

Inventory of Test-taking Skills

	Yes	No
...maintain a positive attitude?	___	___
...make a study schedule?	___	___
...know the exam's format (e.g. multiple choice, essay)?	___	___
...use both your notes and text, separately and together?	___	___
...make a study guide?	___	___
...practice recall of information?	___	___
...(if math) practice as many problems as possible and/or take an old test?	___	___
...attend the class period immediately preceding the test?	___	___
...get a good night's rest and eat well-balanced meals?	___	___
...plan a final review the day of the exam?	___	___

In PREPARATION for the test, did you...

DURING for the test period, did you...

	Yes	No
...survey the entire test and start with the easiest questions?	___	___
...read the directions carefully?	___	___
...recall the correct answer after carefully reading the stem of a multiple choice question?	___	___
...outline the answer to an essay question?	___	___
...review the entire test before turning it in?	___	___

AFTER for the test, did you...

	Yes	No
...relax and reward yourself?	___	___

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...note the kinds of questions you missed? ____ ____

Now analyze your answers to the above questions. To which questions did you respond with “no?” How can you improve your performance in that area?