Knowing how to create your own study guide is helpful when a professor does not provided one or gives it out too close to the exam. A benefit of making your own is how much you learn by working with your course materials to determine what you need to know.

| Identify type of questions and type of exam | • Memorization questions—definitions, facts, figures, formulas: questions can be multiple choice, fill in the blank, matching, or short answer questions.  
• Critical thinking questions—applying concepts, identifying relationships, drawing conclusions: questions can be multiple choice, short answer, or essay questions.  
• Final Exams—questions can be cumulative covering the topics from the entire semester or just the last section of material covered |
| Gather your tools | • Syllabus and CANVAS site  
• Class notes  
• Readings—textbook(s), articles, novels, biographical material  
• Past assignments and homework  
• Past tests and quizzes |
| Determine what your professor wants you to learn | • Syllabus—read the learning objectives and relate to syllabus topics  
• CANVAS—use modules to identify major topics/themes  
• Notes—write summaries for each week on the topics covered  
• Reading—look at how reading relates to class notes  
• Past assignments/homework—use these tools help you relearn the information  
• Past tests/quizzes—identify where questions came from: notes, reading, assignments or homework problems  
• Cumulative exams—information from previous tests will mostly likely appear on a final |
| Create your study guide | • List out themes, topics, equations, theories  
• Condense the information into smaller summaries  
• Organize the topics by looking for relationships—similarities and differences  
• Provide examples |
| Learn and Relearn! | • Turn study guide topics into questions and practice answering them  
• Create visual representations of the information—see handout  
• Make flashcards or use Quizlet for memorization of details  
• Create practice tests for math with problems from different homework/book examples  
• Prepare summary sheets on key topics  
• Utilize professor and TA office hours and Khan Academy to improve understanding |