

**Step 1:** Create study outlines of the keywords/concepts and rehearse.

**Step 2:** Review the assessment standards used to evaluate your essay.

- *Thesis:* A fully, clearly and accurately stated thesis that answers the assigned question(s) or meets the requirements of the assignment.
- *Sources/evidence:* Effective and accurate use of appropriate and well-selected evidence and examples drawn from class content and readings.
- *Organization/argumentation:* Argument is presented in a well-organized and logical way, and supporting evidence and examples are carefully analyzed to effectively argue the thesis.
- *Content:* Appropriate concepts are thoroughly analyzed and discussed in the essay's body.

**Step 3:** Review the following questions before taking the exam.

- Did my introduction address what the questions asked?
- Could my essay have included more terminology and concepts from the course content and required reading?
- Do I explain the terminology and concepts used in my essay in detail or did I just cite them?
- Does my essay effectively connect the content I am using to address the questions or are the questions answered in a disconnected way?
- Was my narration clear and content driven or was it vague and filled with generalizations?
- Were my paragraphs uniform or were they composed of varying topics leading to a lack of cohesiveness?
- Did my essay have factual errors?
- Did I have an excessive number of surface errors?