PREP ACADEMY

GMAT ERROR LOG

A repeatable process for learning from every mistake.

Purpose Use this process for every incorrect answer, lucky guess or question that took too long. The goal is to understand the cause of the error, learn the correct method and decide what to do differently next time.

HOW TO ANALYSE EACH ERROR

1. Identify the question	Record the date, source or mock exam, section, question ID and topic. Note how long you spent and whether your answer was correct, incorrect or a guess.
2. Classify the main cause	Choose the primary reason. Concept gap; misreading; unsuitable strategy; flawed reasoning; calculation error; time pressure; misreading data/evidence; guessing; careless execution; or other.
3. Reconstruct your thinking	Write what you thought the question was asking and the method you attempted. Pinpoint the exact step where your reasoning or execution went wrong.
4. Find the key insight	Identify the clue, rule, concept or piece of evidence you missed. Explain why it matters to solving this type of question.
5. Write the correct approach	Explain the solution in your own words, step by step. Focus on the reasoning and decision process, not just the final answer.
6. Turn it into an action	Write one practical rule or behaviour to apply next time. For example: underline the constraint, test the answer choices, estimate before calculating, or check units.
7. Revisit the error	Return to the question later and solve it again without looking at the solution. If you cannot explain the method or repeat it independently, keep it on your review list.

ERROR CATEGORIES: QUICK REFERENCE

Category	What it means
Concept gap	I did not know or understand the underlying rule.
Misread	I missed a word, condition or constraint.
Strategy	I chose an inefficient or unsuitable method.
Reasoning	My logic, inference or evaluation was flawed.
Calculation	I made an arithmetic, algebraic or manipulation error.
Time pressure	I rushed, lost time or spent too long.
Data / evidence	I misread a table, chart, passage or source.
Guessing / careless	I guessed without a reliable method or made an avoidable slip.

ERROR LOG — PRACTICE RECORD

Use one row for each question you review. Add more copies of this page as needed.

Date / Question ID	Section / Topic	Main error category	What went wrong?	Key insight / missed clue	Correct approach (brief steps)	My action for next time	Reviewed again?

Review reminder Re-attempt the question later without looking at the solution. Tick the final column only when you can solve it independently and explain why the method works.