

World-Class Test Prep Checklist

How to use this guide: This checklist is meant to be a guide to StudyRight's 3-phase Test Prep process. We recommend printing out and checking each item off every time a test is coming to ensure you'll perform to the best of your ability.

Phase One: Know the Material

- ☐ I've attended every class
- ☐ I've taken notes in every class
- ☐ I've read all assigned reading & completed all assignments
- ☐ I've put study time on the calendar for the 3-5 days preceding my test
- ☐ I've condensed my notes into a handwritten review sheet
- ☐ I've used any returned assignments or quizzes in my review sheet
- ☐ If I need to memorize material, I've used a memory device of some sort
- ☐ If my teacher has given a review sheet, I've checked my own based on that
- ☐ I haven't trusted someone else to make my review sheet for me

Phase Two: Practice the Material

- ☐ I've chosen at least two ways to practice the material for this exam
 - ☐ Flash Cards (practiced until I know every one)
 - ☐ Chunks of flash cards (same thing, but grouping cards together)
 - ☐ Practicing through an app (Cram, StudyBlue, Quizlet, etc.)
 - ☐ Completed practice problems
 - ☐ Re-written my review sheet
 - ☐ Quizzed myself or a study partner based on review guide
- ☐ I've practiced this material at least once daily for at least 3 days leading up to my test
- ☐ If I have an essay test, I've outlined potential answers

Phase Three: Prepare Myself

- ☐ I've thought about the last test I took and how I felt
- ☐ I've identified if I am a nervous person
- ☐ I've chosen that any nerves I feel are excitement, not anxiety
- ☐ I'm going to use my excitement to propel me forward into success rather than hinder me