



Test Preparation Checklist		Yes	No
✓	Do I know the format of the test and what material it will be covering?		
✓	Have I made a plan for what and how I will study before the test?		
✓	Have I made my study materials visual?		
✓	Do I test myself on the material?		
✓	Have I tried to teach others the concepts that will be on the test?		
✓	Do I focus on the things I don't know very well?		
✓	Have I used a study group to go over the study guides for the test?		
✓	Do I know and use memory techniques to help me remember things for the test?		
✓	Have I looked at past tests to see if there are patterns I can improve with the next test?		
✓	I have committed to not cram and get a good sleep the night before the test.		

If you have marked “no” to any of these, that is a good place to start making a positive change. What is one thing you want to focus on to be “Test Prep Ready”?

Take the Test Checklist		Yes	No
✓	Have I taken some deep breaths to calm down and get mindful?		
✓	Did I give myself a pep talk? I've got this!		
✓	Do I have all the materials I need to take this test? (paper, notes, pencil, calculator, etc.)		
✓	Do I have paper that I can write down the things I'm worried about forgetting at the beginning of the test?		
✓	Did I read the directions so that I understand what to do?		
✓	Have I figured out how long I have for each question?		
✓	Have I skipped the questions I got stuck on to come back to?		
✓	Can I eliminate any choices that I know are not right?		
✓	Have I looked for clues in other questions that help me remember answers to other questions?		
✓	Have I answered ALL of the questions?		
✓	If I'm tempted to change my answer, can I explain why I am changing it?		
✓	Have I reviewed all of my answers before turning in my test?		

If you have marked “no” to any of these, that is a good place to start making a positive change. What is one thing you want to focus on to “Take the Test”?
