Example:

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--------|---------|-----------|----------|--------|----------|--------|
| LA     | Math    | French    | Science  | LA     | Math     | French |

- ✓ Using your “Exam Review Package” create a checklist for the topics you need to know.

#### Examples:

Math:

1. Fractions,
2. Probability
3. Area/Perimeter
4. Etc.

Language Arts:

1. Double Negatives
2. Subject & Predicate
3. Rules of proof reading
4. Novel Study
5. Etc.

**Tip #1:**  
**“Space Repetition”**  
**A scientifically proven**  
**method of FORCING**  
**yourself to remember by**  
**giving yourself a day or 2**  
**to forget. It works!!!**

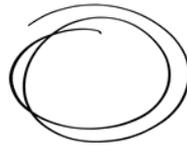
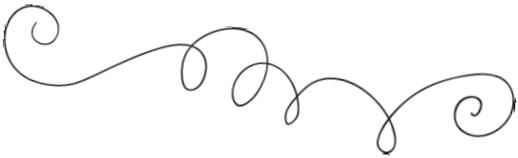
- ✓ Go through your notes and files and make sure that you have notes for all these topics.
- ✓ Re-read all your notes. Seriously read them. With a pencil.
- ✓ Write summary notes for each topic. Can you teach someone about Heat? What do they need to know?
- ✓ Make a list of the topics that you do not feel confident about...YET.
- ✓ Review the format for your exam. What kinds of questions will you be asked?

**Tip #2:**  
**Reading for**  
**studying**  
**involves a**  
**pencil or a**  
**highlighter.**  
**Not just**  
**staring at the**  
**page!**

## 1-2 weeks before an exam: How do I study?

- ✓ Make a copy of your review questions/mock exams given to you by your teacher. Save 1 copy for later.
- ✓ Complete all your review questions/mock exams given to you by your teacher.
- ✓ Check that your work is done correctly.
- ✓ Make a list of any topics that you do not feel confident about...YET!
- ✓ Create flash cards of things you need to memorize: formulas, definitions, conjugations etc.
- ✓ Practice with your flash cards.
- ✓ Make a panic doodle. This is a quick little shape or doodle or drawing (takes no more than 10 seconds to draw) that will relax, refocus and calm you down if you need it.
- ✓ Practice your doodle (1-2 times a day, not for hours, this doesn't count as actual studying)

**Tip #3:**  
**Pretend**  
**you're a**  
**teacher.**  
**Mark your**  
**own practice**  
**questions!**  
**If you can**  
**teach it, you**  
**know it!**



## The night before/morning of an exam: How do I prepare?

**Tip #4:**  
**The exam**  
**will be on**  
**paper. Do**  
**your practice**  
**on paper.**  
**Let muscle**  
**memory help**  
**you!**

- ✓ Go to bed early. Cramming DOES NOT WORK. It's a fact, no really it is!
- ✓ Have a good breakfast and hydrate well. Avoid sugar and caffeine, which will only make you crash during an exam. I'm looking at you sugary cereal!
- ✓ Read your exam notes over once.
- ✓ Read over your mock exam once.
- ✓ Do not talk to your friends about the exam right before the exam. Everyone studied differently and his or her techniques might make you stress out. They might also have the wrong answer, which can confuse you.
- ✓ Breathe deeply. Breathe deeply again. You got this!

# How to write an exam

Writing an exam is not like writing a test. It's longer, it tests more curriculum and they can be just plain nerve wracking. Here's what you need to do.

## How to #1

### **Don't panic!**

When you start an exam, it's easy to get yourself stressed out and overwhelmed right at the start. Before you open the exam, take a minute to breathe deeply. You have time!

Read through the exam and find a section that is easy for you. Start there. Then go back and try the other sections.

## How to #2

### **Budget your time!**

Have a look at the points for each question. Manage your time by looking at the points.

If the question is worth 3 points, spend about 3 minutes answering the question. If it is worth 15 points, spend 15 minutes. That's how you make sure you have enough time to answer all the questions.

## How to #3

### **Show all your work!**

Sometimes you get the answer wrong. It happens. BUT, if you can show the teacher you know the process or the formula, but simply made a calculation error, you may still be able to get some points.

NEVER LEAVE A QUESTION BLANK.

NEVER.

## How to #4

### What to do if you BLANK out?

It happens to the best of us. You tried to stay calm, you did your deep breathing but this question made you freak out.

Step 1 – recognize that you are blanking out! You know this because you have sat trying to think of the answer for longer than the points for that question. I.e. The question is worth 5 points and you have sat staring at it for 5 minutes and the answer hasn't come to you YET.

Step 2 – Doodle your panic doodle.

Step 3 – MOVE ON! Go to the next question or section. You don't have to do them in order.

Step 4 – Regroup and calm yourself down, you got this!

## How to #5

### You're done the exam. There's still time left.

HINT: You're not done until time's up!

If you complete all the questions and there is still time left, go back to the questions worth the most points and review. Have you done enough to earn full points?

Did you provide enough proof in your essay? Have you completed all the steps in the calculation?

Once that is done, go back and check the shorter questions.

Still have time leftover? Read it again!

