1. **Arrive on time.**

2. **Read the problems carefully.**

3. **Do the easier problems first.**

4. **Get partial credit.** Show plenty of work. Do not leave a problem blank, instead write down something you know that is related to the problem. Also, if you can tell your answer came out wrong, briefly state how you know it’s wrong: That shows more understanding than if you stop with the wrong answer.

5. **Don’t erase in panic.** Draw a single line across your work instead.

6. **Don’t leave early; check your work.** “Never, never, never (that’s right, never) leave an exam early,” says the *Guide*. [Your calculator sometimes comes in handy when you check your work.]

7. **Go over the exam when it’s returned.** You want to understand your mistakes so that you don’t make them again. [This goes for quizzes and homework, too.]

* [**Don’t waste time using your calculator.** Very few if any of our test problems are designed to be solved using a calculator. You can usually solve test problems more efficiently by hand.]

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