

## Crib Sheet on Preparing for, and Sitting, Tertiary Exams

- 1) **Preparation for sitting Tertiary exams will, of course, extend back over how you have worked during the respective course(s).** Attending all lectures tutorials and/or labs, writing assignments/essays, working with interested and motivated fellow-students, et al. Cramming at the end of the year is a poor approach, and, much less retention of course material will result. **If you are a crammer, then read no further...**
- 2) **Be ready, therefore, physically and psychologically...** rested, good diet, and, an academic semester, of full and consistent engagement, backing you up. Some crib sheets may useful for final reminders in the days before the exam(s), but be sure to leave them behind before entering the exam room, obviously...
- 3) **Be relaxed, and be punctual for the exam, both very important, and a pit stop made just beforehand.** Keep your own quiet company before entering the exam room, keep interaction with others to a minimum. Have a watch that you can remove, and place on the desk before you, much easier to quickly consult than the exam-room clock. Have also, all you writing gear, calculator, drawing paraphenalia, glasses, water bottle, et al, ..thus, **ensure attendance to any details that will add to pre-examination calm.** Then, just tell yourself 'I have done the work, right thru the semester', and I will now demonstrate that I have done so.'
- 4) **When time comes to read the exam paper,** ascertain the number of questions to be answered, make your choice, then make a few notes on each answer, to engage your subconscious, and generate the flow of ideas. **Most importantly, you will then have established the number of questions to be answered.**
- 5) **After short note-making on each of your chosen questions,** check your time remaining, then divide that by the number of answers to write up, then commence your writing, within an allotted time for each answer. **Bonus time remaining is then used for answering more difficult questions, and/or considered proofreading.**
- 6) **Be sure to use all of your exam time...rushing, finishing early, and, leaving the exam room prematurely, may lead to later rueful recollections, and regrets that your time was not used more wisely....**
- 7) **Be careful with overthinking any multiple-choice exam answers...usually, your first choice of answer is the correct one.** If in doubt, test your choice by reading that question back to yourself, with that particular answer. If it sounds good, then go with it. **Note that M-C questions can be deceptive, and not just posing as easy memory-joggers.**
- 8) **Note that, if you are good at academic exams, then you will be able to operate under urgency in real life,** when required to research, record, and present your findings, under time constraints. **Testing your limits at this Tertiary education stage may also help you determine you career path.**
- 9) **Good exams and good results notwithstanding, do not be complacent, be sure to continue thinking reading, and note-taking, in your vacation(s),** especially when you have more years of academic study ahead of you. Your concentration span, your thinking re your subjects, and your subconscious, all should be at optimum performance, when you begin your next semester and/or academic year.
- 10) **Note that intra-term tests may be undertaken with all of these these points and methods in mind,** and all points apply to studying at any any Tertiary Education Institution.