

Adult & Commuter Connection

Volume 1, Issue 3

November 2003

FINAL EXAM STUDY TIPS

Two Weeks Before the Exam

- Make up a set of study sheets for each class.
- Each set of study sheets should summarize the reading, your class notes, and any handouts.
- Type the study sheets so they are easily readable. Use plenty of bold type and white space to accentuate important ideas.
- For the next two weeks, read through your study sheets three times each day. Do *not* try hard to memorize the information. Just read the notes once, three times per day.

The Night Before the Exam

- Read your study sheets as usual.
- Go to bed early and get a good night's sleep.

The Day of the Exam

- Set your alarm and get up early. Allow plenty of time to get to the exam.
- Eat a good breakfast (lunch, dinner), including simple sugars (fruit juice), complex carbohydrates (cereal or toast), and protein (milk, eggs, meat, cheese). This will help your blood sugar stay at a stable level, and since your brain runs on sugar, you don't want to have it dip too low or rise too high.
- Caffeine has been shown to increase alertness and performance. If you are a habitual user of caffeine, be sure to get your accustomed dose.
- Take along a piece of fruit to eat during the exam. This will help keep your blood sugar even, so you don't tire during the second half of the exam period.

<http://www.isu.edu/~kingkath/exam.html>

During the Exam

- If you feel tense, relax, take a deep breath, and remember that you know the material because you've been reviewing for two weeks.
- Keep your eye on the clock while taking the exam. Allow enough time to finish the entire test. Avoid focusing on one question and running out of time on others.
- Read the entire exam before beginning to write.
- Be sure your name is on the test.
- Read each question a second time, then answer that question.
- At the end of the first hour, take a couple of minutes to sit quietly. Relax, stretch, eat that piece of fruit you brought along to keep your blood sugar steady. Calm down. You know the material.
- Use the entire exam period rather than rushing through the test. It's not about finishing; it's about finishing well.

Special Information for Students Taking Essay Exams

- Read the question carefully and analyze it. If the question has several parts, use these parts to structure your answer.
- Use the writing process: brainstorm, organize, outline, add supporting information, write, etc.

Final Exam Schedules

Fall 2003

Dec. 3-Last Day of Classes

Dec. 4-Study Day

Dec. 5-11-Final Exams

Dec. 14-Commencement

**For a complete list of Fall 2003 Exam Schedules go to <http://www.memphis.edu>

REGISTERED FOR SPRING CLASSES?

Registration for Spring 2004, began on November 10, 2003.

If you have not registered, here are some steps to ensure that Spring Registration is a smooth process.

1. Check the appropriate semester "dates & deadlines" calendar for "Regular Registration" dates.

2. See advisor. Check TIGERWEB to be sure that holds are cleared before you attempt to register.

3. Obtain any electronic permits you need to take restricted courses.

4. Register on TIGERWEB and check your schedule for accuracy at: <https://tigerweb.memphis.edu/>

Stressed?

Did you know that the **Psychological Counseling Services** is designed to help students with personal issues?

- Anxiety Reduction
- Depression Issues
- Need to TALK
- Crisis Intervention
- Testing for Learning Disabilities/ADHD

All sessions are confidential. For more information, visit them in Wilder Tower 206, or call 678-2068 to set an appointment.



Wilder Tower

Graduating?

Career and Employment Services works with graduating seniors and alumni who are seeking full-time career employment. They provide a link between The University of Memphis graduates and employing organizations.

Please check their website at www.memphis.edu/~univplace to view more information about their services.

E-Recruiting, a web-based Career Management Software, allows you to upload your resume, and see available positions.

For more information visit them at Wilder Tower 400, or call 678-2239.

HOLIDAY SHOPPING TIPS

Here are some helpful holiday shopping tips by the Federal Trade Commission Bureau of Consumer Protection.

SHOP WISELY

- Know who you're dealing with.
- Protect your privacy.
- While online order only on a secure server.
- Guard your online password.
- Pay the safest way.

KNOW YOUR RIGHTS

- Check the refund and return policy.
- Read the fine print.
- Check delivery dates.
- Review warranties.

GET THE BEST DEAL

- Compare prices.
- Check shipping and handling fees.

KEEP GOOD RECORDS

- Track your purchases.
- Keep receipts & website printouts.



Shopping? Then it pays to be a savvy consumer.

<http://www.ftc.gov/bcp/online/>

INSPIRATIONAL CORNER

Changes in Life

by: Bill Greer, Chicken Soup for the Veterans Soul

In every change that you experience in life, there will be times when you'll wonder if you can endure.

But you'll learn that facing each difficulty one by one isn't so hard.

It's when you don't deal with a situation that it sometimes comes back to confront you again.

Changes are sometimes very painful, but they teach us that we can endure and that we can become stronger.

Everything that comes into your life has a purpose, but the outcome is in your hands by the action you take.

Be wise with your life, be willing to endure, and always be willing to face life's challenges.