

Type of Error	Examples	Corrective Steps
Study and Preparation Errors	I did not study the material for that question (enough).	Practice predicting possible questions better.
	I ran out of time.	Join a study group.
	I did not prepare enough.	Read the entire test before starting. Allocate your time.
Focus Errors or Carelessness	I did not read the directions carefully.	Allocate exam time carefully.
	I confused terms or concepts that I actually know well.	Give yourself time to read carefully and think before answering a question.
	I misread or misunderstood the question.	
Content Errors	I studied the material but couldn't make it work with the question	Seek additional help from the instructor.
	I didn't understand what the instructor wanted.	Go to all classes, labs, and review sessions.
	I confused terms or concepts.	Join a study group.
		Check and practice your active reading and listening skills.
		Schedule regular study time for this course.
Mechanical Errors	The instructor misread my writing.	Slow down! Don't rush through the exam. Take the time to do things right the first time.
	I didn't erase a wrong answer completely (on a computer-graded answer sheet).	
	I forgot to go back to a question I had skipped over.	
	I miscopied some calculations or facts from my worksheet.	

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