

## Tips for Taking an in Class Essay Exam

- Preview all the possible essay questions (note you may have a choice as to which ones to reply to).
- Budget your time to determine how long you should be spending on your response. This is especially crucial if you have more than one essay to write or if there were other sections to the test.
  - Wear a time piece or have clear view of the clock.
- Jot down a quick outline of points you want to cover. This will provide structure to your essay.
  - This will also help determine the strength of your responses if you are stuck between which essay questions to answer.
  - If the test had other sections, make any note of previous answers that may inform your essay response.
- Keep introductions short. Pro-tip: re-word the prompt in your own words.
- The reader is your professor, but make your points explicit enough that someone who does not have previous knowledge on the topic can understand.
  - Include solid and clear examples to support your thesis or the argument/claim.
- Cut out the fluff. Avoid filler and redundant sentences. If the information is not related to the question at hand, then do not include it.
  - Having a rough outline will keep the scope of your response on track.
- Go back and re-read. Catch those grammatical and spelling errors, or add an additional point and draw an arrow.
- “Oh no, I’m running out of time!” – At least sketch out/outline how you would have answered the part you left out. You could get partial credit!
- Pay no attention to your classmates. Use all the time allotted if you need it.