



Study Tips & Test Taking Strategies

Get Ready...

Before you begin, make sure you have all the necessary “pieces” in place for studying. Do you understand how the Course Portal works? Have you evaluated all of the additional resources available there?



Assigned Course Materials. Assigned course materials, including the textbook (whether interactive e-book or printable PDF), practice questions, and sample examination(s) are available on the Course Portal. Please consult LOMA’s [online course catalog listing](#) for this course to be sure you are reading and studying the correct course materials. It is your responsibility to make sure you use the correct study materials.

Additional Online Learning Resources. The Course Portal gives you access to many learning resources that are designed to reinforce concepts covered in the assigned course materials or that allow you to expand your knowledge of the subject area. Course Portals that include a “Tough Topics” tutorial in the Exam Prep section will help you understand material that historically has been difficult for students. In addition, some Course Portals include Learning Aids or animated videos, which provide a visual illustration of a concept presented in the text.

Study Partners and Mentors. Find a fellow student with whom to study. Or, look for a mentor within your company or at your local LOMA Society. Study partners and mentors can help motivate you to stick to your study schedule.

Set Goals. Build a study plan based on your personal goals. Blank Study Plans are available in the Exam Prep section. Keep two rules of thumb in mind:



1. If you spread your study over a long period, by the time you complete the last Module or chapter, you may have forgotten what you studied at the very beginning of the course and will need to leave extra time for review.
2. If you try to compress your studies into a very short period, you may not have time to read all the assigned material and prepare for the examination.

Know when your course access period is going to expire. If you do not take the I*STAR or Prometric exam by the end of your 6 month course access period, your enrollment will expire and you will forfeit your enrollment fee.

If your expiration date is approaching and you’re not yet ready to test, you may wish to purchase a Course Extension. Doing so will extend your access period for another 6 months. To purchase an extension, simply re-enroll in the course within one month of the course’s expiration date. Be sure to also cancel any exam that you may have scheduled with your I*STAR or Prometric testing center to avoid additional penalties.

Get Set...

Review Learning Objectives. Look at the learning objectives at the beginning of each chapter. Objectives help clarify exactly what you should know by the time you finish studying the chapter.

Read the material. Read each chapter at least once. As you read, look for the topics, terms, and concepts that were mentioned in the learning objectives. Use the tools in the interactive e-book to highlight, bookmark, and make notes as you go.

Practice, practice, practice.

- Work the **Practice Questions** for each chapter. Use the answer choice feedback to understand what makes each answer choice correct or incorrect.
- Review the **Tough Topic** tutorials for extra help on topics that other learners have found difficult.
- The **Sample Exam** is available in two modes.
 - **Answer Choice Feedback mode** gives you a deeper understanding of each topic.
 - **Timed mode** mimics the actual exam experience by limiting the time you have to complete the Sample Exam.

Submit your answers to view a **Performance Report** showing your overall score, your score for each chapter, and the Learning Objectives covered by each of the Sample Exam questions you answered incorrectly. Use the Performance Report to guide your additional review of the material.

Go!

Schedule your exam. When you're ready to take your final exam, contact the I*STAR (or Prometric) testing center you selected at enrollment to schedule your exam.



When you submit the exam for grading, you'll receive an unofficial grade report immediately, and your result will be posted to your learning history in LOMA's learning system. You will also receive via email a **Performance Report** (similar to the one found in the Sample Exam) showing your overall score, your score for each chapter, and the Learning Objectives covered by each of the exam questions you answered incorrectly.

Test-Taking Strategies

Follow these additional test-taking strategies to improve your chances of choosing the correct answer and avoid making test-taking mistakes.

1. **Jot down important facts at the beginning of the exam.** Did you memorize formulas or other key concepts? Take a few moments to write them down on the scratch paper provided by the proctor. Use symbols or letters to represent concepts. Here's an example:

Interest rates \uparrow = bond prices \downarrow

2. **Read the entire question – and all the answer choices – before answering.** Look for key words or clues, and use them to evaluate the answer choices and identify the correct answer. If the question presents a complex situation, write down all the information or clues you have been given. Sometimes that can help you focus on what's important.
3. **Start with the questions you can answer confidently.** Go through the entire exam once, answering the questions you can answer and skipping the questions you aren't sure about. Then go through the exam a second time, providing answers to each of the questions you left blank. Using the exam software, you can easily mark a question for later review.
4. **When in doubt, make an educated guess.** If you don't answer a question, it will automatically be marked incorrect. So if you really don't know the answer, make an educated guess -- you have at least a chance of being correct! Use the process of elimination to narrow your choices and improve your chances of selecting the correct response.
5. **Go back through the test and check your answers.** Before submitting your exam for grading, review one more time to ensure that all questions have been answered and that your recorded answer choice matches your intended correct response for each question.

