

## A General Finals game plan

Breaking down your studying into manageable “chunks” can reduce anxiety and help you focus.

1-2 weeks before finals	<ul style="list-style-type: none"> <li><input type="checkbox"/> Finish any assignments that you can do ahead of time – take-home questions, essays that aren’t due until later, laundry, etc – so that you can focus on your exams during finals week.</li> <li><input type="checkbox"/> Meet with each faculty member to determine current grade in class, and what you need on finals to reach academic goals. Plan your study strategy according to how much you’ll need to work for each class to reach goals.</li> </ul>
Last week of classes	<ul style="list-style-type: none"> <li><input type="checkbox"/> Attend all classes. Jot down times/dates/locations of any review sessions, and be sure to attend.</li> <li><input type="checkbox"/> Make sure that you know the format of finals (essay, multi-choice, etc), and what material will be covered. Be especially sure of whether they’re cumulative (cover all info from semester) or not.</li> <li><input type="checkbox"/> Organize yourself. Split the materials you’ll need to study into portions of approximately equal size and importance.</li> <li><input type="checkbox"/> Begin studying for your earlier exams.</li> </ul>
Throughout finals week	<ul style="list-style-type: none"> <li><input type="checkbox"/> Eat well, sleep, get exercise. Be very aware of staying on a schedule – it’s harder when you don’t have classes to regulate your time.</li> </ul>

### For each exam:

4 days before exam	<ul style="list-style-type: none"> <li><input type="checkbox"/> Tackle first portion of materials using your best study methods.</li> <li><input type="checkbox"/> Self/group test on material (Portion 1).</li> <li><input type="checkbox"/> Begin to predict test questions.</li> </ul>
3 days before exam	<ul style="list-style-type: none"> <li><input type="checkbox"/> Tackle second portion of materials.</li> <li><input type="checkbox"/> Self/group test on material (Portions 1-2).</li> <li><input type="checkbox"/> Continue to predict test questions.</li> </ul>
2 days before exam	<ul style="list-style-type: none"> <li><input type="checkbox"/> Tackle third portion of materials.</li> <li><input type="checkbox"/> Self/group test on material (Portions 1-3).</li> <li><input type="checkbox"/> Continue to predict test questions.</li> <li><input type="checkbox"/> Meet with study group to clarify problems &amp; predict questions.</li> <li><input type="checkbox"/> SLEEP!!!</li> </ul>
1 day before exam	<ul style="list-style-type: none"> <li><input type="checkbox"/> Quick review of readings and notes of Portions 1-3. Focus more time and energy on any areas that are still difficult.</li> <li><input type="checkbox"/> Self test on all materials. This is a good time to spend just working on your own rather than in groups, so that you’ll really be able to focus.</li> <li><input type="checkbox"/> Go over your test taking strategies for the specific kind of exam (multiple choice vs short answer vs essay, etc.)</li> <li><input type="checkbox"/> Pull together your supplies (pens, calculator, bottle of water, etc). Double-check location and time of exam. Set alarm clock. Ask friend to act as backup alarm clock.</li> <li><input type="checkbox"/> Eat well, exercise, and SLEEP!!!</li> </ul>
Before exam	<ul style="list-style-type: none"> <li><input type="checkbox"/> Try not to psych yourself out. Use positive self-talk and reinforcement.</li> <li><input type="checkbox"/> Eat a good breakfast.</li> <li><input type="checkbox"/> If you have time for one more review notes and/or difficult areas, go for it, but don’t try to cram too much and get yourself confused.</li> <li><input type="checkbox"/> Get to exam early. Spend a few minutes getting settled and visualizing success. Turn off your cell phone, put on your watch. If you’re distracted/stressed out by people talking around you, bring music and listen to it until faculty arrives to get exam started.</li> </ul>