

Success

Absolutely Pass The GED!

The 5 Steps You Need To Take To Ensure Success!

By John Zimmerman



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Absolutely Pass the GED!

The 5 Steps You Need To Take To Ensure Your GED Success

Why You Must Pass The GED- The Right Way



Congratulations and thank you for reading this book to help you pass the GED. You can be absolutely confident that you are doing the right thing by working to secure your GED. Now more than ever adults need to have a high school diploma or GED just to qualify for the most basic of entry level jobs. As such not having your GED will place you at the greatest disadvantage in today's demanding job market. So it's critical that you focus on making the investment in securing your GED so you can develop your skills and increase your income. The good news is that you can pass the GED despite how well you did in school. Of course you will need to

make a serious investment in time and action, but in the end your life will be so much better by advancing your education level. Now please don't get tempted to look for short cuts like online programs that offer a high school diploma in 5 days for \$400. The internet is full of these "diploma mills" and if you purchase one of these FAKE diplomas they can really harm you! Let me give you an example. Let's say you want to become a Nurse Assistance or Automotive Technician but the vocational school you want to attend requires a high school diploma or GED. Now let's imagine that you purchased one of these fly by night fake high school diplomas or GEDs for \$399. Here is what will mostly like happen when you apply to your vocational school. During the application process they will check your high school education or GED. They will do research on where your high school diploma or GED was issued. Now for the real bad part- 99% of the fly by night schools where you get your diploma fast and easy WILL BE REJECTED. Another words these schools will not accept your diploma as they have a huge list on fake diploma mills! Don't get suckered by these con artists as the diplomas they issue are worthless to most legitimate institutions and employers. Remember that old saying "that if it's too good to be true – well then is usually is". So congratulations on your ability to know that getting your GED is serious business and will be well worth the effort you invest.

I wish you all the best—you can do this!

John

About The Author:

John Zimmerman is a professional math educator and founder of TabletClass Math. His math learning program is widely respected and successful and used by thousands all over the country to include students, homeschoolers and schools. Moreover, John has created www.GEDMathLessons.com a free online course to help those studying for the GED. The website is extremely active with many visitors thanking John for his work and how it helped them pass the GED math section. John holds a BA in Mathematics from The University of San Diego and a Master's in Educational Technology from Ramapo College in NJ. Prior to entering education, John worked in the chemical engineering industry. John is a loving husband, father and proud veteran of the United State Marine Corps and Navy.

How to Use This Guide

**** To get the most out of this guide I strongly recommend that you read it in the following manner ****



First Read Each Of The 5 Steps And:

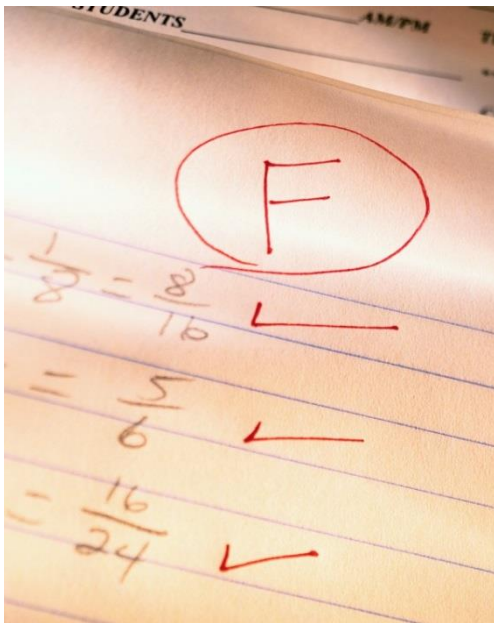
- ***Answer the Reflective Questions as you read the sections***
- ***Add your own notes in the Key Points***

Once You Complete The Guide Do The Following

- 1. Complete the Goal Worksheet***
- 2. Complete the Pass Faster Worksheet***
- 3. Complete your Study Calendar***
- 4. Print and post the Week Before Exam Checklist***

GED Fact Sheet

- The GED was developed during WWII as a way to help returning soldiers that did not finish high school
- Over 700,000 people take the GED each year- about 50% pass
- Starting in 2014 the GED will be taken on computer with a reported flat cost of \$120
- The new 2014 GED is expected to be harder than the current version
- The GED math section is generally considered to be the most challenging
- A GED diploma will help you get a job. Employers would rather hire someone that has a GED or high school diploma than someone who does not.
- You will make a lot more money in your lifetime with a GED diploma. Research shows that people with a GED make an average of \$385,000 more in their lifetime than people who do not have a GED or high school diploma.
- Passing the GED test will make you more valuable to your employer because you will have gained basic writing, math, and thinking skills. As your value increases so does your chances of promotion.
- Having a GED opens up a lot of doors for advanced training. Most specialized training programs require either a GED or high school diploma to be accepted.
- You will feel better about yourself, because you will have accomplished something that only 60% of high school graduates can do—i.e. earning a GED or high school diploma during their lifetime.



Step 1:

Eliminate the Fear of Failing and Self Doubt

Not thinking you can pass the exam is by far the number one reason people don't get their GED. They look back on their school days and only remember how bad things were and how they failed in several subjects. When a person focuses on their past failures they can never envision future success. That's why the first step in passing the GED is getting rid of all that negative self-doubt and fear. I can assure you that to be successful in anything, you will need to overcome fears and develop your courage and faith. Keep in mind that the GED test will not get easier; in fact, the 2014 version is expected to be much harder than the current version. As time goes on and you get older the importance of getting your GED will only become more critical. Hence, you need to be focused on changing yourself

if you want to change the results in your life. Remember, you need to learn to overcome fear and doubt to have a great life. Even after you pass the GED you will be faced with new situations and challenges that will require you to be confident and courageous. We all have doubts and insecurities about ourselves...that is normal. However, it's those people that can face their fear and push forward that will be successful. So the only thing you need to be afraid of is not trying. The fact that you are reading this book is proof that you're a winner and have everything it takes to earn a GED. OK, let's get started on goal setting—a must have skill to pass the GED.

Goals

Is Passing The GED Your Goal Or Wish?



One of the best ways to overcome your fear and self-doubt is to commit to a big goal. Now, I'm not talking about a typical goal like losing 5 lbs. before my best friend's wedding. I'm talking about setting a goal that is so powerful that you must achieve success. The only way you can set a goal where you know failure is not an option is by knowing the reasons you need to achieve the goal. You see, if you don't have a road map of where you want to go in life you will end up going in circles and wasting precious time. Goals provide that road map for your life; and the more powerful the

reasons you want to accomplish a goal, the better your chances of success. For example, which goal below would you most likely accomplish?

1. lose 5 lbs. to look better for a party next month
2. lose 5 lbs. to decrease the chance of having another heart attack

Clearly, goals that have major positive or negative consequences are the ones we most likely achieve. Hence, when it comes to wanting to pass the GED, you need to write it as your goal and link it to some powerful positive and negative consequences.

Here are some examples of how your goal may look:

- *I must pass the GED so I can make more money! I must get my children out of their bad school.*
- *I must pass the GED to get out of the job I hate! I want to start a training program that I'm interested in and can grow professionally.*
- *I must pass the GED to show my children by example the importance of education.*

Whatever your reasons about wanting to pass the GED exam make them personal and link them to pain and pleasure. We are most motivated to take action to avoid those things that cause us pain over those things that give us pleasure. So frame your goals to have both a positive benefit for success and negative outcome for failure. You need to use the fear you may have about the GED as a secret weapon to help you succeed. Face your fears and take that negative energy and turn it into positive action...it will change everything in your life! Lastly, always write out your goals and post them where you will see them every day. You need to review and remind yourself of where you are and what direction you are heading in life—make the most of every day by not wasting time to accomplish your goals. As long as you are progressing on your goals you will be happy, so stay focused and take as much action as possible.

