EXAM ORGANIZER

Plan Ahead. Stay Focused. Ace Your Exams.

Discipline today leads to freedom tomorrow. ♡

PERSONAL INFORMATION

Name: _____

University: _____

Program / Major: _____

Student ID: _____

Email: _____

Phone: _____

Academic Advisor: _____

EXAM GOALS

This exam period, I will:

- ☐ Understand key concepts deeply
- ☐ Manage my time effectively
- ☐ Practice past papers
- ☐ Stay consistent and focused
- ☐ Perform my best in every exam

Success is the sum of small efforts, repeated every day.

TOP PRIORITIES

Focus on what matters most.

1. _____
2. _____
3. _____
4. _____
5. _____

EXAM SCHEDULE

DATE	DAY	TIME	COURSE CODE	COURSE / EXAM	VENUE	FORMAT (Online / Offline)	WEIGHTAGE (%)	NOTES
___/___/___								
___/___/___								
___/___/___								
___/___/___								
___/___/___								
___/___/___								
___/___/___								

STUDY PLAN

TIME	ACTIVITY	M	T	W	T	F	S	S
7:00 – 8:30 AM		☐	☐	☐	☐	☐	☐	☐
8:30 – 10:00 AM		☐	☐	☐	☐	☐	☐	☐
10:15 – 11:45 AM		☐	☐	☐	☐	☐	☐	☐
12:00 – 1:00 PM		☐	☐	☐	☐	☐	☐	☐
1:00 – 2:00 PM		☐	☐	☐	☐	☐	☐	☐
2:00 – 4:00 PM		☐	☐	☐	☐	☐	☐	☐
4:15 – 6:15 PM		☐	☐	☐	☐	☐	☐	☐
7:00 – 9:00 PM		☐	☐	☐	☐	☐	☐	☐
9:15 – 11:00 PM		☐	☐	☐	☐	☐	☐	☐

Tip: Plan your study. Study your plan.

SUBJECT OVERVIEW

SUBJECT	SYLLABUS COVERAGE (%)	PRACTICE TESTS	REVISION DONE (✓)
Subject 1	___ %	__/__	☐
Subject 2	___ %	__/__	☐
Subject 3	___ %	__/__	☐
Subject 4	___ %	__/__	☐
Subject 5	___ %	__/__	☐
Subject 6	___ %	__/__	☐
Others	___ %	__/__	☐

0% 50% 100%

RESOURCE LIST

- ☐ Lecture Notes
- ☐ Textbooks
- ☐ Past Year Papers
- ☐ Online Courses
- ☐ Reference Articles
- ☐ Formula Sheets / Summaries
- ☐ Flashcards
- ☐ Other: _____

TO-DO LIST

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

EXAM DAY CHECKLIST

- ☐ Admit Card / ID
- ☐ Pen / Pencil
- ☐ Calculator (if allowed)
- ☐ Water Bottle
- ☐ Watch
- ☐ Stationery
- ☐ Notes / Formulas (if allowed)
- ☐ Snacks / Energy Bar (if needed)
- ☐ Other: _____

Leave early. Stay calm. You've got this! ♡

NOTES

EXAM REFLECTION

What went well?

What can be improved?

What I will do differently next time?

Every exam is a step closer to your goals.

REMEMBER

- Plan ahead & stay organized
- Stay focused on your goals
- Avoid distractions & stay disciplined
- Take breaks & recharge
- Sleep well & stay healthy
- Believe in yourself & keep going!

- ✓ Preparation today
- ✓ Confidence tomorrow
- ✓ Success always. ♡