FINAL EXAM PREPARATION

1. Divide a piece of paper into blocks, one for each course you are taking.
   ♦ In each block, fill in the following for each of your courses:
     ♦ The course name and the grade you currently have in that course (be realistic, not hopeful)
     ♦ The date of the final exam
     ♦ Identify
     ♦ Type of final exam: comprehensive, partial, etc.
     ♦ Format: multiple-choice, essay, short answer, in-class, take-home, etc.
     ♦ Level of thinking: memory, restatement, reorganization and synthesis, application, evaluation, etc.

2. Rank your finals based on their impact.
   ♦ What percentage of your grade is each worth? Rank them from most critical (exam affecting your grade the most) to the least critical.

3. List everything the final will cover
   ♦ Handouts
   ♦ Chapters
   ♦ Lectures
   ♦ Discussions
   ♦ Notes
   ♦ Additional Readings

4. List what you need to do
   ♦ Annotate chapters
   ♦ Summarize lectures
   ♦ List questions
   ♦ Turn in any work
   ♦ Write papers
   ♦ Make flashcards

5. List test preparation strategies
   ♦ Study groups or partners
   ♦ Class reviews, or self-made reviews
   ♦ Study old tests and quizzes
   ♦ Flash cards (can also be made for free online http://www.flashcardmachine.com/)
FINAL EXAM PREPARATION

6. After you know what you need to do for each class, make a study calendar and get to work:
   - Mark all exam, finals, and paper due dates on your calendar
   - Do something from your plan every day
   - Study and review for finals at least two hours each day
   - Use all of your available time, including time between classes that may usually be wasted

How to Make a 5-Day Study Plan

1. Create categories for studying such as chapters
2. Determine what to review
   - Examples: Chapter summary, textbook notes, class notes, homework assignment, and terminology.
3. Create summary notes—special notes only for materials you want to review. Examples include:
   - Lists or categories of information to remember
   - Charts that compare or contrast different subjects studied
   - Chapter outlines
   - Flash cards of categories or terminology

Sample Plan

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<td>2 – 4:00 pm</td>
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<td>Chapter 4</td>
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Questions?
Contact Brandie Blankenship at 330-888-6314 or bblank10@kent.edu

Adapted from: https://www.stetson.edu/administration/academic-success/media/Final%20Exam%20Prep%20Worksheet.pdf