- If you want to pass the GED it needs to be a written specific goal that you want to accomplish with intense desire.

Reflective Questions

What Are Your Goals?

What's something you would like to accomplish within the next 30 days?

If you had to pick one goal that you want to achieve by next year what would it be?

Do you see your future and the rest of your life as being exciting and wonderful? Why or why not?

Energy Level

How Much Energy Do You Have To Study?



Along with writing out your goals you need to change your energy level. The fuel to accomplish goals is emotion so you need to change your current energy level when thinking about studying for the GED. For example, if you think about the GED and the emotions you feel are depression, anxiety and a general sense of being overwhelmed, then these feelings will almost ensure failure. You need to FEEL excited about what passing the GED will mean to you. So how can you increase your energy level? Well, one great technique to change your energy level is to change your physical state by

increasing movement before you study. Try going for a quick walk or putting some music on to dance to while you get pumped up to study. Also, you want to visualize about all the great things that will unfold after you get your GED. It's critical that you get into a "good mood" before studying as it sets your subconscious up for retention and success. The worst time to study is when you're stressed and tired. When you try to study while you're in a negative and low energy state nothing will "stick" as you will be unfocused and distracted. Basically, you will only be going through the motions of studying, which is a total waste of your time. You're better off relaxing than studying under these conditions, as the time spent unwinding and feeling better will make you far more productive. The key point I'm trying to make is that you need to find a way to create real and deep emotions that make you feel excited about passing the GED. Another very important way to increase your energy level would be to improve your diet. Try to drink more water and eat less fast food or carbs before studying. I'm sure you remember those classes in school right after lunch where you just wanted to sleep. If you eat too much of the wrong foods before studying your body will be too busy processing food than concentrating on learning. A great time to study is early in the morning, as distractions are at a minimum and your body and mind are rested and ready for the day. However, any time of the day can be good for studying as long as your energy and emotional levels are great.

Energy:

- Will give you the extra boost you need to study and pass the GED
- Makes you feel excited about your goals
- Is the secret weapon of success; the more energy you have the more success you will enjoy

Reflective Questions

How Is Your Health?
Do you exercise at least 10 min/day? Walk, dance, etc.
How many fruits and vegetables do you eat during the day?
Are you always tired? When was the last time you got a physical?
How do you reduce your stress?
Do you drink enough water?

Thinking Pattern

Are You Extremely Worried About Failing The GED?



One of the most powerful things you can do to eliminate fear and self-doubt is to change your thought patterns. What I'm saying is you need to train your mind to stop focusing on the worst case scenarios. Study after study in personal success clearly shows that we end up attracting what we think about the most. Hence, if you spend most of your time thinking about passing the GED, you will attract that vision into your life as a reality. Likewise, if you are always thinking about the reasons you're not able to pass the exam well, you will likely never pass the GED. There is old ancient saying that says "if you think you can or think you can't, either way you are right". You need to be very mindful of having any negative thoughts about your ability to pass the GED, as these thoughts will become the obstacles in achieving success. So how do you change your thinking pattern? Well, the first thing you need to do is be aware of the thoughts you are having—are they mostly positive or negative? Be honest with yourself and take inventory of the thoughts that you hold in your mind. Remember, if your mind is always thinking and focusing on the negative, your life experience will be a projection of those thoughts...not good. So you must stay extremely focused on all the positive things about you and all the blessings in your life. Of course, one of the things you need to be thinking about all the time is totally acing the GED—which I absolutely know you can!

Think differently:

- Change the way you look at things
- Stop worrying so much and visualize your success
- Don't compare yourself to anyone—be happy with you!

Reflective Questions

What Are You Thinking About?
What is the primary thought that is on your mind most of the time?
Would you say that 50% or more of your thoughts are negative? Why?
What are the top 3 sources that influence your thinking?
When you think about your dreams do you see yourself truly achieving them? Why?

Negativity

Are You A Positive Or Negative Person?



In order to truly eliminate your insecurities about passing the GED you need to shut out all of the negative energy from your life. Look at the sources of bad and toxic information that come into your life and avoid them at all cost. Remember, our minds are like sponges and if we see and hear too much negativity we eventually become negative ourselves. Negative people almost never achieve big positive goals. As such, you need to limit your time with people you know that are focused on highlighting everything that is bad. Try not to watch the TV news or reading all the negative stuff on the internet and social media sites, like Facebook. Also, stop hanging out with anyone that makes you feel bad. Let's think about all the activities we often engage in that are a total waste of time and that are negative. For example, do you watch reality TV shows like the Real Housewives of New Jersey or Judge Judy? As much as these shows are entertaining they are also a total waste of your time. Most of these shows focus on "drama" and people getting into trouble. What do you have to gain from watching other people deal with problems in their life? If you want to relax and watch TV try watching something that will make you feel good like a comedy show or classic movie.

Reducing the amount of negativity in your life will help you remain positive and focused on achieving your goal(s) and improving yourself. Spend your time staying totally focused and inspired about your goals. Finally, one of the best ways to keep the negative energy out of your life is to get real busy with productive tasks. Don't have too much free time on your hands and keep your schedule full of constructive and positive items to accomplish.

Negativity:

- Destroys motivation
- Gives us excuses not to make an effort to succeed
- Will eventually lead to regret and major failures in life

Reflective Questions

How Much Negativity Is In Your Life?
Are you a positive or negative person? What is the main reason for your answer?
Who is the most negative person you know?
How frequently are you with negative people?
Where do you hear about bad news the most?
Who is the most positive person you know?
What is the one place that you like to go that is positive and uplifting?

Eliminate the Fear of Failing And Self-Doubt

Key Points to Remember

- ✓ ***Write Why Passing The GED Is Important For Your Life***
- ✓ ***Increase Your Energy Level By Getting Excited And Emotional About Passing The GED***
- ✓ ***Watch Your Thinking Pattern—Remember We Feel What We Focus On***
- ✓ ***Eliminate Negative Sources From Your Life***





Step 2:

Learn How to Pass The GED Faster

How soon do you want to pass the GED? Of course, your answer should be as soon as possible! If your answer to the above question was “I would like to pass in a year or two” then you need to work on your confidence. First, you have the ability to pass this test in a matter of months...not years. It all comes down to how hard you are willing to work. As I stated in the first chapter you need to make passing the GED not just a goal in your life—but an URGENT goal so you can progress towards your dreams and desires. Hence, we need to have you focused on passing the GED as fast as you can. No, I’m not talking about a “short cut,” quick 3 day review to pass, because you and I know that is not a realistic approach for success. However, we can construct a study plan that allows for quality review and enough time for you to build your skills and perform well on the test. The more you can increase your focus, urgency and desire, the quicker you can pass the GED. Just to review, 50% of the people that take the GED fail the first time! I’m certain that many of the people that failed the GED did not study as hard as they could—they relied more on “hoping” to pass the GED as their objective. Remember, “hope” is not a useful approach to passing the GED. The only way you will pass the GED is by working at improving your skills. Moreover, if you make the GED a top urgent priority in your life you will pass faster! Your life is too important to not have your GED, so let’s get started on ways you can pass the GED faster.

