Exams are a certainty for most university students so here are a few tips on how to prepare for them.

Start revising early
Even though, throughout the semester, you will have plenty of reading to get through and assignments to complete, it’s best to start preparing for your exams from the beginning of semester.

Setting up an effective note taking system for each unit is one way of keeping track of important information that you might want to revise regularly.

As exams get closer you’ll need to work out what to revise. Try this method.

1. Go through your unit outline carefully.
2. List topics that you will need to revise.
3. Assign a number 0 to 5 system. 0 for topics you need to spend a lot of time on and 5 to those you are confident about.
4. Prioritise the topics 0-5.
5. Begin revising starting with the topics you know least about.
6. Revise difficult topics when you are most alert.

Make time to revise
- Organise your timetable to fit in revision periods.
- Turn off your phone, email, Facebook when revising.

Practising under exam conditions will test how you perform under pressure. It will also be an opportunity to test your knowledge and understanding of definitions, concepts, etc. presented in your units.

Importantly, it will also give you experience in answering questions in the time allotted in the exam.

Past exam papers show you the types of questions that might be in your exam.

You can find past exam papers for some units, but not all. Check [http://www.is.uwa.edu.au/1806252](http://www.is.uwa.edu.au/1806252) to see if past exam papers are available for your units.
Revision—What to do when

**Remember:** There may be times when you need to **memorise** definitions, new terms, procedures, concepts, etc. If this is the case, make sure you **understand** what you are memorising. It will make the task easier and help you recall these things under exam pressure.

<table>
<thead>
<tr>
<th>Long term</th>
<th>Check out unit objectives, organise and prioritise materials, find old exam papers.</th>
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<tbody>
<tr>
<td>Short term</td>
<td>Revise regularly. Focus on improving understanding. Break down large topics into smaller sections. Memorise if necessary. Use mind maps and flow charts to help you remember connections between ideas, authors, applications, etc.</td>
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<tr>
<td>Exam week</td>
<td>Focus on making sure you understand key concepts. Practise answering possible exam questions (if there are no past exams to refer to, make up your own questions). Use your mind maps and flow charts to help you remember logical connections, etc.</td>
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**Ideas for testing understanding**

After a revision session, test your understanding using the following techniques.

- **Paraphrase** or **summarise** the main ideas/concepts you have just studied.
- **Explain** relevant/important concepts, models, etc. to someone else.
- **Use mind maps** or **flow charts** to show links between theories/models/frameworks and examples using your experience, the academic literature, etc.
- **Develop your own quiz** for each topic.

**Find out about exam details. Do you know**
- when the exam is
- where the exam is
- how many marks the exam is worth
- how many questions you must answer
- how many marks each question is worth?

**Final tips**
- A bit of stress is OK but too much is counter productive. Help yourself.
- Learn and practise relaxation techniques
- Eat well
- Exercise frequently.

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