Preparing for exams

ANU Library Academic Skills
ANU Counselling Centre
We acknowledge and celebrate the First Australians on whose traditional lands we meet today, the Ngunnawal and Ngambri peoples, and pay our respect to elders past and present.

We acknowledge and respect their continuing culture and the contribution they make to this city and the ANU.
Before

During

After
Before
Preparation is key
Find out the ANU rules

• Where and when are exams held?
• What if I’m sick?
• What if I need special assistance?
  • [www.anu.edu.au/students/program-administration/assessments-exams](http://www.anu.edu.au/students/program-administration/assessments-exams)
  • Prepare for online exams, consult the Proctorio FAQs:
    • [https://www.anu.edu.au/students/program-administration/assessments-exams/proctorio-faqs](https://www.anu.edu.au/students/program-administration/assessments-exams/proctorio-faqs)
Find out all you can about your exams

• Consult your class summaries, Wattle sites, and convenors to learn:
  • What type of exam?
  • What type of questions?
  • Online or in person?
  • How long?
  • What’s it worth?
Semester planning

anu.edu.au/academicskills
Summarising and note-taking...

Apples are better than oranges. **Dietary**

The importance of fruit as part of a healthy diet is well accepted and encouraged by health professionals. Current dietary guidelines promote the daily consumption of fruit to assist in the prevention of cancer (Cancer Council of Australia, 2014), cardiovascular disease (National Heart Foundation of Australia and other chronic and degenerative diseases (Department of Health). While there is much to be learnt about the chemical composition and dietary advice, it is clear that some fruits are more beneficial than others. There is no doubt about the need to encourage fruit consumption. Understanding the differences between fruits in terms of nutrient, taste and sensory impacts, and dietary advice. This may require the re-evaluation and justification of the current fruit consumption patterns. When choosing fruits, it is important to consider their nutritional value, taste, and availability. In terms of vitamin and minerals, apples and oranges are of equal nutritional benefit. 

**Vitamin and minerals are considered nutritionally important, other vitamins are more directly related to benefits in terms of cancer and heart disease prevention, and there are reports of some direct positive health outcomes.** Which is why oranges contain a lot of vitamin C, while apples contain a lot of pectin and fiber. Oranges are also known to contain higher amounts of potassium, magnesium and phosphorus with oranges containing slightly more (Crawford, Miligan & Twigg, 2007, p. 106; Crawford). Overall, in terms of vitamins and minerals, apples and oranges are of equal nutritional benefit.

Having a variety of fruits to choose from and consume fruits will encourage more consumption and it is here that apples have a clear advantage. Although both apples and oranges can be dried and eaten, apples are more popular in both forms. Apple is a popular fruit in Australia, in particular it is its taste for many other types of fruit. Apples are popular in both raw and cooked form, being used as a base for many other dishes (Woodrow, 2013). However, by contrast, the term is not used in a literal sense in the cooked form (Winter & Davidson, 2014). This versatility makes apples an ideal fruit choice as they can be adapted for a variety of dishes.

In order to gain the health benefits from eating more fruit, fruit must be readily and easily available and consumed in general better in this manner than oranges. Although apples are not very drought tolerant and prefer cooler climates, they are grown in many countries around the world (dietary apples). All apples, however, are generally lower in seed and have been used as a base for many other dishes (Woodrow, 2013). The term is typically used in a literal sense in the cooked form (Winter & Davidson, 2014). This versatility makes apples an ideal fruit choice as they can be adapted for a variety of dishes.

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Cornell note-taking system

Cue column: for comments/definition s/connections/items for follow-up etc

Notes section: Add in notes where the slides aren’t clear. Underline, asterisk, circle

Summary section: what was the key message/theme of the lecture?
Self Care

The Healthy Mind Platter

SLEEP TIME

PHYSICAL TIME

FOCUS TIME

TIME-IN

DOWNTIME

PLAYTIME

CONNECTING TIME

The Healthy Mind Platter for Optimal Brain Matter

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Closer to the exam
Create an exam study schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
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<th>Wednesday</th>
<th>Thursday</th>
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Some revision techniques

- Revisit your notes from the semester
- Create summary sheets to consolidate your notes and your learning
- Library website has some past exam papers:
- Course textbook practice questions
- Create your own questions and quizzes
  - [https://quizlet.com/](https://quizlet.com/)
- Form peer study groups to quiz and support each other’s learning
What is a successful revision activity that you have used before?
Make an exam plan! • Based on what you know about the exam:
  • Allocate approximate time for each section/question
  • Consider your plan of attack for each question type
  • Allow reading and planning time
Sample plan for 3 hour exam

