

# Strategies for Taking Essay Exams

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## What can I do to prepare?

- You should be able to summarize the content that will be covered on the exam.
  - Create questions for each section of your textbook or notes to ensure you are comfortable with the material
  - Schedule your study time in advance to avoid cramming
  - Break the material up rather than trying to study all of it at once
- If your professor gives you potential essay exam questions or prompts, create an organizational and informational outline for each question.
  - Study the major points and order of each question

## What should I do during the test?

- Ask if you may use a pencil and scratch paper
  - Use this to help plan your essay, eliminating messiness in your final version
  - Create an outline before beginning your essay or write down key points to address
- Budget your time
  - Divide your time between planning, writing, and proofreading
  - Ensure you understand the task the question is presenting
  - Write the essay from your study plan
  - Spend a few minutes proofreading your work before turning it in

It can be helpful to have a friend or classmate to study with; ask each other questions about the material to see what you need to study most.

Writing information down can help solidify retention and identify the most important points.

Ask your professor ahead of time if you have any questions about the material or test.

The most important part of any essay is making sure your points are well organized and clear. Spelling and punctuation are important, but prioritize when proofreading your essay exam.

