Making Review Schedules

Test Prep

You can do it!

And Practice too!
Steps Overview

1. Take care of business along the way.
2. Read over all of your notes/materials in one sitting
3. Create a master list of content (including key terms, themes, concepts)
4. Make a Study Schedule
5. Follow your schedule
Stage 1: Read through all of your notes - several hours.
Stage 2: Creating Master lists and studying terms (2 sessions of active recall studying) - several hours
Stage 3: Short Review - 45 minutes
We will now go through the steps you should be taking before an exam.
Before You Begin

1. Get all of your notes down accurately
2. Get notes from friends for days you missed
3. Ask questions about the test or get old copies of tests, if possible.
4. Consider forming a study group
4-5 Days Before

1. Read through all of your notes and the study guide

2. Make a master list of concepts separated into key terms, key concepts, and general themes

This should take you about 1 hour per week of instruction.
2-3 Days Beforehand

1. Quiz yourself each day by trying active recall rehearsal (do this at least twice)
2. Work with cue cards and other memory techniques for difficult concepts
3. Create possible test questions and outline possible essays
4. Meet with a study group if one is formed.

Each of these sessions should be about 1.5 hours.
The Night Before

1. Read through all of your notes again quickly (the big stack) - 30 min.
2. Do an abbreviated version of your active recall information - 30 min.
3. Make your “last-minute” study sheet - 15 min. max

This should take about 1.5 hours
The Day of the Exam

1. Mentally review as you get ready for school without looking at your notes.
2. Look over your “last minute” sheet as you eat breakfast (try to avoid eating simple carbohydrates)
3. Get to class early and get comfortable (looking over your master list one last time)

Rock that test!
The start of the road:
Get good notes along the way.

5-7 Days
Make your master list

2-5 Days
Have at least 2 study sessions of active recall
Night Before

Review it all in abbreviated format

Before bed:
Read over your last minute sheet

Morning of:
Review
Be Early
COOL!
1. Fill out the worksheet on the sample mid-term exam schedule for December.