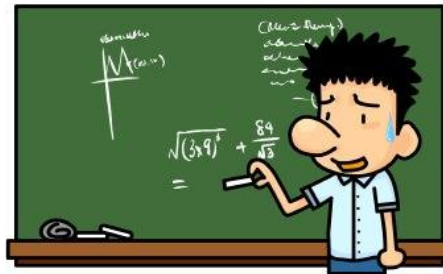


GETTING READY FOR A MATH TEST

There are many things you can do. However, there are things you should do daily so everything is in place when it comes time to study for the exam.

Taking Math Notes

- Put the date at the top of the page.
- Give the page a heading, and reference it to your textbook.
Examples: Day 2 of Implicit Differentiation or 7.1 - Integration by Parts
- A portion of your notes may be theory.
 - Put boxes around important formulas, rules or steps.
- A portion of your notes may be example problems.
 - Always write down the original problem, so you can try it again at a later date.
 - Work vertically down your note paper - keep it organized and readable.
 - Circle the final answer.
 - Do not fill up the paper horizontally. Leave yourself space to the right of an example so when you are outside of class you can:
 - List the procedures to help you do additional problems.
 - Do a similar problem to reinforce the example.
 - Write only on one side of the paper. This will not waste paper!
 - By leaving the back side blank, you have given yourself space to the left of the notes to:
 - Do additional problems from that section of the notes.
 - Rewrite important information such as formulas or rules.
- If you choose to watch an example being done rather than copy it in class, then you should:
 - Copy down the original problem and the final answer.
 - Spend time outside of class doing the problem on your own, i.e. fill in the notes that you missed while watching.
 - If you cannot get the correct answer, get some math help. There are multiple places on campus that offer math help. (*See Math Resources below*)
- Notes are more than just copying down what the instructor wrote on the board.
 - Add comments to the margins of your notes.
 - Add the questions that were asked in class and their answers.
- Flag the step that you did not follow in class and be certain to look it over later – get some math help if you cannot figure it out on your own. (*See Math Resources below*)
- Compare notes with a classmate and fill in anything that you missed.
- Compare the formulas you wrote in your notes with the formulas with the text; be sure you wrote them correctly in your notes.



Organizing Your Work

Organizing Homework

- Homework should be:
 - Organized in a 3-ring binder (flexibility to insert corrections, handouts, dividers).
 - Completed on 3-hole punched loose leaf paper (lined, unlined or graph paper).
 - Written on the front side of the paper only, so that there is space to the left of a page to put your homework corrections if needed.
- Put a heading on your homework, including section of textbook, problems assigned and date.
- Do your work neatly and be sure it is readable. Circle your answer.
- Compare your answer with the answer in the back of the text, if possible. If your answer is different, then:
 - Be sure it is not just an equivalent answer: reduce, rewrite, simplify.
 - Check to see if you wrote the *original* problem correctly.
 - Try it again; ask a classmate; get some math help. (*See Math Resources below*)
- Try everything to get your concerns addressed before the next class.
- If the instructor has time, ask your question in class, but only after exhausting all other means of getting it solved.



Organizing quizzes, tests, workshop packets and other handouts

- When a quiz or test is returned, 3-hole punch it immediately.
 - On a separate sheet of paper, redo the quiz or test questions that you did incorrectly.
 - Staple the corrections to the original quiz or test.
 - Get some math help if you still are not able to make corrections.
- Quizzes and tests can be filed in your 3-ring binder with the homework problems (i.e. chronologically) or in the back of the binder.
- Workshop packets and other handouts should be filed with the related topic (i.e. chronologically).

Math Resources

- Your instructor: This is the first person you should go to for help. Know your instructor's office hours and plan on being there to ask specific questions.
- Bates Study Center - Building 8 (College of Science), 1st floor **Mon. – Thurs. 9-8, Fri. 9-6**
- Sol Study Center – Sol Heumann Residence Hall (47-1016), **Mon – Thurs. 7-10, Sundays 2-5 and 7-10**

So, you thought this was a handout on how to get ready for a test?

*It is! By taking effective notes, organizing your homework and exams, you will have all the resources needed to study.
This is what you have to do next...*

1. Know exactly what topics will be on the exam and where to find them in your text. If you are uncertain, check with the instructor.
2. Make a practice quiz with solutions. Choose homework questions that are from the sections you know are being tested and make up a mock exam. **Be sure that you are familiar with the multiple ways a math question can be asked and that you ask it in different ways on your practice exam.**
3. Take the practice exam. Time yourself. Check your answers, and note which were incorrect.
4. Put additional practice questions on 3x5 cards and shuffle them. Be sure you can do them in any order and under a time constraint. This reduces the chance of “freezing up” on the real exam.
5. Make a “cheat sheet” of information that you wish you could bring in to the exam and be certain you know this information cold. When you go into the exam, you can write this basic information down and use it as a reference.
6. Keep a record of which topics you know thoroughly and which require more practice.
7. Now practice more!

