

## ESSAY AND OPEN BOOK EXAMS

- **ESSAY EXAMS**
  - Decide precisely what the question is asking
    - ex. Describe, Compare, Contrast, Prove, Summarize, etc.
  - Make a quick outline
  - Get to the point, avoid “fluff”
  - Put the most solid supporting points first
  - Write legibly – usually use a pen
  - Use one side of the paper only
  
- **OPEN BOOK**
  - Do not underestimate the difficulty of this test type
  - Write formulas you need on a separate sheet
  - Place Post-It® notes or paper clips on important pages
  - Organize your class notes
  - Make a short version of what pages you will find content in your text
  - Budget your time! It is easy to spend too much time on one question



FOR MORE INFORMATION ON COLLEGE SUCCESS STRATEGIES,  
VISIT THE [CONNECT TO SUCCESS OFFICE](#)  
Dana Kobold, Coordinator  
[Room #1655](#) or [dana.kobold@rrcc.edu](mailto:dana.kobold@rrcc.edu) or [303.914.6317](tel:303.914.6317)

Information from *Becoming a Master Student Athlete* @ 2006 Houghton Mifflin  
Company