



Suggested Study Tips and Strategies

Everyone is different when it comes to learning and studying and how best to approach it. NCCAOM exams cover several content areas in each module, so typically there will be some areas you may be strong in, or have interest in and there will be other areas where you may be weak or less interested. Some people study by tackling the topic they least prefer, while others begin with the easier topic to get themselves prepared to move to harder material. No matter how you go about studying for your exams the main thing is to find an approach that works for you and then stick to it, consistently.

Preparation for study:

1. Read the *NCCAOM® Certification Handbook*
 - Examination Preparation Page 48
 - Examination Administration Pages 49 – 53
 - Examination Day Pages 54 – 56
 - Examination Results Pages 57 – 58
 - Exam Complaints or Appealing Examination Decisions Pages 59 – 60
 - Retaking an Examination Page 61
2. Print the *NCCAOM® Study Guide* (www.nccaom.org)
 - Review the exam content areas
 - Use the exam content areas to create a study plan
 - Where applicable, split the areas into groups depending on how well you understand each concept and constantly refer to the plan to ensure you are studying all areas.

The following suggested study tips may be beneficial:

- Gather resources using the study guide bibliography so that you can relate to your exam content areas. You may not find resources that address the area completely, so vary sources of information as much as possible.
- Have a good system for note taking and information retrieval. It can take weeks or months to study for exams due to the sheer amount of content that is covered, which can be overwhelming. Accessing key information quickly is an integral part of studying effectively.
- Study in short sessions, often as this is much more beneficial than trying to study in one long session.
- Set an objective for each study session, but keep it attainable. Set the goal at the start of each study session and not some time in advance. By doing this you will have a better feel for how mentally prepared you are to deal with whatever goal you have set for yourself.
- Take regular breaks, but maintain your focus through the break. You know what distracts you so avoid anything that may get you sidetracked or break your focus.
- Don't force the issue, its quality study time you need not quantity. If you cannot focus on your study, wait for another more convenient time.
- Cap off each study period with a review and review all study material every so often.

Important: Using these “Suggested Study Tips and Strategies” does not guarantee success when taking the NCCAOM certification examinations.