



DIVISION OF
STUDENT AFFAIRS
COUNSELING CENTER

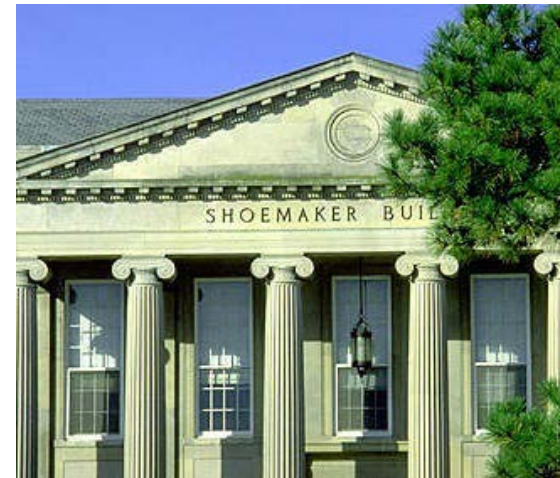
Finals: Stress Less!





Counseling Center

- Counseling Service
- Disability Support Service
- Research Unit
- Testing Office



www.counseling.umd.edu

301.314.7651



Using the index card, answer the following questions:

- How are you feeling about the last few weeks of the semester?
- How do you feel about your academic situation right now?

Workshop Objectives

To help you...



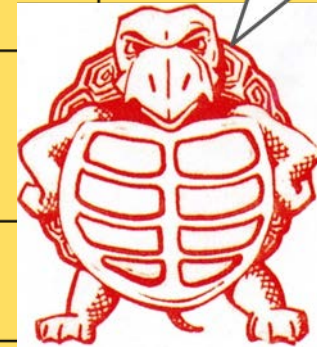
- create an exam study plan
- learn effective strategies for studying for and taking exams



Rate yourself

	Almost always (3)	Sometimes (2)	Rarely (1)	Never (0)
I go to class, keep up with homework, and review notes regularly.				
In reviewing notes, I look for main ideas and key topics.				
The night before the exam, I get a good night's sleep.				
When I get the exam, I jot down important ideas or things I need to remember at the top of the test or in the margins.				
During the test, I start with the most straight-forward questions first.				
I read every exam question all the way through.				
I attend class when the instructor reviews the exam.				

Be
Honest!



**If you earned 19 points or higher, pat yourself on the back!
You are already using some key exam prep strategies!**

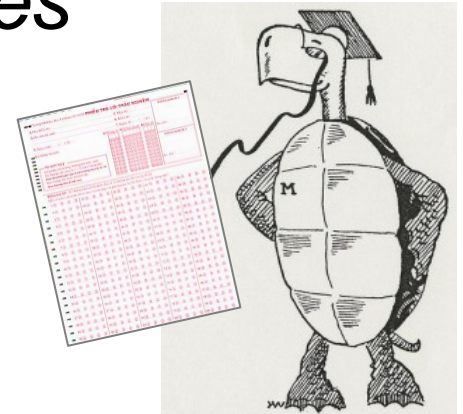


Test taking process

- Before the Test
 - *Develop a Study Plan*
 - *Use Effective Study Strategies*

- During the Test
 - *Employ Test Taking Strategies*
 - *Manage Stress*

- After the Test



Before the test

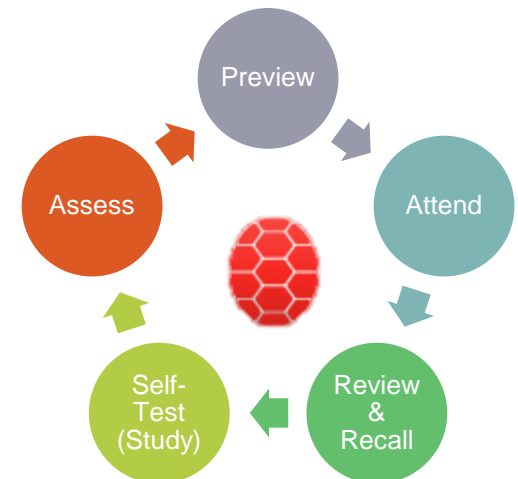
- Go to class!
 - Preview text, lecture power points, readings, etc.
 - Take notes and review them within 24 hours.
 - Find out about test (format, length, content, etc.).
 - Complete assignments on time.

- Develop a study plan.
 - Start studying 7-10 days before exam.

- Rehearse material using effective study strategies.

