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**FEUP**  
**Healthy Minds**

*You deserve it*



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# Exams and Evaluations

# What do I need to know?



Evaluations at college can be very different from the ones you have encountered so far and bring new challenges you may not feel ready to face.

**It's important that you try to adjust your working and studying methods considering these changes.**

## Assignments

When approaching the elaboration of an academic assignment, it's crucial to **know what is expected** for the task.

You can reach out to **teachers** or **older colleagues** and look for **clarifications** about the work in terms of:

- Length
- Content
- Style, structure and norms
- Evaluation criteria
- Deadlines
- Delivery methods

You should also **draw a good working plan, splitting** the final product into smaller **parts** which you **distribute over time**, reserving **productivity** and **resting** hours.

Within this plan, leave some time before the deadline for possible **revisions** and **corrections**.

## Exams

Exam season may be particularly demanding and exhausting.

It's essential that **you know well the contents and materials** and, above all, that you establish a **routine that allows you to balance studying and your physical and psychological well-being!** We leave you some tips:

- **Don't leave everything to the last minute.** Organize your studies in advance in terms of time. Check your calendar and take into account existing personal commitments. Schedule time to study and to recharge.
- **Take care of yourself.** Take time to look after your diet, quality of sleep and physical exercise. Studying becomes more productive when you're feeling at your best.
- **Don't isolate yourself.** Keep in touch with friends and family, as they can be good sources of support. Your colleagues may share the same difficulties as you and people outside the academic context can help put worries into perspective and give you a sense of calm.
- **Keep an optimistic outlook.** As the exam date approaches, try to remain optimistic and confident in your work and abilities.

- **Manage the moment before the exam to your advantage.** Waiting to enter the exam can be very stressful. Choose to use humor to calm yourself and your classmates down or, if anxiety is very present, choose to walk away.
- **Write it down so you don't forget it.** When you receive the test, write down formulas, key words or answer strategies that you may need during the exam.
- **Read the whole test at the beginning to avoid surprises.**
- **Choose the questions you want to start with:** either the easiest ones, to boost your self-confidence, or the ones with the highest scores, for safer time management.
- **Get around the blockage.** If you get stuck, don't keep going over and over the same question, as this will only increase frustration. Come back to it later, if you have time.
- **Final revision.** Before handing it in, be sure to re-read the answers and the wording to make sure you haven't missed anything.
- **Opportunity to learn.** Once you've received your mark, reviewing the exam with your teacher can be an opportunity to understand which content needs to be studied in more depth and which methods are most effective.