

- When you get your exam, write down all the key formulas on the margin of your paper so if you forget them when you're in the middle of the test you can look
- Read the directions carefully and don't forget to answer all parts of the question.
- Make estimates for your answers... e.g. if you are asked to answer $48 \times 12 = ?$, you could expect a number around 500 but if you end up with an answer around
 - Show all your work (especially when partial credit is awarded) and write as legibly
- Even if you know the final answer is wrong, don't erase your entire work because you may get partial credit for using the correct procedure.
- Check over your test after you are done with it. If you have time, redo the problems on a separate piece of paper and see if you come up with the same
- Look for careless mistakes such as making sure the decimal is in the right place, that you read the directions correctly, that you copied the numbers correctly, that you put a negative sign if it is needed, that your arithmetic is correct and so