Here are eight tips for helping you cope on the day of an exam:

a. Eat

Have a reasonable amount to eat before the exam. Some people find it helpful to take sweets or chocolate into exams as they help maintain blood sugar levels. But don’t rustle those wrappers.

b. Trust

Don’t get into conversations about the exam just before the start; other people may make you more nervous or start confusing you. If you’ve prepared thoroughly, trust your own knowledge.

c. Organise

Get to the exam room in good time.
Make sure you have all the equipment you need.
Remember that pens run out, and pencils break. Always have spares. Make sure that you know beforehand whether dictionaries, calculators and other pieces of equipment are allowed.

d. Comfort

Remember that you will be sitting still for some hours. Make sure that you will be warm enough.

e. Nerves

If you do get nervous or anxious, take some time out; getting a glass or water or going to the loo can help. Don’t give up. It’s always worth going back in and trying again.
f. Instructions

Read through the instructions, make sure you understand them.

Read through all the questions and decide which ones you can answer.

Divide the time available by the number of questions you have to answer, to work out how much time you can give each question.

Allow five minutes at the end of each period for reading through your answers.

g. Questions

If you are asked to answer four questions, marks will be allocated to each one. So there’s no point in spending all your time on just two questions, you’ll never get more than 50% of the available marks that way.

Attempt the number of questions you are asked to answer.

h. Preparing

If you are giving essay-style answers, spend the first 5-10 minutes of your available time noting down the ideas you wish to include.

Put them in a logical order and write your answer.

It is a good idea to practise writing this kind of timed answer as part of your revision routine.