

# BU Law Student Affairs Academic Enhancement Program

## Exam Taking Handout

### During the Exam

Read the instructions carefully and be sure to follow them.

Write the word **BECAUSE** in bold letters on top of your exam booklet.

Read the stem of the question first. Example: What rights, if any, does Abel have against Diane? Sam?

Read the body of the question keeping in mind the stem of the question.

Mark "key or essential" facts.

Read the exam twice. Once all the way through to grasp situation. Second time to spot issues, characters, relevant facts, etc.

Write legal theories and issues in the margin, preferably next to the key fact that raises the theory or issue.

Theory = Battery

Issue = Intent

Fact = Aimed at one person but hit another

Re-read the question, marking additional facts and identifying additional theories or issues. On this reading, do explicit issue categorizing.

Highlight and answer only what is asked of you.

Write a short scratch Theory/Issue outline for the question; Keep it very short, Organize the issues. You should be spending no more than a minute or two on this.

Do not psyche yourself out by looking for "trick" questions.

Organize your answer by person or action.

Write answers in IRAC, or CRAC or in the method that your professor prefers.

Do not restate the facts. Instead, use key facts in analysis.

### After the Exam

Do not speak to anyone about the exam after the exam - it will only lead to stress. When the exam is done you can't go back so focus on the next task and relax about your efforts.

### Move on and Replenish

Do not plan to study the night after taking an exam.

Start afresh the next day on studying for your next exam.