Fitzgerald

Qualities of Successful Preparation for Information-Based Tests and Quizzes

**Learning the Material**

**Complete class work in a timely manner and hold onto it.**

* If you don’t do the work for the unit, as the class is doing it, chances are you are not learning the material well.
	+ The work was designed to help you learn the material.
* Do not “go through the motions” when you are doing the work.
	+ Always complete assigned work, do activities, and participate in discussions with the goal of learning what the work is teaching.
* Hold on to all the work. Remembering what you did to learn the material for a test helps you remember the end ideas better.
	+ Keep a neat folder with a table of contents and put the work in order behind it.

**Actively participate in class**.

When the class is going through the activities, discussing, or going over material,

* Listen to the instructor and the other students.
	+ Try to test your own understanding against the ideas of others. Do you understand what they are saying? Could you have answered the question? Would you have answered it in the same way>
* Volunteer answers to questions when they are asked.
	+ Don’t worry about getting a question right. Know that the class will support you in understanding the material. Know that others would probably benefit from an explanation, too.
* Ask questions!
	+ Any question helps everybody clarify and think more strong, whether others are answering your question or have the same question as you.

**Improve your work.**

* Use the class work, discussion, and examples of the work from the teacher or other students to improve your work.
	+ Can you get a copy of the teacher’s notes? Do it!
* You do not want to study from inaccurate or incomplete material.
	+ Make additions and corrections and keep track of them, as you should focus on them when you study.

**Studying**

**Quiz yourself.**

* You can’t just ”look over” completed work and say you are studying.
	+ Of course you know it when you are looking at it, do you know when you are not looking at it. The question is do you know it when you are not looking at it.
* Set a situation in which the question topics are there but the answer is not and try to answer from memory.
	+ Have the answers available and immediately check the answer.
	+ Note where your answer cold be improved and immediately cover the answer and try again to answer from memory.
	+ Check.
	+ Repeat. Keep at it until you are successfully answering!

**Study early and often**.

* Quiz yourself all through a unit as you get material, testing whether you are building a memory of the information.
	+ Memory is just like a muscle. Lift” the ideas each day and the memory will get stronger and stronger.
* Create questions of you own based on the material to answer.
* As soon as you the actually material for the test, start quizzing your specifically on what the teacher has said the test material will be.
* Quiz yourself every day.
	+ It doesn’t always have to be sitting at a desk or alone in your room. Quiz yourself while brushing your teeth, driving to practice, waiting for classes to start, before you fall asleep (Some studies have shown that the memory lays down stronger connections then.).