

<p style="text-align: center;"><u>Steps for Problem Solving</u></p> <ul style="list-style-type: none"> <li>■ <u>Understand the problem.</u> What are the “givens”? What are the assumptions?</li> <li>■ <u>Devise a plan.</u> What equation or formula will describe the situation?</li> <li>■ <u>Carry out the plan.</u> Follow the assumptions you made and the rules of mathematics carefully and step by step.</li> <li>■ <u>Check the solution.</u> Does this answer make any sense?</li> </ul>	<p style="text-align: center;"><u>Before the Test</u></p> <ul style="list-style-type: none"> <li>■ Be organized. Know what is on the test.</li> <li>■ Begin reviewing several days in advance.</li> <li>■ Use flashcards. Make mental connections instead of just memorizing. Try drawing a mental map of test topics.</li> <li>■ Keep healthy routines for eating, sleeping, exercising, working, studying. Practice relaxation techniques.</li> <li>■ Study under conditions similar to the test. Make your own practice test.</li> <li>■ Use every resource: Book, online material, teacher office hours, study in the math lab, study partner.</li> <li>■ Take notes from the book. Try the two-column note taking technique.</li> <li>■ Keep an organized notebook.</li> </ul>
<p style="text-align: center;"><u>During the Test</u></p> <ul style="list-style-type: none"> <li>▪ Write neatly and you will think neatly.</li> <li>▪ Do the easy problems first.</li> <li>▪ Stay present and focused, don't be distracted by negative thoughts of the past or future.</li> <li>▪ Show all your work, don't skip steps.</li> <li>▪ Be very organized, use separate sheets of paper if possible. If your writing gets cramped in a small space, the chance of error increases.</li> </ul>	<p style="text-align: center;"><u>After the Test</u></p> <ul style="list-style-type: none"> <li>▪ Congratulate yourself on the accomplishment. Notice the progress that you have made.</li> <li>▪ When you get the test back, make sure to learn from the mistakes. Do corrections right away on a separate sheet of paper. Mistakes are an opportunity to learn about what you need to learn.</li> <li>▪ Notice the problems you got right, not just those you got wrong.</li> <li>▪ Remember it takes time to make real progress.</li> </ul>

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|  | <ul style="list-style-type: none"><li>▪ Everyone needs a break from time to time.</li></ul> |
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