Deadlines

What Big Deadlines Do You Have In The Next 3 Months?



One of the best things you can do to speed up the time it takes to get ready for the GED is to give yourself a deadline. However, your deadline needs to be relatively short, somewhere in the range of 30 days to 3 months. There is a key time management principal that states our tasks take as long as the time we assign. For example, let’s say you give yourself 4 hours to clean your house...guess what, you will use the entire 4 hours to complete the task. However, let’s say that someone bet you \$10,000 that you could not clean your house with the same quality in 2 hours. I can guarantee you that you will find a way to finish the task in 2hrs—your house would be the cleanest it’s ever been! You see, deadlines for tasks are largely made up and can often be way longer than the actual time it takes to finish the task fast and correctly. Let me ask you a question, “How well do you manage your time?” Do you write “to do” lists for the day? Do you keep a well-organized calendar of tasks that need to be done within a 2 month period of time? If your answers to the above questions indicate that you don’t manage time well, then you need to learn some better time management skills. I’m a big believer in using a simple “to do” list to drive my activities for the day. I try to fill my list with things that have the biggest consequences and impact in my life. Also, I usually have no more than 3 -5 important tasks that I can get done during the day making my list realistic and focused.

You and I both know it’s easy for a day to slip by with no real accomplishments—this is bad! Start to place a huge amount of value on what you are doing during the day and where your time is going. So just to be clear, to pass the GED faster you first need to challenge yourself with a shorter deadline as it will bring intensity and excitement to your goal.

Deadlines:

- Hold us accountable
- Gives us a specific goal to shoot for
- Will make us more effective by increasing the urgency to take action now

Reflective Questions

How Well Do You Handle Deadlines?
Name something important you accomplished that took you a lot less time than you thought it would.
What motivates you to finish something fast?
How often do you procrastinate? Do you move slowly in most of the areas of your life?
Are you late to work or appointments? If so, why?

Priority

What Are The Priorities In Your Life? How Does the GED Rank?



The next thing you need to do to pass the GED fast is make it a top priority in your life. When you make something a priority you focus much better on it, this is a tremendous advantage to succeed. Your ability to focus and concentrate on one single goal will be the key to your success. Think of a magnifying glass and how it creates a fire by using the sun's rays. What happens is the magnifying glass focuses all its energy on one single spot transforming it into a burst of intense energy. Likewise, when you focus on just the GED with all your ability you will create massive intensity that will transform into action and success. Education is so important and not having your GED should cause you to have an extreme urgency to act! How much of your day and week is made up of things that have low importance to your long range goals? Sure, we are all busy with the "little tasks" of life, the busy work that goes on day by day. However, if you drift through the day without investing some time and concentration on your big goals, you will never reach them.

Do you know what the 20/80 Rule is? The rule basically states that 20% of the things we do impacts 80% of our success. Another way of thinking about the 20/80 Rule is that most of our success comes from doing only a few critical activities. The other 80% of what we do is "busy work" that takes up most of our time each day, but does nothing for achieving our goals. You need to really focus on pushing all the distractions out of your life and making the GED a top priority until you pass. It is so easy to get off track on our goals that we need to constantly remind ourselves what is truly important in our life; things like health, relationships and education should be right up on top of the list.

Priorities:

- If something is not important and a priority in your life you simply won't do it
- Establish a serious sense of urgency to act
- Reflect the values you have about your life and the direction of your future

Reflective Questions

What Are Your Priorities?
Other than work what is your number one obligation?
How important is it for you to make more money within the next year?
Can you afford your current lifestyle?
Have you made a real commitment to passing the GED? Why?

Time

How Much Time Are You Willing To Dedicate To Pass The GED?



Now, let's talk about finding the time to study for the GED. I'm going to be upfront and honest with you with respect to your time commitment for the exam. Very simply, you will need to spend several days and lots of hours studying to pass the GED. If you don't think you have that amount of time to study trust me you do. Now, if there was a secret short cut to pass the GED with only a few hours of studying I would love to know it. However, the reality is that the only way a person will pass the GED is by putting in serious time to study, unless they are super lucky on the exam.

So if you want to gamble your future on not studying for the GED, then go right ahead. However, it's a bad idea to "hope" good things will just happen to you versus trying to increase your odds of passing by studying. If you truly want success you're going to need to work hard and put in the time to accomplish your goal of passing the GED. Let's talk about how much time you have in an average day by doing a quick time study on your daily activities.

Here is an example of what someone's typical day may look like:

6:30am	wake up
8:00am	out the door for work (had breakfast, etc.)
9:00am	at work – starting regular work day tasks
12:00am – 1:00pm	lunch
1:00pm – 5:00pm	finish the work day
6:00pm	back home; checked on kids- homework, etc.
7:00pm	had dinner; did a little relaxing watching TV
8:00pm	cleaning up kitchen, helping kids with school stuff
9:00pm	taking a rest; checking Facebook, watching cable TV reality shows
10:00pm	getting yourself ready for work tomorrow
11:00pm	tired, but not ready for sleep
11:30pm	sleeping

This person is pretty busy...how will they find the time to study for the GED? Unless they make the GED a priority they will never find it in their regular day to study for 1 hour. **You do have the time to study for the GED, but you need to have the discipline to eliminate low priority activities** like surfing the internet, texting on your phone, Facebook, TV, etc. In reality and when pursuing your goal of passing the GED, these low priority activities will only be time wasters. Of course, after you pass the GED you can go back to life as it was before this big GOAL. Who knows, maybe you'll decide to give these up and start a new big GOAL! So if you truly want to pass the GED you need to spend at least 1 hour a day studying. Remember, you want to push yourself and build momentum so make the GED a top time priority in your life!

Reflective Questions

How Much Time Do You Have To Study For The GED?
Could you free up at least 1 hour a day to do anything you want with the time?
What time of day do you find yourself having the most energy?
Name one time waster that you love to do each day? How much time do you spend on this activity?

Plan

Do You Make Things Happen Or Do Things Happen To You?



Now that you have committed to serious study time for the GED you need a proven game plan. This book will be a huge help as you don't want to "wing it" and try to figure out everything on your own. Take a day or two and read over this book so you can get yourself organized. Along with understanding the concepts in this guide you will need to get the right study material. There is a lot of free GED study material available, but the most important thing to have is a GED study guide with practice exams. So before you do anything else go to your local book store or Amazon and look for GED Exam Prep study guides. Make sure the book you get covers all GED topics and has practice exams—this is critical! Don't buy the book if it does not have practice exams. Of course, there are plenty of other great, free ways to supplement your GED exam prep book that can help you study individual topics...I list a few below:

- www.GEDMathLessons.com
- www.YouTube.com
- Local adult school or community colleges
- State or US Department of Education approved programs

Creating an effective plan will set you on the right path for GED success. I will talk about the specifics of a GED plan later in the book, but let me again stress the importance of planning in general with the little saying below...

"The 6 P rule"

1. P- proper
2. P- prior
3. P- planning
4. P- prevents
5. P- poor
6. P- performance

Reflective Questions

Do You Plan?
Name one time in your life that you made a plan and it worked?
Do you write a list of the important things you need to do each day?
How do you get ready for a big upcoming event? Do you manage the tasks over time or do you scramble last minute?
Do you know someone that is very organized with their time? If so, how do you think they would approach studying for the GED?

