
End of Semester Checklist**1. Maximize potential marks**

Any marks that you can still pick up will take pressure off of you for the final exam

- Refer to the syllabus and determine current assignment due dates
- Determine what any overdue assignments are worth
- Ask the instructor/professor what you may still hand in late
- Complete any assignments that are still worth marks

2. Gather resources

Get everything together so you know how much there is to do

- Refer to the syllabus for what the exam will cover
- Gather assignments, midterms, and notes
- Find notes for any missed lectures
- Mark chapters in the text that apply
- Divide notes and assignments into sections
- Schedule time for each section and for a final review

3. Review material

Divide material so you can focus and not become overwhelmed

- Study the notes and assignments for a section
- Read introductions and summaries for chapters in that section
- Look at the diagrams and review questions in those chapters
- Create a simplified study sheet with the main points for the section
- Study the midterm
- Move on to the next section and repeat
- Look at the simplified study sheets
- Identify areas of weakness and cover those sections again

Memorization Techniques

Lists – Write these out in order repeatedly. Create an acronym. If you can remember the order, it will be easier to remember the specific items on the list. Flashcards work well for grouped lists.

Cycles – Draw it out. If you can make the diagram you know all the parts, which include knowing the cycle.

Definitions – Make flashcards of independent definitions. When you know a card, put it in a different pile and keep cycling through the ones you cannot recall. This will help you focus on learning new material and not waste time on things you know already.

Diagrams – Cover up the labels with sticky notes, and see if you can get them right. Alternately, draw the diagram yourself. Memorize as a list of components, and work out where to place them.

Theories or Concepts – The easiest way to describe theories and concepts is with an example; this is probably how you learned it in the first place. Remember any assumptions and frame the explanation as an example that you can easily recall.

Identifying Important Concepts

Did your instructor/professor mention a concept twice or take a lot of time to explain something? If so, they really want you to understand it and will probably test you on it to see if you were listening.

Has something come up in both the lecture and the lab? Did enough people get a midterm question wrong that the instructor/professor later took time to clarify in class? These are things that may be important.

Your notes are usually the concepts that should be studied the most. Sometimes instructors/professors will allude to something they want you to look up in the text yourself.

Other Study Resources

Textbooks often have quizzes to test if you are retaining information. There are also convenient summaries and review questions in the book.

Working with others while you review can help. They may understand part of the notes that you do not. Explaining a concept to someone else will help you learn it.

Creating your own quiz questions can help put yourself in the same mindset as your instructor as they create questions for your exams, which can help highlight which concepts might be important. If you find a study partner, you can trade questions with each other.