

HAMPTON UNIVERSITY STUDENT COUNSELING CENTER

TEST ANXIETY CHECKLIST

Do the following things to prevent undo anxiety - a little bit of nerves is to be expected. Some items will be checked off before the test, and some afterwards. Of course, the #1 anxiety manager is regular class attendance and participation, quality study time and effort, and turning in all work on time throughout the semester.

SUCCESS THINKING

Think of test time as an opportunity to strut your stuff and show yourself and professors what you have learned.

Picture yourself taking the exam and doing well on it.

Make a list of relaxing and confidence building statements and have practiced them regularly (“I am a good student; I am relaxed and calm; I know this material!”)

Turn off your phone while you are studying and taking tests.

RELAX YOUR BODY AND MIND

Practice relaxation – slow breaths starting from your diaphragm, filling; your chest lungs all the way to under your shoulder blades to a count of five, hold for a couple of seconds, and blow out slowly to count of 5-7. Imagine you are doing your best on the exam. See yourself looking over the test, writing answers, smiling and feeling calm.

Do this a few times a day for a few minutes. Do it before (and during if necessary) the test.

PREPARE TO LEAVE YOUR ROOM AND ARRIVE AT THE TEST OPTIMALLY

Get your materials together, packed in an orderly fashion the evening before the test.

SLEEP the night before the test (if you must cram, do so two nights before the test).

Eat a light meal an hour or so before the test so that your brain and body aren't busy digesting food when you need it for the test.

__ Turn off your phone just before you leave your room to take the test. Instead of talking or texting, etc., spend the time walking or driving doing relaxation breathing, singing, dancing, praying, empowering / building yourself up to do well.

__ Arrive in good time, but keep to yourself and avoid entering the classroom until just as the professor walks in (so you don't have to hear others' last-minute panic!), or sit quietly in a seat that avoids distractions, including drama-kings and queens and cheaters. Do some relaxation breathing and empowering visualizations.

__ Assure yourself you will do your best on the exam. See yourself looking over the test, writing answers and feeling calm.

__ Tell yourself, "If I start to feel nervous, I will put my pencil down and make calming, positive statements while practicing my relaxation for a minute or so."

ENJOY TAKING THE TEST

__ Listen carefully to the instructions from the professor and read the test instructions carefully.

__ Circle or underline key words in the question.

__ Read the question carefully to avoid misinterpreting what is being asked.

__ Do the easier questions first then do the more challenging questions.

__ Allow yourself the entire test period to finish the exam.

__ Never leave a question blank, give it your best educated guess, blank answers receive no credit.

__ Proofread your exam, check for errors. BUT DO NOT CHANGE ANSWERS THAT YOU WROTE IMMEDIATELY AND CONFIDENTLY.

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