Action

Have You Done Everything Possible To Help Yourself Pass The GED?



When you get right down to it your ability to take action will determine your success on the GED. Nothing will change in your life unless you create the force of change. The force that changes where you are in life is **action**. How do you get yourself to take more action? Well, you need to have a burning desire deep down inside that motivates you to move your body and focus. Before we get into how you can pass the GED faster with action, let's go over some of the things you will need to do...

To successfully prepare for the GED you will need to:

- Read over study material
- Watch video lessons
- Do practice problems
- Take notes
- Take practice exams
- Grade practice exams
- Call to set up your exam date
- Other tasks not on this list...

Getting ready for the GED requires way more effort than you think. As such, if you really want to pass the GED fast you need to triple your action effort level. What I mean is you need to work at least 3 times harder than you think you need to work, to pass the GED. Most people dramatically underestimate how long or how hard a major goal takes to accomplish. To ensure your success you need to increase your study time and efforts by 3. For example, you need to take 3 times as many practice exams, watch 3 times as many video lessons, do 3 times as many problems than you were planning on doing, etc. If you take massive actions in your preparation for the GED you will pass with flying colors! Many people that want to pass the GED are looking for a guaranteed way, a method that will absolutely ensure they pass the GED. Well, if you work 3 times as hard as you think it would take to pass, YOU WILL PASS! Trust me, by dramatically increasing your intensity level and actions you will dominate the GED! Don't be like 50% of the people who take the GED and fail the test. These people failed not because they were not "smart" enough, they failed because they underestimated what it would take to pass.

Reflective Questions

Do You Take Action In Your Life?

What part of your life do you love to take action? Social life, work, hobbies, etc.?

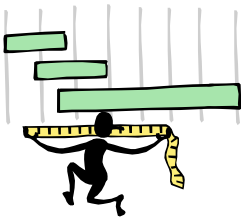
Do you over think things or do you act on ideas?

Which would motivate you to take more action, reward or failure?

Name one time in your life where you worked as hard as possible and achieved great results.

Measure

Are You Weak In All Areas Or Just In Some Areas?



The last thing that you want to do to help speed up how fast you pass the GED is measure. What I mean is you need to measure your progress. Write down the specific areas that you studied and track your weak and strong skills. However, don't spend too much of your study time measuring every little thing; you want a simple basic system that keeps track of your overall progress (I will talk about this more, later in the book). The primary reason you need to measure is that you'll want to spend more time studying your weak areas. Let me give you an example of the time you save if you have good records of your strengths and weaknesses. Years ago I was a sought after SAT tutor in a very affluent part of New Jersey. I had a track record of getting students to dramatically increase their SAT scores, so my services were constantly in demand. I was able to get students to improve significantly, because I knew what to focus on with my limited time spent tutoring them...generally about 1-2 hours per week. Before I started working with a student I would evaluate their strengths and weaknesses and then kept records on how they were improving. My measurement of a student's progress made all the difference and many of these students were able to improve rapidly.

When you study for the GED you simply can't cover everything 100 percent. The good news is there is no need to cover every single concept in-depth to pass the GED. What you need to do is review the things you know and spend more time studying the areas you need to improve in. The only way you know what to do is by measuring your progress. There are a number of systems you can use to keep track of your proficiency, but at a minimum you should use the following to help you determine your strengths and weaknesses:

- Your GED practice exam results
- Practice problems
- Your past experiences in school
- Your confidence about a subject

Reflective Questions

When Do You Measure?
Which one of your bills has gone up or down from last month?
How well do you track the record of your favorite sports team?
Do you look at what you have in your kitchen and pantry before making a grocery list?
Name one time in your life where you had to measure carefully to get the right results?

Learn How To Pass The GED Faster

Key Points to Remember

- ✓ *Establish a deadline to pass the GED—it should be no longer than 3 months away*
- ✓ *Passing the GED must be an absolute priority in your life*
- ✓ *Do what it takes to find at least 1 hour a day to study—cut out wasteful activities*
- ✓ *Follow a proven plan of action—reading this book will help you get started*
- ✓ *You will need to work 3 times harder than you think—dramatically intensify your actions*
- ✓ *Track and measure your progress—you need to know your strong and weak areas*





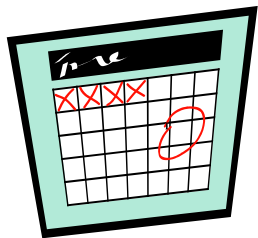
Step 3:

Create Your Personal Action Plan For Success

Before starting your first day of studying for the GED you want to create a personal action plan. Having an organized routine as you study will help you keep focused and improve your retention when you take the exam. I'm going to suggest a way to organize your study time based on my years of experience of helping students effectively learn and improve. **However, don't feel like you must follow my routine exactly.** Feel free to make adjustments if you think you can make more progress studying in a manner that you're more comfortable with. Nevertheless, most students need a starting point to come up with a plan and that's the main goal of this section. Even if you have an idea of how you plan to study for the GED you want to go create an action plan based on my suggestions then make modifications if you feel you need to. Are you ready to take a big step in passing the GED? Let's explore what should be in your personal success plan.

Build Your Study Calendar

Do You Track Important Dates In Your Life?



The first thing you need to do for your personal action plan is build your study calendar. However, before we can start building your calendar you need to determine what date you will take the GED. Contact your local school district and ask them for dates and locations for the exam. Once you have your target date, determine how much time you want to give yourself to study. Select a time frame of at least 30 days but no more than 3 months. Once you have determined your study time frame get a calendar you can write on.

For the first and last weeks I suggest you follow this plan:

- **Day 1:** Learn about the exam by getting a general overview of what's on the test, the rules and how it's graded. Also, work on your goals (use the goal worksheet in the extras section of this book).
- **Day 2- 4:** Determine your strong and weak areas. Your initial assessment of your skill levels may not be that accurate; however, we need to start somewhere to create a plan. But if you do the following you should have a good basic idea of your strengths and weaknesses:
 - Take a GED practice exam and see what areas are your best and worst
 - Think back to your school days and what areas were your best and worst
 - Scan through a GED book and try to get a sense of what areas you are most worried about
- **Final week:** Use the "Week Before Exam Checklist" located in the extras section of this book for your last week preparations.

Now, let's talk about setting up your main study plan

Split your remaining calendar days up into 5 units (not counting the first and last weeks)

** There is a worksheet (in the extras section) that makes splitting up your time in 5 units easy **

Study the following within each of the 5 respective study units:

UNIT 1:	Spend 1 unit of time studying/reviewing your strongest areas
UNIT 2A:	Spend 2 units of time studying your weakest areas
UNIT 2B:	Spend 2 units of time taking practice exams and correcting mistakes

I'm sure you may be a little confused so let's look at an example on the next page...

Let’s look at an example where you have given yourself 10 weeks to study for the GED. Take away the first and last weeks from your calendar, that leaves you with 8 weeks for your main study plan.

First, let’s determine how many days 8 weeks are...

$8 \text{ weeks} \times 7 = 56 \text{ days}$

OK, you have 56 days to study. So let’s see how long each of the 5 study units will be....

$56 \text{ days} / 5 = 11.2 \text{ days}$ for each study unit; let’s make it easy and call each study unit 11 days






Now that we have determined 1 study unit is 11 days long, we can organize our calendar.

