



Chance favors the prepared mind.

# 8 TIPS TO HELP ACE YOUR EXAM



## 1. PRACTICE, PRACTICE, PRACTICE

Try practicing in a simulated testing environment with the practice exams. Limit distractions and time yourself. It's important to familiarize yourself with the exam environment so that you'll feel more comfortable.



## 2. JOT IT DOWN

Once your exam begins, write down important formulas, facts, definitions, and keywords on your scratch paper so that you won't worry about forgetting them.\*



## 3. USE YOUR TIME WISELY

Practice good time management by regularly assessing your use of time during the exam. The time remaining will be displayed on the screen. Remember that Part B of the exam includes more in-depth questions, so you may need more time to complete them.



## 4. READ CAREFULLY

If you're having trouble picking between two answers, look for modifiers such as some, most, the majority, few, all, and so on. This sometimes will determine if a statement is true.



## 5. DON'T PANIC

If you're struggling with a question, skip it and move on. The Institutes exams include a feature that allows you to flag a question and come back to it later.



## 6. ANSWER EVERYTHING

If you leave a question unanswered, you're guaranteed to get it wrong, so take your best guess on any questions you're unsure about.



## 7. DOUBLE CHECK

If you have time after finishing the exam, go back and check your answers. Don't worry about the people around you and whether they've already finished the exam.



## 8. DEEP BREATHS

If you feel anxious, practice relaxation techniques, such as maintaining good posture, taking deep breaths, and keeping a positive mindset.

\*For some exams, some formulas and resources will be provided via the References tab. You can find out whether you'll be provided any resources during your exam in your course guide.