

Exam Preparation Activity Sheet

STEPS (Skills to Enhance Personal Success)

This exercise will give you a better understanding on how well you are preparing for exams throughout the semester. Indicate how important each statement is for you. Then, circle the option that better describes how often you practice it. Please be honest with yourself.

Not at all Important								Exam Preparation	Don't do	A little	Always do
Collect Information											
1	2	3	4	5	6	Have a clear schedule with all information: dates, assignments, tests, final exam...			Don't do	A little	Always do
1	2	3	4	5	6	Get familiar with the course outline /syllabus			Don't do	A little	Always do
1	2	3	4	5	6	Stay ahead with the readings			Don't do	A little	Always do
1	2	3	4	5	6	Go to class			Don't do	A little	Always do
1	2	3	4	5	6	Take valuable notes/Active listener			Don't do	A little	Always do
1	2	3	4	5	6	Know the kind of exams format (e.g. multiple choice, essay)			Don't do	A little	Always do
Study											
1	2	3	4	5	6	Spread my study out (vs. cramming)			Don't do	A little	Always do
1	2	3	4	5	6	Study in blocks of 2 to 3 hours			Don't do	A little	Always do
1	2	3	4	5	6	Plan to complete my studying 3 days prior the exam			Don't do	A little	Always do
1	2	3	4	5	6	Truly understand the material			Don't do	A little	Always do
Review											
1	2	3	4	5	6	Attempt to recall things			Don't do	A little	Always do
1	2	3	4	5	6	Apply the information to other contexts, examples			Don't do	A little	Always do
1	2	3	4	5	6	Review material often			Don't do	A little	Always do
1	2	3	4	5	6	Translate information into my own words			Don't do	A little	Always do
1	2	3	4	5	6	Find connections to previous material and other Resources			Don't do	A little	Always do

Brought to you by STEPS!
 Student Success and Leadership Centre – University of Windsor – www.uwindsor.ca/steps
 Lower Level, Dillon Hall

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