<table>
<thead>
<tr>
<th>question type</th>
<th>value</th>
<th>total time</th>
<th>approx. time per question</th>
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<tbody>
<tr>
<td>30 multiple choice</td>
<td>30%</td>
<td>45 mins</td>
<td>1½ mins</td>
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<tr>
<td>10 short answer</td>
<td>30%</td>
<td>50 mins</td>
<td>5 mins</td>
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<td>1 essay</td>
<td>40%</td>
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<tr>
<td>Time to review answers</td>
<td>-</td>
<td>20 mins</td>
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Be flexible with your plan – in case of nasty surprises!

What approaches have you used to complete exams in the past?
ANU Counselling Talking Tips and Mental Health Resources

Getting help at ANU


Counselling website

http://www.anu.edu.au/counsel

Exam anxiety – information


Managing exam anxiety – podcast

https://soundcloud.com/user-273047072/managing-exam-anxiety/s-1y2U5

These resources will teach you how to recognise useful anxiety and how to "wrangle" the unhelpful; enhancing your optimal performance during exams.

There are also general anxiety management tips and strategies explored that may be of help during exam situations.
During
What not to do!

What to do!

• Answer every question
• Ensure every answer is on point
• Use all the time allocated
Read carefully and stick to the question

• Sample short answer question (Archaeology):

• You are interested in excavating a shell midden in South Australia. Who might you need to consult before you could implement such a task. Why?
Using your time

• Be strategic and use your time effectively:
• In which order will you answer the questions?
  • Will the 3 pass method work for you?
    • 1st pass: the ones you know for sure
    • 2nd pass: the ones you think you might know
    • 3rd pass: the ones you have to guess at
Linear online exams

• Check the format of the exam with your course convener

• If it’s this type of exam, be prepared to work within these limitations

• Be strategic with your time management: give difficult questions as much time as feasible
Tips for sitting online exams

• For guidelines on sitting online exams, consult the Proctorio FAQs: https://www.anu.edu.au/students/program-administration/assessments-exams/proctorio-faqs

• Do much of what we’ve already discussed, e.g. keep to time, use all the time available, answer concisely and on point

• In addition:
  • Create an optimal work space
    • Comfortable, well-lit, free from distractions, reliable internet
  • Disable notifications on your computer/phone and close other programs
  • Use note paper to brainstorm, jot down thoughts and ideas, and keep a record of unanswered questions
After
Reflection

• How useful were your notes?
• Did you use the best revision strategy?
• Was your exam plan successful?
• What was your worst experience and what did you learn from that?
Celebrate!
How will you celebrate?
Questions?
ANU Counselling

➢ Free Counselling Sessions
➢ No referral required
➢ Confidential
➢ Professional
➢ Face to face and Zoom
➢ Next Day Appointments – every week day
➢ Group programs
➢ Web resources

To make an appointment:
• T: 02 6125 2211 (on Tuesdays, book online only)
• Level 3, Health and Wellbeing Building 156, Kambri – next to Club Lime
• General enquires -E: counselling.centre@anu.edu.au
• http://www.anu.edu.au/students/contacts/counselling-centre
ANU Counselling

• Sem 2 Groups: single sessions and 3-4 weekly groups
  • On campus and via Zoom – Free
  • Group programs and workshops – ANU
  • Sleep, everyday mindfulness, procrastination and motivation

• ANU Wellbeing and Support Line: 24hr support
  • Phone (voice calls only): 1300 050 327
  • SMS Text message service: 0488 884 170
ANU Academic Skills
Helping you to achieve academic success!

Peer Writers
• Ask us a quick question
• 10-15 min drop-ins
• Face-to-face or via Zoom
• During semester, Mon–Fri
  11am to 1pm

Writing Coaches
• Check you're on the right track
• 30 min booked appointments
• Face-to-face or via Zoom
• Written feedback also offered
• During semester, Mon – Fri
  10am to 4pm

Learning Advisers
• Excel in your research writing
• 45 min booked appointments
• Face-to-face or via Zoom
• Written feedback also offered
• Throughout the year, Mon – Fri
  10am to 5pm
THANK YOU

Contact Us

ANU Library Academic Skills

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anu.edu.au/students/academic-skills
anulib.anu.edu.au