# A General Finals game plan

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

## 1-2 weeks before finals
- 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.
- 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.

## Last week of classes
- Attend all classes. Jot down times/dates/locations of any review sessions, and be sure to attend.
- 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.
- Organize yourself. Split the materials you’ll need to study into portions of approximately equal size and importance.
- Begin studying for your earlier exams.

## Throughout finals week
- 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.

## For each exam:

### 4 days before exam
- Tackle first portion of materials using your best study methods.
- Self/group test on material (Portion 1).
- Begin to predict test questions.

### 3 days before exam
- Tackle second portion of materials.
- Self/group test on material (Portions 1-2).
- Continue to predict test questions.

### 2 days before exam
- Tackle third portion of materials.
- Self/group test on material (Portions 1-3).
- Continue to predict test questions.
- Meet with study group to clarify problems & predict questions.
- SLEEP!!!

### 1 day before exam
- Quick review of readings and notes of Portions 1-3. Focus more time and energy on any areas that are still difficult.
- 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.
- Go over your test taking strategies for the specific kind of exam (multiple choice vs short answer vs essay, etc.)
- 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.
- Eat well, exercise, and SLEEP!!!

### Before exam
- Try not to psych yourself out. Use positive self-talk and reinforcement.
- Eat a good breakfast.
- 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.
- 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.