- Get plenty of sleep the night before exam!
 - [Importance of Sleep Video](#)

The Study Cycle




Before the test: Develop a study plan

- Develop a plan for each exam.
- Cut back on commitments temporarily (ex. work, social life, family obligations, etc.).
- Set goals for studying.
- Break tasks down into manageable chunks.
- Study when you are most alert-your “prime time.”
- Find a place to study where you can concentrate. [Library Computer Availability](#)






Before the test: Develop a study plan

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 24	25	26	27	28	29	30
		English Draft- Writing Center	Math Study Group		GVPT Exam	Maryland Day! 
May 1	2	3	4	5	6	7
Math Study Group		English Reflection Due	Math Exam 3	Lab Report	GVPT Presentation	
8	9	10	11	12	13	14
		Last Day of Class	Reading Day	Finals Week Math Final	Finals Week BSCI Final GVPT Final	Finals Week
15	16	17	18	19	20	21
	Finals Week	Finals Week	Finals Week			



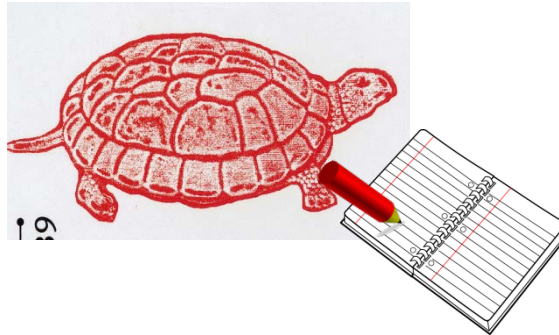
Before the test: Develop a study plan

Weekly To Do List

Course	Sunday 5/1	Monday 5/2	Tuesday 5/3	Wednesday 5/4	Thursday 5/5	Friday 5/6	Saturday 5/7
ENGL 101	Read sec. 3 Take notes	Write reflection paper draft	Writing Center- bring draft	Read sec. 4 Take notes	Edit reflection paper	Read sec. 5 Take notes	Review and annotate notes
MATH 110	Webassign 3.1 Math Success Review notes	Review notes* Class prep Review & analyze* exam1	Webassign 3.1 Begin practice exam 3	Study group Practice exam 3	Webassign 3.2 Review & analyze exams 1 & 2	Review & analyze quizzes 1-3	Webassign 3.2 Review notes Review & analyze exam2
BSCI 105	Outline ch. 5 	Do weekly assignment	Review notes Review & analyze ch.1&2 quizzes	Read article 4 Take notes	Do weekly assignment		Review notes Review & analyze ch.3&4 quizzes
BSCI Lab		Prepare Lab		Lab report			
GVPT 100	Read 50 pgs. Review notes	Read 50 pgs. Review notes	Study-use <u>Emergency Test Prep*</u>	Practice Exam	Practice Exam		
Other	Shopping	SGA Meeting	Laundry				Plan next week



Before the test: Study Strategies




- Review text, readings, power points, and class notes daily.
- Use Deep Processing approaches when studying.
- Take practice exams under exam conditions.
- Study with others – teach each other!



Before the test: Study Strategies

TABLE 1 Rote Method Makeover

Common rote strategy	New and improved strategy
Reading	
Copying definitions	
Memorizing definitions	
Copying notes	
Rereading the text or your notes	
Taking notes focused on the professor's words	
Comparing your notes with a classmate to make sure you "got everything down"	



Before the test: Study Strategies

TABLE 1 Rote Method Makeover

Common rote strategy	New and improved strategy
Reading	<ul style="list-style-type: none">• Previewing each section before you read, and writing questions• Using questions to think while you read, and to test yourself after reading
Copying definitions	<ul style="list-style-type: none">• Writing definitions in your own words
Memorizing definitions	<ul style="list-style-type: none">• Stating definitions in your own words, as though you were trying to explain the terms to someone else
Copying notes	<ul style="list-style-type: none">• Elaborating on your notes• Noting connections between your notes and your past knowledge or experience• Making connections between terms and concepts within the material
Rereading the text or your notes	<ul style="list-style-type: none">• Processing your notes or the text in different ways• Self-testing with questions you wrote or those provided in the text• Testing yourself to see if you can repeat in your own words the material you have just read
Taking notes focused on the professor's words	<ul style="list-style-type: none">• Writing down not only what is on the slide, board, or outline, but also supplementing with your own words• Marking spots of confusion and asking the professor for clarification later
Comparing your notes with a classmate to make sure you "got everything down"	<ul style="list-style-type: none">• Discussing your notes with a classmate; explaining to each other the material in your notes• Filling in any gaps with your own words

