



More Skills. More Success.

## Preparing For Final Exams - Action Plan

### Part 1: Preparation

The time to start preparing for your final exams is to start at the beginning - from the first day of class. You need to know how much your final exam is worth (this could be a percentage or a point value) and what type of final exam it will be. Is it a cumulative exam (covers everything from day 1) or will it only cover information since the last exam? Is it True/False, multiple choice, short answer, essay or a combination?

Review your course syllabi now and complete the first two bullets for all of your classes. Then right before your final exam, calculate your current grade in the class and write it in the third bullet. This will give you a good overview of what your current standing is for each class and what will be covered on your final exam.

**Complete the following for each class you are taking:**

**Class 1:** \_\_\_\_\_

- Final exam is worth \_\_\_\_\_
- Final exam is going to be \_\_\_\_\_
- Current grade or points earned in your class \_\_\_\_\_

**Class 2:** \_\_\_\_\_

- Current grade or points earned in your class \_\_\_\_\_
- Final exam is worth \_\_\_\_\_
- Final exam is going to be \_\_\_\_\_

**Class 3:** \_\_\_\_\_

- Current grade or points earned in your class \_\_\_\_\_
- Final exam is worth \_\_\_\_\_
- Final exam is going to be \_\_\_\_\_

**Class 4:** \_\_\_\_\_

- Current grade or points earned in your class \_\_\_\_\_
- Final exam is worth \_\_\_\_\_
- Final exam is going to be \_\_\_\_\_

**Class 5:** \_\_\_\_\_

- Current grade or points earned in your class \_\_\_\_\_
- Final exam is worth \_\_\_\_\_
- Final exam is going to be \_\_\_\_\_

Part 2: What are the 5 stages of preparing for final exams

- 1.
- 2.
- 3.
- 4.
- 5.

**Think about how you can apply these strategies to your classes.**

**Which of the stages do you need to work on or improve the most? And what action steps will you take to improve in this area?**

- Need to improve \_\_\_\_\_
- Action steps I am going to take include:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

**What can you do if your final grade is lower than you expected?**

### Part 3: The A,B,C's of Final Exam Success

**Using the A, B, C's of final exam success, write your own quote or your own desires as they apply to you and to your final exams.**

- Attitude
- Behavior
- Commitment

What things could you have said or done differently based on the strategies that Dr. McGuire suggests?