



## Assignments and Exams



### Exams checklist

This checklist is aspirational – even the most successful students won't be able to tick every box so don't worry if you can't either.

#### One week before the exams:

- I have completed my learning and have created good sets of notes for each exam.
- I will dedicate the next week to revising and consolidating what I know. I have put together a revision schedule for the coming week.
- I have also scheduled in some rest and relaxation time this week. I understand that studying to the detriment of everything else is not healthy or helpful.
- I know the date, time and venue for each exam, and have designed my revision schedule around my personal exam timetable.
- I have downloaded relevant past papers for each of my upcoming exams, and will focus on practicing answering exam questions this week.
- I know the format of each exam, and will work on a time management plan for each exam.
- I have read NUI Galway's Exam Regulations and know what I can and can't bring to the exam hall.

#### The day before the exam:

- I have everything that I need for the exam – student ID card, pens, pencils, ruler, calculator, and any other permissible materials.
- I plan to get a good night's sleep and have set a reliable alarm (or alarms!) for the morning.
- I know what time I need to leave home tomorrow in order to get to the exam venue with plenty of time to spare.
- I understand that I won't learn any new material at this stage, and am just going over what I know.



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### The day of the exam:

- I have eaten a healthy breakfast and I am drinking plenty of water.
- I am using breathing and relaxation techniques to help me cope with any anxiety that I feel about the exam.
- I have looked over my notes and my time management plan one last time and am trying to stay positive.
- I will try to avoid negative conversations with classmates in advance of the exam – I know that ‘exam stress’ can be contagious.
- If I ‘go blank’ during the exam, I won’t panic. I will trust that the information that I need will come back to me in a few moments.
- I will avoid ‘post-mortem’ conversations after the exam – I know that these just create anxiety about things that I can do nothing about.

### After the exam

- I have reflected briefly on what worked well and what didn’t work so well for me in this exam, and know what I might do differently next time.
- Regardless of my exam result, I will meet with my lecturers on Consultation Day (after semester 2 exams) to review my paper and seek feedback.