- UNIT 1: Unit 1 is 1 study unit long so it will be the first 11 days
- UNIT 2A: Unit 2A is 2 study units long so this will be 22 days long
- UNIT 2B: Unit 2B, the last study unit, is 2 study units long so it will also be 22 days long

When we add up all the days in the above study units we get 55 days...pretty close to 8 weeks.

UNIT 1:	Spend 1 unit of time studying/ reviewing your strongest areas
UNIT 2A:	Spend 2 units of time studying your weakest areas
UNIT 2B:	Spend 2 units of time taking practice exams and correcting mistakes

Below is an example of what the start of a study calendar might look like given our 8 week study plan.

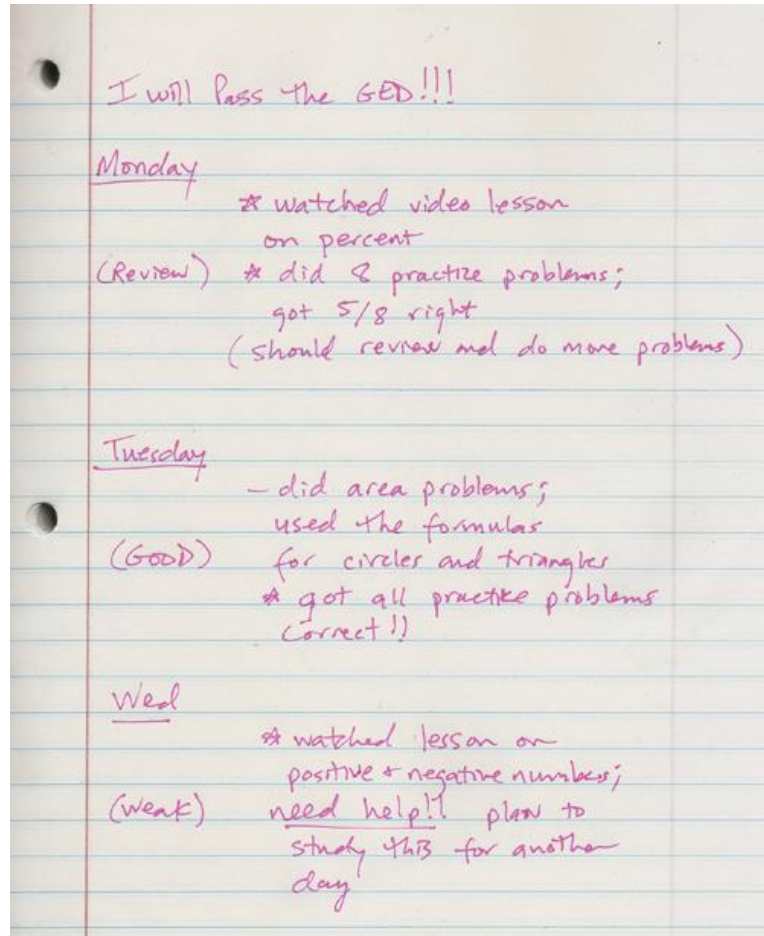
Sat	Sun	Mon	Tues	Wed	Thru	Fri
<i>Read the first part of my GED book; take at least 1 practice exam; start my study journal and write out a list of what I think my strengths and weaknesses are....be as specific as possible</i>						
						
Study UNIT 1 – The First 11 Days						
						
 						
Start Studying UNIT 2A – The Next 22 Days						
						

Start a Learning Journal

Can We Learn From Our Mistakes?



After you build your study calendar you want to start a learning journal. Pick up a simple notebook to use as your journal, something you can write notes in each day. Every day you study write key points in your journal to include major lessons learned, key concepts you improved in or areas that you really need to go back and review. Also use your journal to write down key metrics like how well you did on practice exams and how many problems you worked on. Below is an example of what a journal page entry might look like.



Reflective Questions

Can You Follow Directions?

Name one time in your life where following directions was critical to success.

Do you trust your memory to remember every last detail about something that happened last month?

How much can we learn from our mistakes?

Create Your Personal Action Plan For Success

Key Points to Remember

- ✓ ***Build a study calendar—use your deadline date to establish how many study days you have and then construct study units so you can effectively review strong and weak skills and take practice exams***
- ✓ ***Establish a learning journal so you can take notes on your progress***





Step 4:

Learn To Avoid The Top Reasons People Fail Exams

Now that you have a great study plan and you're working hard towards passing the GED, let's take a look at some common reasons people fail exams. Of course, the point of this chapter is to make you aware of these common pitfalls and more importantly talk about how you can avoid them. I can tell you from years and years of teaching math that even the best students can fail an exam for all sorts of reasons. However, I found that when a person fails an exam it's often for one or more of the following reasons:

- Bad Test Day
- Test Anxiety
- Poor Time Management
- Not Studying Effectively

We are going to look at all of these reasons in detail. But before we review, I want you to understand that you can significantly increase your chances of passing the GED if you can avoid these common mistakes. The key point I'm trying to make is that ***you need to over prepare for the GED—leave nothing to chance!*** When you sit down and take the GED for real, you need to have a tremendous amount of confidence that you are in control and you're ready to pass. So let's take a look at the top reasons people fail exams and more importantly how you avoid making the same mistakes.

Bad Test Day

Does “Stuff” Happen In Life?



Having a bad test day can be caused by many reasons but it’s often caused by lack of preparation and rest. People often fail an exam because they simply did not get enough sleep prior to the test or did not eat before the exam. Even if a person has studied effectively, but they are hungry or tired while taking the exam, the results will likely be bad. Remember, just because you prepared for the exam over weeks and months you still need to have a good test day to perform. Your brain needs to be fully charged the day of the GED exam, so you must ensure you have a good night’s rest and have eaten well before taking the exam. Also, if you are disorganized and scrambling on the day of the exam you’re dramatically increasing the risks of failing—don’t do this!!! So, how do you avoid having a bad test day? Well, the answer is simply to use good old fashion “common sense” in being extra responsible before the test. Let’s look at a few tasks that you’ll want to do in the days leading up to the exam that will help set the tone for a great exam performance.

Prevent A Bad Test Day:

- Eat extra healthy the week of the exam
- No alcohol the week of the exam
- Print all the testing information and keep it with you so it does not get lost
- Go to bed early the night before the exam; relax and do some light review for the test
- Wake up early and plan to be at the exam site at least 1 hour prior to test time; take your study material with you so you can review before the test

Passing the GED is challenging enough from an academic perspective, so being responsible and organized for the test is something you must do to give yourself the best chance at passing. I simply can’t stress this point enough—get yourself ready to take the GED early! Then rest, relax and visualize the success you will have!!!

Reflective Questions

Do Your Weeks Go Well?
Do you know the best way to travel to work to avoid traffic?
How much time in the morning do you give yourself to get ready for work?
Name one time where you planned an event like a party or holiday gathering and it went great.
If you were to win free tickets to your favorite theme park, how would you plan for the trip?

Test Anxiety

Do People Perform Well When They Panic?



When people are overcome by anxiety and worry they simply can't focus 100% of their effort on the exam. The end result is that they fail the GED because they are too nervous. You can avoid this common pitfall by realizing that even if you fail the exam you can take it again and again until you pass- **and you will pass.** So during the exam you need to do your best to relax and place all your mental energy on answering the questions. Let's consider a few things that should help you relax. First 50% of the people that take the GED pass the exam! For those people that failed I can assure you that many of them did very little studying. Because you have studied and taken the test seriously your odds of passing is greater than 50%—that's great news for you! If I had to guess, you have better than an 80% chance of passing the GED the first time (assuming you prepared as I suggest in this book). However, if you can't focus because of fear and panic during the actual test you will likely fail.

