

Tips on Taking Essay Exams

1

Read the directions and all the questions before you begin writing.

If provided, check the grading rubric so you know where to focus your time.

2

Mark your exam sheet.

Circle or underline important words. Jot down a brief list of ideas you want to include in the answer.

3

Plan out your time for each question.

Be sure to include enough time to read over your answers.

4

Leave off the introduction.

You do not have time to create a typical five paragraph essay.



5

Put your answer at the beginning of the essay.

Be sure to reflect the question in your first sentence. (e.g. "Four mnemonic strategies that students can use to help recall information for an exam include...").

6

The majority of the essay should provide support for you answer.

Use evidence and avoid including your personal opinion.

7

Use a recognizable organizational pattern.

Examples include: Decreasing importance, chronological, process, compare & contrast.

8

Use transitions.

This makes your essay easier to follow. (e.g. "The *first* mnemonic is...").

9

End with a summary sentence.

