**Exam Health Check Worksheet**

*An exam “health check” is a great tool to help you review your preparations plan for future exams.*

Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Predicted grade:\_\_\_\_\_ Actual grade:\_\_\_\_\_ % of total course:\_\_\_\_\_

**Review your exam and the questions where you received full marks.**

|  |  |  |  |
| --- | --- | --- | --- |
| Question # | Type of Question | Why did you receive full marks?(can provide sample answers | How did you prepare for this type of question before the exam? |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Directions: Review your exam. List any questions missed. Check the column that best describes the reason for the missed questions. Identify factors most affecting you and plan solutions to improve your performance.**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Question # |  |  |  |  |  |  |  |  |  |
| Type of Question \* |  |  |  |  |  |  |  |  |  |
|  |  | Totals |
| Points lost |  |  |  |  |  |  |  |  |  |
| CARELESSNESS |  |  |  |  |  |  |  |  |  |
| I misread the directions |  |  |  |  |  |  |  |  |  |
| I misread or misunderstood the question |  |  |  |  |  |  |  |  |  |
| Marked wrong answer |  |  |  |  |  |  |  |  |  |
| MATERIAL UNFAMILIAR |  |  |  |  |  |  |  |  |  |
| I did not read text book thoroughly |  |  |  |  |  |  |  |  |  |
| The information was not in my notes |  |  |  |  |  |  |  |  |  |
| I studied but couldn’t remember |  |  |  |  |  |  |  |  |  |
| I studied the wrong information |  |  |  |  |  |  |  |  |  |
| I knew the main idea but needed to add details |  |  |  |  |  |  |  |  |  |
| I missed or did not understand the vocabulary |  |  |  |  |  |  |  |  |  |
| My answer did not match the question asked |  |  |  |  |  |  |  |  |  |
| I knew the information but couldn’t apply it |  |  |  |  |  |  |  |  |  |
| TEST ANXIETY |  |  |  |  |  |  |  |  |  |
| Experienced a mental block |  |  |  |  |  |  |  |  |  |
| Tired or hungry and couldn’t concentrate |  |  |  |  |  |  |  |  |  |
| Panicked during exam |  |  |  |  |  |  |  |  |  |
| TEST TAKING SKILLS |  |  |  |  |  |  |  |  |  |
| Did not eliminate obvious incorrect answers |  |  |  |  |  |  |  |  |  |
| Did not notice limiting words in question |  |  |  |  |  |  |  |  |  |
| Rushed and did not use all the time available |  |  |  |  |  |  |  |  |  |
| Ran out of time/did not budget time wisely |  |  |  |  |  |  |  |  |  |
| Did not notice double negative |  |  |  |  |  |  |  |  |  |
| I wrote a poorly organized answer |  |  |  |  |  |  |  |  |  |
| Wrote incomplete answer |  |  |  |  |  |  |  |  |  |
| OTHER |  |  |  |  |  |  |  |  |  |

 \*Type of Question: MC (multiple choice), T/F (True/False). ESS (Essay), OTH (other)

*Review and edit your exam preparation study guide. What would you do differently and why?*

**How do I use this information?**

*Consider your behaviors before and during the test. Understanding these can help you understand why you performed as you did and how you can adjust to do better on future tests.*

|  |  |
| --- | --- |
| **Check what you did before the exam** | **Check what you did during the exam** |
| * Read and made notes from the textbook
* Combined notes from text with lecture notes
* Prepared a test study guide
* Got help from instructor or tutor
* Preview assigned readings before class
* Attended all lectures
* Reviewed previous notes before the next lecture
 | * Reviewed full exam before starting any work
* Completed the easiest questions first
* Read instructions and questions carefully and underlined key words in questions
* Asked for clarification of unclear questions
* Budgeted my time based on question weight
* Skipped hard questions and returned later
* Made a brief outline for essay answers
* Used calming strategies to overcome anxiety
 |

*Re-word: for more positive, proactive language:*

Look at where you had the most difficulties from the Exam Autopsy Worksheet. Identifying where you struggled can help to pinpoint specific strategies you can use when preparing for or during your next test. Based on where you struggled the most, try some of the following approaches to improve before your next exam.

|  |  |
| --- | --- |
| **Material Unfamiliar or Test Taking Skills** | **Test Anxiety or Careless Mistakes** |
| * Attend tutoring, and/or study groups
* Keep up with material – falling behind can make you feel overwhelmed and even less motivated
* Clarify concepts by asking questions during lectures. Actively participate in class discussions
* Visit your instructor during office hours
* Seek out help from the LAC on: Note Taking, Memory, Academic Reading, Study Strategies, Creating Study Plans, Time Management
 | * Underline key words in questions and directions so you can keep track of important information
* Skip difficult questions and return to them later – your brain may need more thinking time to process the question
* Ask for help clarifying questions during the exam
* Seek out help from the LAC on: Test Taking Strategies, Handling Test Anxiety, Tips for writing Multiple Choice and Essay Exams
 |