Here are a few suggestions that will help reduce panic and fear on the day of the exam:

- Take deep breaths (exhale slowly) during the exam
- Keep telling yourself that you are doing great on the exam
- Stay highly focused on 1 question at a time; don't let your mind drift
- Be mindful of how much time you have remaining so you don't rush at the end of a section
- Tell yourself before you start the exam "I will pass the GED today!!!" (and visualize it)

Remember what F.E.A.R. is.....

False
Evidence
Appearing
Real

Listen, people far less capable than you will pass the GED—don't let fear control you on test day! ***You can do this!***

Reflective Questions

When Your Fears Come True
Name one time in your life that something you were afraid of actually happened. Did you survive and learn from the experience?
Of all the things you worry about, what percentage of these things have come true?
Have you ever failed at something only to later succeed?

Poor Time Management

Have You Ever Run Out Of Time On A Test?



Running out of time and not answering all the questions on an exam is a top reason people fail tests. A person can be answering questions correctly, but if they don't finish enough of the exam to earn enough points to pass, they fail! Don't let this happen to you! The only way to get good at time management is by taking practice exams. Don't take the GED unless you have taken a few timed practice exams. You need to be very familiar and comfortable

with the exam format and the amount of time you will have. Later, I will be going over test taking strategies to help you manage your time on the exam. However, I need you to understand that it's critical you stay aware of how much time and how many questions you have remaining while you are taking the GED exam. With practice you will be able to get a sense of your "pace" on how long it takes you to answer questions, as this is how you will be able to complete the entire exam in time.

Here are a few suggestions to help you with test time management:

- Before you take a practice GED exam get a sense of how much time you have per question. Take the time for each section and divide by the number of questions for the respective section.
Example: a section has 20 questions to be done in 30 minutes, so $30/20 = 1.5$ minutes per question. Hence, your baseline pacing should be to answer each question in no more than 1.5 minutes.
- After each practice exam determine what your average time was to answer a question.
Example: you answered 17 questions out of a section of 20 questions in 30 minutes, so $30/17 = 1.76$ minutes per question. As you can see with the example you are taking a little bit longer than the baseline of 1.5 minutes to answer questions in this section, resulting in not answering all the questions.
- Do some extra practice on the sections that you are not finishing and work on getting your time per question down to finish most of the questions in the section; never allow 1 question to take up more than twice the baseline of your time on an exam! To use the above examples never spend 3 minutes on 1 question (**the only exception to this rule is if you have finished all other questions**).
- Apply the test taking strategies I will teach you later.

Reflective Questions

How Well Do You Manage Time?
What tasks do you do during the week that must be done in a certain amount of time?
Have you ever taken on a project expecting you had plenty of time to finish only to find out that you were unable to complete it in time?
How much do you think practicing improves a skill?

Not Studying Effectively

Do You Think Some People Study Better Than Others?



A person can “**study**” a GED book for a year and still fail the exam. Just because you “studied” for a test does not mean you will increase your chances of passing unless you studied effectively. Many people don’t take the time to examine how well their study plan is and just assume that everything will work out on the day they take the GED exam. Unfortunately, most people with this attitude don’t pass because they never understood that you have to work both hard and smart to pass the GED. Reading this book will give you a tremendous advantage in passing the GED, because you will approach your studying in a smart and logical manner. Also, you will be

learning time management and study techniques that most other preparation books don’t cover. Lastly, you will remain focused on learning from your mistakes, so no matter what happens you will eventually pass the GED.

To assure that you are studying effectively:

- Read this book completely before you start studying a GED exam prep book
- Make a commitment to quality study time—not the quantity of your activities (for example, don’t focus on how many pages you can flip through and scan over a book without really getting better at a skill)
- Hold yourself accountable during study time—you can pass this test if you commit 100%
- Make a decision that you will pass the GED and you’re willing to pay the price for success

Reflective Questions

Do You Work Hard And Smart?
Name something you have done that was hard only to discover there was a much better way to accomplish the task.
Do you think a person can hurt themselves in sports by not training correctly?
Have you ever spent a lot more time fixing something because you rushed to get it done and made mistakes?

Learn To Avoid The Top Reasons People Fail Exams

Key Points to Remember

- ✓ ***Be proactive and prepare early so you don't have a bad test day***
- ✓ ***If you fear the GED too much you will fail—relax, you can always take the GED again***
- ✓ ***Running out of time is a huge mistake! Get better at pacing yourself through the questions by taking many practice exams***
- ✓ ***When you study make sure it's effective—don't study the GED in a half-hearted or minimal effort manner, as it will do nothing to help your chances of passing***





Step 5:

Master Essential Test Taking Tips And Tactics

The last chapter of this book will cover some simple, yet great little test taking tips that can really help you on exams. In order to really master these tips you need to take as many practice exams as you can...I can't stress this enough. Knowing and being very familiar with the exam and question format will make you very comfortable the day of the exam. There is a saying in the Marine Corps that states "you will fight like you train." Passing the GED is like a battle that you must fight in order to improve your future. As such, your success on the exam will be directly proportional to your training program.

A good training program for the GED involves:

- Understanding what will be on the exam.
- Assessing what knowledge and skills you currently have.
- Improving and learning more knowledge and skill to close gaps.
- Practicing and mastering the art of test taking.

This section of the book will look at the "art" of test taking. You need to train yourself how to approach and manage the mental battle that happens during the exam. I will give you some excellent tactics that will help you quickly and successfully react to the unknowns that will be on the GED. So get ready to pay special attention to a few test taking tips that, if you follow correctly, will help boost your chances of success on the GED.

Skip Questions

Are Some Questions Just Too Hard To Answer In Time?



Yes! That's right, skip questions! However, **skip questions only if you have absolutely no chance of figuring them out, or know that finding the solution will take you too long.** You see many people get stuck on 1 hard question that eats up 20% of their exam time. Unfortunately, this reduces the amount of time they have to spend on questions they can answer correctly. It's smarter for you to invest the majority of your time in the questions you have the best chance of getting right. The only way you get good at judging if you should skip a question is by taking practice exams. Knowing that you can quickly skip a very difficult question to move onto 3 easy questions can be a tremendous advantage on passing. **A word of warning: don't try this skipping technique, unless you have really prepared for the GED and taken plenty of practice exams as you risk leaving questions blank. As such, you must never leave a question blank! I will talk more about this later in the "guessing" section.**

When considering skipping a question:

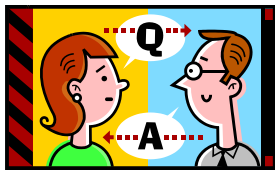
- The topic you are facing should be one of your worst
- You have no idea what the question is asking—you are totally "lost"
- You believe you can answer the question, but the process will take you a long time
- You have answered 90% or more of the questions with a high degree of confidence and don't need to worry about getting more questions right. **Never, ever think that you have done just enough to pass! Never assume that your answers are all correct as I can assure you that some will be wrong. Hence, you must use your very last minute of the exam to focus on getting as many questions answered correctly—this I can't stress enough! Also, never leave a question blank! Later, I will talk about when to guess.**

Reflective Questions

How Many Ways Can You Win?
Does a baseball team have to win every inning to win a game?
Is it smarter to pick your battles or fight every issue head on?
Can you get hired for a job even if you did not answer all the interview questions perfectly?

