

Exam Tips

Exam preparation

- Make sure you know the products, instruments and techniques covered in the syllabus.
- Whenever possible, read round the subject - particularly current press coverage - to broaden your understanding
- Don't just read, think about the issues and use your own practical experiences
- If possible, study with others and discuss the issues as this can help identify and fill any gaps in your knowledge
- Test yourself by answering questions in the study packs
- If Examiner's Reports are published, read them carefully as you could learn from the mistakes of others
- Make sure you are familiar with the [calculator](#) for your exam

- Check that you know where and when your exam takes place
- Make sure you read the [exam day information](#)
- Make sure your watch is working
- Make sure you have a good night's sleep
- Allow extra journey time: arriving in good time will make you feel less stressful
- Wear comfortable clothes, layers if possible, so that you can adjust your clothing to the temperature in the exam room

During the exam

- Listen to the Invigilators' announcements
- If you are given an answer book, make sure you complete the personal details as instructed
- If you need to attract the attention of an invigilator, raise your hand
- Plan how much time to spend on each question. You can always come back to a question if you have time at the end. In multiple-choice exams, you normally have just over a minute per question. In narrative exams, the maximum points are given for each question and this is a good guide to how much time you should spend before moving on
- Read each question carefully and think before you answer! It is easy to overlook or misread a word and consequently make a silly mistake
- Write clearly. While you will not be judged on your handwriting, if the Examiner can't read your answer, you can't be awarded marks
- [CBT Exam tips and techniques](#)
- [Narrative exam tips and techniques](#)

At the end of the exam

- Allow some time before the end of the exam to read through your answers and correct any mistakes you spot
- Make sure you have completed all the necessary details on the answer book and that all your work has your candidate number so that it may be identified Hand all your papers to the invigilator. If you take papers away with you when you shouldn't have, you will be disqualified