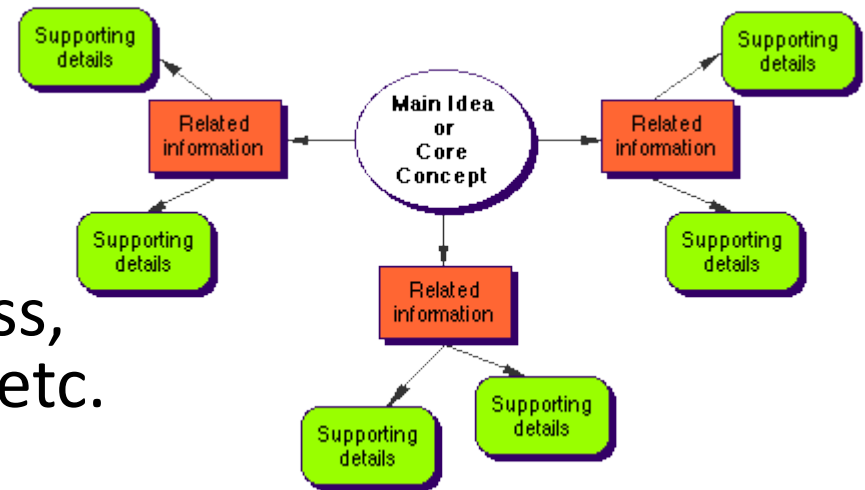
Use Effective Study Strategies

- Flashcards
 - Active way of memorizing definitions, concepts, etc.
- Rehearsal strategies
 - Webs, charts, outlines, questions/answers
- Study groups
 - If you can teach it to someone, you know it!
- Analyze old exams
 - Do this with your professor; understand your errors to fix for next time



Self Test

- **Interact with material** – Organize, develop concept maps, charts, tables, or diagrams, summarize, process, re-read, fill in notes, reflect, etc.
- **Rehearse** – Do practice problems without looking at the steps in your text or notes, boost memory with repetition, use mnemonic devices, or flash cards.





Self Test Continued

- **Elaborate** — Explain ideas aloud (to self or others), write and answer practice test questions.
- **Apply** — Challenge yourself to apply the knowledge to problem-solving, or real-world situations.
- **Retrieval** — Put material away and practice retrieval by recalling as much information as possible.





Study Groups

- An effective group has 3-4 members and meets at least once a week. Get classmates' numbers or email addresses at the start of the semester.
- Have a group leader that keeps the group on track and on task.
 - Decide as a group what material will be covered that week





Study Group Session

- **Structure of the group:**
 - In the first $\frac{1}{2}$ hour review and discuss the prior week's concepts. Bring up any confusion or share knowledge.
 - The rest of the time work on problems or questions.
 - The last 10 minutes do a quick review/summary of the session and assign any tasks or responsibilities for the next session.



Staying on track

- Avoid time wasters
 - Phone calls, Facebook, video games, friends who aren't focused
- Enlist the help of your friends
 - Tell them you aren't able to do anything until after finals and stick to it!
- Avoid negative thinking
 - You CAN do this! Believe in yourself!
- Take care of yourself
 - Get enough sleep and exercise so you don't get sick
- Reward yourself when exams are over
 - Believe that you are making a temporary sacrifice that will pay off



During the test: Test Taking Strategies

When you get your exam:

- Give yourself a mental “pep talk”!
- Carefully read the directions.
- Survey the test and budget your time.
- Do a “mind dump”-- write key definitions, formulas, key terms, at top or in margins of test.





During the test: Test Taking Strategies

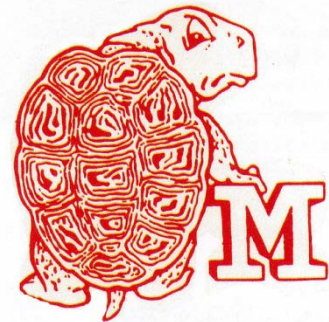
- Answer what you know FIRST.
- Translate questions into your own words and underline key words.
- *Multiple Choice Tip:* Cover-up answers and try to determine the correct answer before you read the choices. **Read all choices** before making your selection.
- Leave 3-5 minutes at the end to check for mistakes.
 - Do answers make logical sense?
 - Do they answer the question that was asked?





During the test: Managing Stress

- **Causes of test anxiety**
- **Effects of anxiety on learning and testing**
- **Be in control of test situation**
- **Positive self talk**

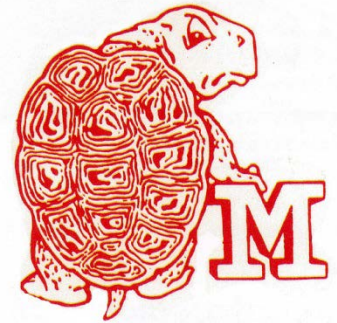




During the test: Managing Stress

Relaxation Techniques

- Deep breathing
- Tense and release muscles throughout your body
- Be aware of your Self Talk





After the test

- **Celebrate your success!**
- **Analyze Your Answers**
 - Identify the sources of your errors
 - Do you understand the material?
 - Did you make computation errors?
 - Did you show your work/follow all directions?
 - Did you study the “right” material?
- **Analyze the Test Itself**
 - Did questions come from lecture, book, homework?





After the test

- **Identify strategies for improvement**
 - Modify note-taking strategies
 - Create a study plan
- **Meet with professor or TA to go over exam or for clarification.**





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Questions?