Start By Looking At The Answers

Would You Like Clues To Answer GED Questions Correctly?



On multiple choice questions the best place to start is by looking at the answers. Often times you can eliminate answers or pick up clues on how to select the correct answer by looking at your choices before reading the question. Moreover, there may be times when you can use the multiple choice answers to get a question right even if you don't know how to solve the problem (like the example below). So when you see a multiple choice question stop and quickly scan the answers before you try to figure out the correct answer.

Below is an example of how you can use this tip to answer a question you don't know how to do...

Select the solution to the equation

$$4x^2 - x = 2x + 27$$

- a. $x = 5$
- b. $x = 3$
- c. $x = 1$
- d. $x = -9$

Let's assume you don't know how to solve this equation. You can still answer the question by checking each answer into the equation and see what number "balances" the equation making the left value = to the right value. The number that balances the equation is the right solution...

$$4x^2 - x = 2x + 27$$

Let's try answer "b" by plugging in $x=3$

$$4(3)^2 - (3) = 2(3) + 27$$

$$4(9) - 3 = 6 + 27$$

$$36 - 3 = 33$$

$$33 = 33$$

OK, $x=3$ is the correct solution because when we plugged it into the equation and simplified both sides were equal.

Reflective Questions

Do You Look For Clues?
Before you buy an expensive product do you read online reviews?
When making a big decision do you first try to understand all your options?
Can a person's answer to a question tell you a lot about them?

Find The Question And Read It Twice

How Easy Is It To Read Something One Time And Miss Important Details?



One of the biggest mistakes people make on an exam is not answering the question being asked. Oftentimes, exam questions are designed to test a person's ability to comprehend and answer a specific question hidden within the problem. As such, some problems can be confusing on what needs to be answered. The best way to determine the "**real question**" in a problem is to locate the question mark (?). Now, that might sound obvious but trust me many people quickly read over a question and will not know what they should answer. Once you've located the "?" back up and read the sentence that ends with the "?" –this is your question. You need to read the actual question at least twice to ensure you completely understand what the question is asking. If you don't understand exactly what the question is asking, you won't be able to answer it correctly. Remember, questions are designed not only to test your knowledge, but your ability to concentrate, comprehend and analyze; so be absolutely sure you understand the question before answering.

Example- what is the question below?

A man and his wife go to the store to purchase carpet to install in their living room. After looking at various selections they have narrowed down their options to 2 different types of carpets. To get a sense of their budget for upgrading their living room they need to determine how much the carpet will cost based on a room that is 15 feet x 20 feet. They are thinking about buying a 25 feet x 25 feet carpet section for \$1.25/square foot. However, they are also thinking about buying another carpet that is 20 feet x 20 feet for \$1.50/square foot. Which carpet option would cost them less to upgrade their living room? The couple has also looked at two other carpet selections for \$1.75/square foot and \$2.00/square foot, but they decided not to consider these carpets for their final choice.

The question is "**Which carpet option would cost them less to upgrade their living room?**"- to answer the question correctly you need to focus on \$1.25/sqft and \$1.50sqft carpets.

****The last sentence (below) was just extra information that was thrown into the question to confuse you.****

"The couple has also looked at two other carpet selections for \$1.75/square foot and \$2.00/square foot but they decided not to consider these carpets for their final choice." (This sentence has nothing to do with the question you need to answer.)

Reflective Questions

Do You Have A Perfect Memory
Have you ever read a page in a book and have no idea what you just read?
Did you ever have to read directions to a new gadget over and over to figure out what to do?
Do you think some test questions can be designed to be "tricky"?

Guess! Only As A Last Option

Would You Take 50/50 Odds To Pick A Winner?



I'm not going to talk too much about guessing on the GED because it's something that you don't want to do a lot of on the exam. However, because the GED does not penalize you for wrong answers, guessing is something we can consider as a last resort. Now, the rules may change so it's up to you to find out what the latest rules are for scoring on the exam. Nevertheless, I'm pretty confident that the GED folks will not start penalizing you for guessing—hence, you will only get credit for right answers and zero credit for wrong

answers. So with all that said, let's talk about when you should guess. **STOP: Let me stress once again, that guessing is a tactic that you should not depend on too much, as your main objective is to study and know how to answer questions correctly.**

When to guess on a question:

- In general, if you can absolutely eliminate two answers on a multiple choice question and you have no other choice...then guess! You may have a 50% chance of getting the question right.
- After you've focused all your time on those problems you can figure out and you've finished the exam early, go back and try to work on those "impossible" problems again; try to eliminate 1 or 2 choices before guessing.
- When you're down to your last 5 minutes you should stop and see how many questions you left blank; you CANNOT leave questions blank so have a wrap up plan to go back and guess if that's all you can do

Remember, guessing should be done only as a last option; however, the only thing worse than guessing is a question that you did not submit an answer for...never, ever leave questions blank!!

Reflective Questions

When Does Guessing Pay Off?
Name one game you play that involves guessing. How can you increase your chances of winning this game?
Would you feel pretty confident of winning a game of "heads and tails"? (The flip of a coin.)
How many people at work don't really know what they're doing, but somehow remain employed? Do you think these people guess a lot?

Post Test Goldmine

Experience Is the Best Teacher, Don't You Agree?



Reality check: you may not pass the GED the next time you take it; the reasons can be endless. However, you will pass the GED if you don't quit studying and improving. One of the best things you can do to ensure success (just in case your score was not enough to pass) is to brain storm right after you take the test. As soon as the test is over write down everything you remember about the exam in case you need to retake it. You should write down the questions you saw, how many of the questions you were able to answer, the sections you thought you were good and bad in, and any other things you can remember about the exam.

Also, you may want to ask fellow test takers what they saw on the exam and get their overall impressions. Once you get home keep going over and over all the lessons you learned about the exam and how you studied for it. Now, if you get the notice that you passed the GED...GREAT! However, if don't pass and you need to take the exam again, your post test brain storming will be of tremendous value and will help you get through on your next attempt.

Right After The Exam You Should:

- Write down as many questions as you can remember
- Talk to other test takers about the questions they saw
- Write down the easy and hard parts of the exam
- Write down how much you guessed
- Try to determine the areas you may need to work on just in case you need to retake the exam
- Reflect on your study approach for the test; did you study effectively and long enough to pass?

Reflective Questions

Don't Miss A Huge Opportunity
Before you start a new project, do you think about your experiences from past projects?
If you lose a game, does that mean you will lose the next game?
Name a skill that you have become better at from more practice or experience.

Master Essential Test Taking Tips And Tactics

Key Points to Remember

- ✓ *Skip questions that will take much longer to complete or you can't figure out; however, remember that you must follow up and guess as a last resort—never, ever leave a question blank*
- ✓ *Look at the answers first—often times the answers will contain clues to help you select the right answer*
- ✓ *Always read a question twice—never assume you know what the question is asking by reading it only once*
- ✓ *Guess if you have no other choice; never leave a question blank! Also, do your best to eliminate and narrow down the number of answers you will guess from*
- ✓ *After the test write everything you can about the exam—In the event you have to retake the exam your post test notes will be of tremendous value in passing the next time around*



Here Is The Key Take Away From This Book:

YOU CAN PASS THE GED!!

