**Taking Civil Service Exams**

**Strategies for Success**

**Performance Exam**
- Study the elements of the test!
- Practice, practice, practice!
- Listen carefully and follow all instructions
- Remember, safety first!

**Before the Test**
- Research and review materials
- Get a good night’s sleep
- Make accommodations for transportation and child care
- Allow extra time to get to the test location
- Dress comfortably
- Bring all required items
- Think positive and keep test in perspective!

**During the Test**
- Manage your time
- Relax... Don’t panic!

**After the Test**
- Review your test answers
- If not satisfied with score, schedule to test again

**A Positive Attitude & Preparation leads to SUCCESS!**