

# Law Exams – a guide to

# SUCCESS

## 1. Exam Stress

We all acknowledge that exams are stressful. To manage the stress, think clearly and strategically about what you can do to deal with the stress.

## 2. Exam Detail

Find out as much detail as you can about the exam.

### WHAT

What type of exam is it?  
Open book or closed book  
Multiple choice, short answer  
Essay, problem solving  
How many questions are there?

### WHERE

Where is the exam taking place?  
Get familiar with this location & how to get there.

### WHEN

What time is the exam?  
How long is the exam?  
Has the Unit Coordinator given any further information?

## 3. Exam Preparation

**Prepare** as if it is a closed book exam.

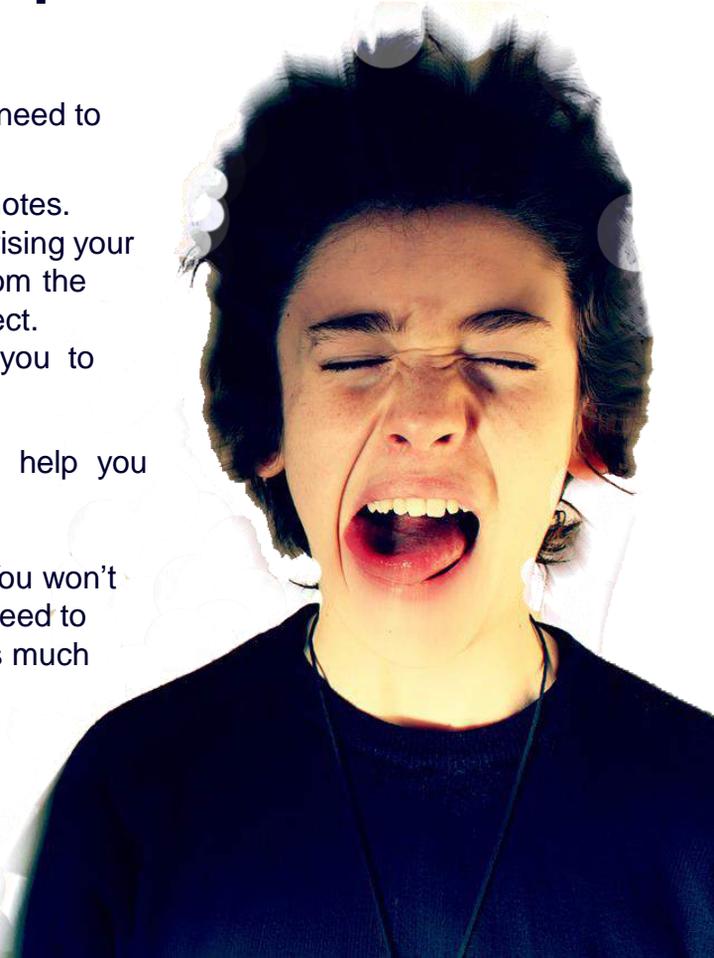
**Revise** - What do you know? What areas do you need to work on?

**Summarise your notes** - Summarise your own notes. When you write your own notes you are summarising your own understanding. Don't rely on dodgy notes from the internet. They are often out of date and incorrect. Copying another person's notes does not help you to crystallise your own knowledge.

**Write checklists for each topic** – these can help you plan how to answer a question.

**Highlight and tab your notes** - Tab your work. You won't have time to learn the subject in the exam. You need to be able to find the relevant material quickly. Do as much of your preparation in long hand as possible.

**Staff Consultation** - Attend staff consultation hours. The hours will be specified on the Blackboard site. Arrive with prepared questions. What do you need help with?

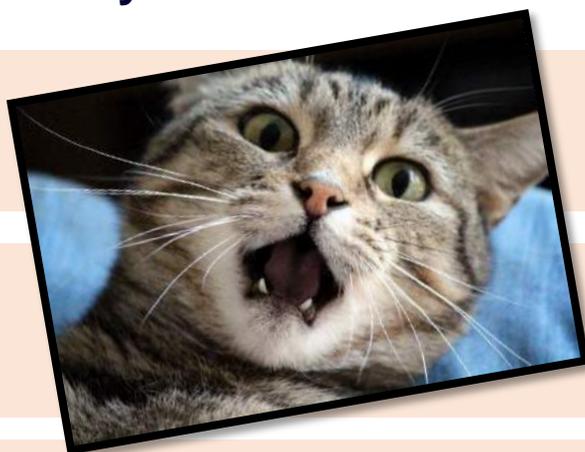


**Practice exam questions** - Previous exam questions and some solutions will be made available. Check the study guide, QUT Readings, Q&A texts and Blackboard for this material. If a solution is available for a past question, attempt the question first and then look at the answer.

## Sleep, eat and look after yourself!

### 4. In the Exam

Take a deep breath – this is your chance to shine.



#### Perusal Time

1. Carefully read the questions.
2. Write the issues next to keywords or sentences.
3. Plan out your answer to the question – think.

#### Writing Time

1. Write each question in a separate booklet.
2. Answer the question asked – not the question you want it to be.
3. Manage your time wisely – do the question you feel most confident answering first.
4. If the questions are of equal weight, divide your time equally between each question.
5. Write in sentences, and use headings appropriately.
6. Use abbreviations carefully – will the marker understand these?
7. Make sure your handwriting is legible – write on every second line if that assists.
8. If you run out of time, write down everything you can on the issues you still have to discuss in point form. Don't waste time writing 'sorry I ran out of time'!
9. If you get stuck, don't give up; think, go back to your plan and think some more.
10. Don't write out slabs of judgments or legislation.
11. If you finish early – don't leave. Go back over your work. Check you have answered the question that has been asked.

#### Problem Solving Questions

1. For problem solving questions use IRAC or ISAAC.
2. Make your issues the headings.
3. Make sure you apply the law to the facts and draw a conclusion.
4. Do not discuss irrelevant legal principles or authorities.
5. Remember if you are going to make an analogy or distinguish a case refer to the facts of that case.
6. If one element in an issue is not satisfied keep working through the remaining elements to provide full advice.
7. If you need more facts, what are those facts and how will it affect your conclusion?

# GOOD LUCK!