It may take you 1, 2 or 3 attempts, but you can pass the exam if you work hard and smart—reading this book will get you started in the right direction and dramatically increase your chances of passing the GED exam the first time



Success is up to you...

Never stop running towards your goals...

Passing the GED is right around the corner if you start taking massive action today!

GOOD LUCK! You Can PASS The GED!!

Great Extras To Help You Get Started

- Goal Worksheet
- Pass Faster Worksheet
- Study Calendar Worksheet
- Week Before Exam Checklist
- Summary of Key Points
- Famous People That Passed The GED
- Inspirational Quotes

Goal Worksheet

List the top 3 ways passing the GED will change your life?

How will NOT passing the GED limit you now and in the future?

Other than yourself, who are two people that you will empower or impact by passing the GED?

What's the biggest negative consequence of not passing the GED?

Pass Faster Worksheet

What is your deadline date to take the exam (should be less than 90 days from today)?

How many hours a week do you watch TV?

How many hours a day do you “surf” the internet?

Are you willing to reduce the amount of TV/ internet time for a while so you can study for the GED? Why or why not?

Write the top 3 current/urgent priorities in your life? Can you add passing the GED to this list? Why or why not?

Based on how you normally spend your time what are your plans to create a minimum of 1 hour a day to study for the GED? What times during the day will this be?

Study Calendar Worksheet

Note: The study calendar does not count week 1 and the last week – see the personal action plan for clarification.

Step 1: First determine how many weeks you plan to study: weeks (don't count first/last week)

Step 2: Next weeks x 7 = this is how many days you plan to study

Step 3: OK, you have days to study- So let's see how long each of the 5 study units will be....

Step 4: The number of days you plan to study: / 5 = days (**THIS IS HOW LONG 1 STUDY UNIT IS**) make it easy and round the days (no decimals)

UNIT 1: Take the number above in the yellow box: this is how many days your first study unit will be

UNIT 2A: The next two study units will be the yellow box number x 2 =

UNIT 2B: This study unit is the same number of days as unit 2A:

Use a general blank calendar like the one below to write out your study units and what you will be doing in them

Sat	Sun	Mon	Tues	Wed	Thru	Fri

Study Units	Recommended Focus For Each Study Unit
Unit 1	Review and study strongest areas
Unit 2A	Review and study weakest areas
Unit 2B	Take practice exams and correct mistakes



Week Before Exam Checklist

- ☐ Verify test date, location and time and determine how long it will take you to arrive at least 30 minutes before the test to the location
- ☐ Have all needed paperwork, material and ID gathered and ready well before the test day
- ☐ Review your entire study journal
- ☐ Review test taking tips
- ☐ Take a full practice exam
- ☐ Review your goals
- ☐ Maintain a high level of positive energy; think only positive thoughts—see yourself passing with a top score



Summary of Key Points

Step 1- Eliminate The Fear Of Failing And Self-Doubt

- **Goals:** you must establish and write passing the GED as a goal; link your goal to the great things that will happen if you pass the GED and also the negative consequences if you don't pass
- **Energy level:** you must increase your energy level by getting into a better mental state and improving your diet/exercise
- **Thinking pattern:** change any thinking patterns you have that are not productive; get yourself to really feel and believe that you will be passing the GED
- **Negativity:** get all the negative people and news out of your life as best you can

Step 2- Learn How To Pass The GED Faster

- **Deadlines:** push yourself to pass faster by not stretching out your goal of passing the GED more than 3 months
- **Priorities:** commit to earning your GED; make it a top priority in your life
- **Time:** eliminate all the wasteful activities you do during a normal day; you will need 1 hour per day to study
- **Plan:** get the right books and materials to study; remember you will need to work an organized plan to pass faster
- **Action:** you need to study at least 3 times harder than you think you do to pass; hence, you need to step up your actions massively
- **Measure:** keep track of your progress as you can't study everything all the time

Step 3- Create Your Personal Action Plan For Success

- **Build your study calendar:** this is a recommended way to use your study time to review strong areas and improve weaknesses; also expect to take many practice exams
- **Start your learning journal:** this will allow you to measure how your study efforts are going

Step 4- Learn To Avoid The Top Reasons People Fail Exams

- **Bad test day:** prepare early and make sure the week of the exam goes smoothly
- **Test anxiety:** focus on the exam; don't stress! You can always retake the exam
- **Poor time management:** make sure you know how to pace yourself on the exam so you can answer all the questions
- **Not studying effectively:** don't waste your time studying poorly—you will not pass; be smart and study effectively

Step 5-Master Essential Test Taking Tips And Tactics

- **Skip questions:** skip those questions that will take too much time; focus your time on questions you can answer; guess as a last option
- **Looking at answers first:** oftentimes, the answers provide clues to the questions
- **Reading questions:** you must find and read all questions twice; make sure you really understand what the question is asking
- **Guessing:** never leave a question blank; guess if you have no other option; however try to eliminate some answers to improve your odds of guessing correctly
- **Post test goldmine:** write down as much as you can after the test just in case you did not pass; if you have to take the exam over your post test notes will give you a tremendous advantage the next time around

Famous People That Passed The GED



- ❖ Christina Applegate
- ❖ Bo Bice
- ❖ David Bowie
- ❖ Nicholas Cage
- ❖ 50 Cent
- ❖ Bill Cosby
- ❖ Oscar de la Hoya
- ❖ Eminem
- ❖ Michael J. Fox
- ❖ Paris Hilton
- ❖ Peter Jennings
- ❖ Angelina Jolie
- ❖ Pink
- ❖ Mary Lou Retton
- ❖ Chris Rock
- ❖ Jessica Simpson
- ❖ Christian Slater
- ❖ Dave Thomas

Inspirational Quotes

“The greater the obstacle, the more glory in overcoming it.”

“There are no negatives in life, only challenges to overcome that will make you stronger.”

“Sometimes the darkest challenges, the most difficult lessons, hold the greatest gems of light.”

“If we are not allowed to deal with small problems, we will be destroyed by slightly larger ones. When we come to understand this, we live our lives not avoiding problems, but welcoming them as challenges that will strengthen us so that we can be victorious in the future.”

“Things turn out best for those who make the best of the way things turn out. Things turn out best for those who make the best of the way things turn out.”

“When we are only victorious over small things, it leaves us feeling small.”

“It is easy to smile in the face of a challenge, when we believe in ourselves that we won't back down.”

“We may have to struggle to achieve our goals, but our struggles may yield as much growth as our learning. The strengths we develop in overcoming challenges will be with us in the eternities to come.”

“The tough challenges we encounter, makes us stronger, and wiser. With each victory we gain something of value; our character is strengthened.”

“The best way to overcome a challenge is to walk over it since you wouldn't be tripped or blocked by it.”

“Struggle is proof that you haven't been conquered, that you refuse to surrender, that victory is still possible, and that you're growing.”

“When you encounter obstacles, don't turn your back on them. Face them, confront them and you will see them dissolving in front of your eyes.”

“Only those who never step, never stumble.”

“Success is often followed by failure. Yesterday's victory doesn't win today's battle.”

“You're better than the life you've settled for. RISE to the challenge of your dreams! Don't just dream it - LIVE it!”

“Never restart a journey and use the same road that failed you before.”

“No one is without troubles, without personal hardships and genuine challenges. That fact may not be obvious because most people don't advertise their woes and heartaches. But nobody, not even the purest heart, escapes life without suffering battle scars.”

“Use what you've been through as fuel, believe in yourself and be unstoppable!”