



Exam Tips for students  
with  
Additional Learning Needs



Exams can be a very stressful and worrying time. Being stressed or worried can cause a student with ALN to misread instructions or panic during exams so its important to stay as positive and calm as possible.

Here are some ways someone with ALN can confidently tackle exams.

### Prepare Yourself for Success

#### Be Positive:

Tell yourself that you are good at passing exams preparing yourself to **pass** an exam is different from preparing yourself to take an exam.



### Before the exams.

#### Revise:



Ensure you have revised well and know as much as you can about each subject.

Make sure you know exactly when and what time each exam takes place and mark them on your calendar/ diary.



### Equipment.



Make sure you have all the equipment you need for each exam. Remember your pens, rulers etc. need to be in a clear pencil case.

Get plenty of rest the night before an exam so you are bright and alert during the exam.



### On the Day:



Start the day with a healthy nutritious meal that kick starts the brain. Have a banana or cereal bar half an hour before the exam to boost your energy levels.

Arrive at the exam venue in good time so you have time to compose yourself and remain calm



## During the Exam:

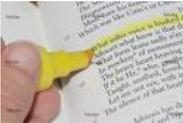
### Getting started -

Settle in as quickly as possible, and avoid distractions. Avoid looking around at other people. This is a real distraction, and can break your chain of thought.



### Exam Paper Instructions.

Carefully fill in your personal details.



Carefully read the instructions and directions on the exam paper.  
**Highlight the key instructions.**

It is easier to pass if you answer the right number of questions.

### Choosing your questions:

You need to make your choices and get started as quickly as possible. It's important to remain calm, by taking a deep breath and let it out slowly. Read the questions a few times before identifying which ones you can answer or prefer to attempt.



Place a cross by those questions that you can't answer or prefer to avoid. You'll have less material to deal with.

### Managing your time.



Work at a steady pace,  
Pre-plan how much time will be needed for each section, plus allowing some time for review of answers. Don't turn in your exam early unless you are entirely comfortable with your effort.

If you do find yourself running out of time, then it is better to try to write something on each question than leave one out completely.

Make the most of your time. Don't spend your time daydreaming instead of planning, checking and writing.



## Answering Exam Questions:



Analyse the question so you have a good understanding of what is expected in the answer.

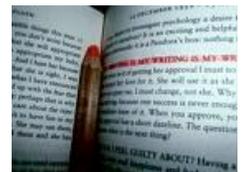
Write legibly. There is no point in making some excellent points if the examiner cannot read it. Use diagrams when possible, as they can often explain something more clearly than words.

Use your revision techniques to recall facts.

Don't get bogged down with a question. Mark it, and come back to it later. Working on other questions may spark your memory about the answer to a previous question.

### Short /comprehension questions.

Read the questions first then read the passage. Use a highlighter to highlight the main points so they are easier to spot when rereading the passage.



Work through the questions in order, but if you cannot answer one, mark the question, pass on and come back to it later.

### Essay Questions



Make a short essay plan, jot down your main points before you forget them.

Check your essay as you go along. Include an introduction, main body and finish with a conclusion.

Remember marks will not be given purely for the amount that you write so make sure your points are relevant to the topic.

## Multiple Choice papers.

Read the directions to check if you should mark only one answer.

Mark questions you are unsure of and come back to them later. Read all the answers before selecting one.



Cross out any answers you know is incorrect. Get rid of them. That way, you've narrowed down your choices.

Answer each question in your head before you look at the answers. If one matches your answer, it is probably correct.

If you are unsure of the answer and there is no penalty, guess. At least you have a chance of guessing the correct answer, but if you put nothing, you will definitely get no marks!

For tests that subtract marks for wrong answers, only answer the questions that you know the correct answer to.

## Towards the end

### Don't panic:

When others start turning in their exams before you're finish, don't feel a need to rush. Not everyone works at the same speed. Work at your own pace.



### Check your work



Check you have answered all of the questions.



Always go back and check your answers. Always. It's quite likely you'll find at least one answer you wrote down can't possibly be right, change it, and receive credit for what otherwise would have been a wrong answer.



Finally, check your name and candidate number are on all booklets and papers.

### After the Exams.

Leave the exam knowing you have done your best. Relax and enjoy the rewards of your efforts!!

