

IV. Preparing to Take CLEP Examinations

Having made the decision to take one or more CLEP exams, most people then want to know how to prepare for them—how much, how long, when, and how should they go about it? The precise answers to these questions vary greatly from individual to individual. However, most test-takers find that some type of test preparation is beneficial.

Most people who take CLEP exams do so to show that they already learned the key material taught in a college course. Many need only a quick review to assure themselves that they haven't forgotten what they once studied, and to fill in the gaps in their knowledge of the subject. Others feel that they need a thorough review and spend several weeks studying for an exam. Some people take a CLEP exam as a kind of "final exam" for independent study of a subject. This last group requires significantly more study than do those who only need to review, and they may need some guidance from professors of the subjects they're studying.

The key to how you prepare for CLEP exams often lies in locating those skills and areas of prior learning in which you are strongest and deciding where to focus your energy. Some people may know a considerable amount about a subject area but may not test well. These individuals would probably be just as concerned about strengthening their test-taking skills as they would about studying for a specific test. Many mental and physical skills are required in preparing for a test. It's important not only to review or study for the exams but also to make certain that you are alert, relatively free of anxiety, and aware of how to approach standardized tests. Suggestions about developing test-taking skills and preparing psychologically and physically for a test are given in this chapter. The following section suggests ways of assessing your knowledge of the content of an exam and then reviewing and studying the material.

Using the Examination Guides

The individual exam guides contain the same information you will find in the *CLEP Official Study Guide*. Each exam guide includes an outline of the knowledge and skills covered by the test, sample questions similar to those that appear on the exam, and tips to get ready for the exam.

You may also choose to contact a college in your area that offers a course with content comparable to that on the CLEP exam you want to take, or read the suggested resources for each exam on clep.collegeboard.org/exams. If possible, use the textbook and other materials required for that course to help you prepare. To get this information, check the college's catalog for a list of courses offered. Then call the admission office, explain what subject you're interested in, and ask who in that academic department you can contact for specific information on textbooks and other study resources to use. You might also be able to find the course syllabus, which will list course materials and assignments, on the college's website. Be sure the college you're interested in gives credit for the CLEP exam you're preparing for.

Begin by carefully reading the test description and outline of knowledge and skills required for the exam in the exam guide. As you read through the topics listed, ask yourself how much you know about each one. Also note the terms, names, and symbols mentioned, and ask yourself whether you're familiar with them. This will give you a quick overview of how much you know about the subject. If you're familiar with nearly all the material, you'll likely need a minimum of review. If topics and terms are unfamiliar, you'll probably require substantial study to do well on the exam.

If, after reviewing the test description provided in the exam guide, you find that you need extensive review, put off answering the sample questions until you have done some reading in the subject. If you complete them before reviewing the material, you'll probably

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Roman Wölfel



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