

General Points for Exam Preparation

Dear Friends,

I'd like to share some of the tips/suggestions connected with Exam preparation. These tips/suggestions are very general in nature and very easy to implement and you may use them for any kind of exam preparation. These tips/suggestions are based on my personal observation and not copied from here and there. Sincerely hope that these tips/suggestions would be of some help in your exam preparation.

1. Figure out your mistake or reason for low marks, if any, in the previous Examination and promise yourself to avoid them in your next exam.
2. Focus on your Study and Goal. In short your vision towards your future must be crystal clear.
3. Plan your revision schedule as early as possible and follow the same honestly and keep reviewing it and make necessary changes as and when necessary.
4. Invest your time in Exam oriented discussion. There are two advantage of this activity:
 - i. You may discuss your problems during such discussions and resolve them quickly in the early stage.
 - ii. These discussions will also help you to focus on your goal.

5. Work out on your presentation skills as your presentation and writing skills play an important role in your exam success.
6. In examination hall length of answer plays an important role due to time factor. Keep this factor in mind and plan your answer accordingly.
7. Mental strength is very important. So prepare yourself mentally and physically for Examination cum War.
8. **Very Important Revision Tips:** What you prepare on Monday try and recall it on Tuesday without using books. If you are able to recall 60%-70%, then you are 100% going to succeed in this examination. Again try to recall the same after the gap of 2-3 days.
9. **Use abbreviation method.** If you have 10 points to remember in a question give them a certain abbreviation and remember that abbreviation. This technique is really very helpful. Just try it.
10. Stay away from Time wasting and unproductive habits. At least during exam times.
11. Prepare a list of questions which you consider tough or a bit time consuming. Prepare a handout yourself with solution of these questions and give them a reading on regularly basis with a time gap of 2-3 days.
12. Prepare a list of frequently asked questions asked in the previous examinations and practice/revise them properly.
13. Give a little bit time to every subject per day. Try and increase your study time day by day.
14. After a certain time (close to exam) do not add any new topic in your schedule. Just focus on revision-revision and revision.

15. Stop collecting different notes per day. Try and figure out the notes which are relevant for you and support your style of study. Only use them for exam purpose.

16. Take very good care of your health. Consider your health as a subject. Remember if you fail to perform well in this subject you are going to fail.

Best Regards

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