How to write mathematics tests

A test is not a bureaucratic way to evaluate knowledge. The main propose of a test is to obtain evidence that the objectives of a course are met. When doing an exercise ask yourself what the exercise is testing. The best preparation for an exam is to do exercises at random, including those that test the objectives, without following a sequence and without consulting your textbook or notes.
Some courses provide sample exams for practice. But do not limit yourself to do well in "practice exams" because this may give you a false sense of security.

We strongly recommend that you begin by glancing over all the questions, and answering those you fell most confident about first. Leave to the end those questions that present special difficulty for you.

In an exam the onus is on the learners to give ample evidence of their knowledge and understanding. Rote memorization and regurgitation are not what the examiners are looking for. A grade reflects what you know and how well you know it, according to your personal performance, not on the basis of a comparison of your performance with that of others. Do not rely on the good will of the marker to get credit for your work. The marker will grade what is on the paper, not what presumably you intended to do.

Take note that when questions in assignments and exams are worth several points, this is because several steps are required to solve them. Thus you have to show all your work and properly justify all your answers.

You may be familiar with some of the questions in the examinations, but be prepared for unfamiliar questions as well. Do not panic when confronted with an unexpected or unfamiliar question; read the question carefully, make sure you understand what is required. These questions are not necessarily difficult; they are designed to test your understanding of concepts, and how well you ca put them to use when solving problems. If you consider that a question is ambiguous, describe the assumptions you are making to answer the question.

A test is also a learning experience, when doing exercises, self-grade yourself and take note of your mistakes and learn to avoid making the same mistakes over and over again. The time to understand the missing concepts is right away after making a mistake, when the ideas are still fresh in your mind.