



# How to...



## DID YOU KNOW?

Drawing out a fact or idea, instead of simply writing it down, can help you remember it, research has shown.

# Prepare for a test

These strategies can help you feel confident about demonstrating your knowledge.

In your school, tests or quizzes may be a part of your regular classroom work. Many teachers use tests to ensure that students have accurately learned the material that's been studied. If taking a test makes you feel worried, the good news is that there are many easy ways for you to prepare and feel better before the exam or quiz. Here's how to get started.

### Be organized

Studying for a test will be easier if you organize your notes, handouts, and assignments ahead of time for each of your classes. This way, the information will be there for you when you need to review it. Consider using a separate folder or binder for each subject. You can keep them at home, at school, or in your backpack.

### Make a plan

Once you have a test date, ask an adult to help you look at a calendar and make a plan for when you'll study. This might mean committing to studying for 30 minutes for a few afternoons the week before the test. Or maybe you have more time on the weekends and want to plan extra study time then. No matter what you decide, block out the time on your calendar so you remember.

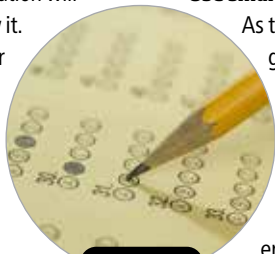
### Focus on the right material

If you have learned a lot of material, such as in science class, ask your teacher what information will be on the test. If your teacher hands out a study

guide, use that guide to help you figure out what information you need to focus on most. Next, decide how you want to review the material. Besides reviewing your notes (see box at right), you could write key concepts on flash cards to test yourself. Write the question on one side of the note card and the answer on the other. If there is some information in your notes or in the study guide that is confusing to you, highlight that part and ask your teacher for clarification when you get to class.

### Use smart strategies

As the day of the test approaches, be sure to get plenty of sleep the night before and eat a healthy breakfast on the test day. You don't want to be distracted by hunger pangs during the test! When you sit down to take the exam, give yourself a few minutes to review the entire test. You can start by answering the first question, but you can also consider working on questions in a later section that you find easier to answer. For multiple-choice questions, cross off answers that you know are incorrect. If you still have more than one answer left, move on to the next question. The correct answer may come to you later. Finally, if you finish the test before class ends, instead of turning your test in right away, go back and review all your answers to check for any mistakes. You've got this!



Take your time.

## 4 ways to take good notes

The notes you write in class are an important resource to have for studying. Here's how to take better ones.

### Focus on main ideas

Don't worry about writing down every single thing your teacher says.

Instead, focus on the main points of the lesson, including key words, phrases, and summaries.



### Add color and symbols

You can use a highlighter to go over any notes that cover the

most important points your teacher made. If there are words or concepts you want to know more about, circle them and follow up later.



### Get clarification

If you're worried that you missed a point, ask your teacher to repeat it. Or put a star or sticky note next to that information and ask about it later.



### Redo as needed

If you feel your notes are messy or could be organized better, rewrite them in a notebook or type them up on a computer. Rewriting can help you retain information better, too.

