Overcoming Test Anxiety

1. **Sincerely convince yourself that you are not your test score.** A test outcome is no measure of your worth as a person. If you fail a test, you are a person who is temporarily inconvenienced and concerned about having failed. **You as an individual are not a failure!**

2. **Actively working on distinguishing between demands and preferences.** If you insist that you must succeed or be perfect, you are setting up a cycle of anxiety. If instead you deliberately substitute, "I would prefer to...", you establish the precondition for productive work.

3. **Practice “stopping”**. Intrusive negative thoughts can, with practice, be stopped. Learn to become aware of these self-defeating thoughts and thing, “Stop!” Substitute a positive thought whenever negative thoughts intrude.

4. **Practice positive imagery.** Imagine yourself in a testing situation; experience your anxiety. Feel your pulse quickening and your heart beating rapidly. Think, stop and deliberately calm your feelings. Imagine how you feel remaining calm and collected. Hold that image of confidence and imagine yourself finishing the tests feeling good.

5. **Accepting Anxiety.** Keep in mind that there is nothing innately bad about anxiety; it is a reality of life. The key, though, is to accept anxiety and utilize it to enhance your performance, generate productivity, and experience every test as an exciting challenge!

6. **Be Prepared.** Be sure to study the material and review notes prior to the test. Be on time to class and be sure to have eaten a well balanced meal prior to taking the test.
TEST TAKING TIPS

BEFORE THE TEST:
✓ Organize time in class from that day for reviews.
✓ Organize notes ASAP from every lecture and chapters.
✓ RECITE! RECITE! RECITE!
✓ Make a study checklist
✓ Don’t miss class!
✓ Complete all assignments.
✓ Try to predict and answer questions.
✓ The night before the test, review notes and get a good night’s sleep.
✓ Rely on your natural self.
✓ Think positively and be prepared and you will do well on exams.

DURING THE TEST:
✓ Arrive early to get a good seat away from distractions
✓ Bring extra pencils/pens.
✓ Pay attention to verbal instructions.
✓ Answer the easiest & shortest questions first.
✓ Use memory techniques when stuck.
✓ Leave space between answers.
✓ Look for answers in other test questions.
✓ Read the directions slowly and then reread them.
✓ Check your watch to stay within time limit.
✓ Scan the whole test and evaluate the importance of each section.

AFTER THE TEST:
✓ While memories are fresh, talk it over with your classmates.
✓ Learn from your test.
✓ Look over the questions and figure out wrong answers.
✓ Rewrite the correct answers.
✓ Study the correct answers.
✓ Talk with your instructor.