The 90-Minute Performance Test Game Plan

A controlled starting allocation. The task memo controls the product, tone, organization, and required components.

Completion matters, but there is no single mandatory 45/45 method. Use this allocation as a starting point, record where your process breaks, and adjust through timed practice.

Phase 1: Read and build the working outline - about 45 minutes

1. Task memo - about 3 to 5 minutes

- Identify the role, audience, product, tone, and every task.
- Copy the requested structure into a working outline.
- Note any express instruction to include or omit a statement of facts, introduction, headings, citations, or conclusion.

2. File preview - about 2 minutes

Inventory the documents and likely factual disputes. Do not begin a full read until you know what law the library supplies.

3. Library - about 20 to 25 minutes

- Extract the controlling rules and place each under the task it answers.
- Capture the reasoning and legally significant facts, not merely the holding.
- Notice authority level, mandatory versus persuasive language, exceptions, and the result.
- Follow the task memo's citation instructions; do not force one citation style into every assignment.

4. File - about 15 to 20 minutes

- Read with the library rules visible.
- Place supporting and adverse facts under the relevant rule or subissue.
- Track document reliability, dates, and contradictions when they matter.
- Finish with an outline detailed enough that drafting becomes assembly rather than rediscovery.

Phase 2: Draft the requested product - about 45 minutes

Start with the analysis

Draft the sections that earn the most points first. Use the requested organization and integrate rules, authority reasoning, file facts, counterarguments, and conclusions.

- Use descriptive headings that answer the task when the assignment permits them.
- Compare and distinguish the file facts from the library authorities.
- For an objective product, address material arguments on both sides. For a persuasive product, confront adverse facts and explain why your position remains stronger.
- Do not spend early minutes polishing an introduction while major analysis remains unwritten.

Reserve the final 8 to 10 minutes

- Complete any required introduction, facts section, headings, or conclusion.
- Confirm that every task from the memo has a visible answer.
- Repair incomplete sentences, names, dates, and obvious citation errors.
- Submit a complete, readable product rather than polishing one section while another remains blank.

Suggested checkpoints

Time remaining	Target
85 minutes	Task memo converted into a working structure
60 minutes	Library rules and authority reasoning captured
45 minutes	File facts placed and drafting begins
20 minutes	All major task sections underway
10 minutes	Close analysis; complete required front/back matter and review

Diagnose your process after every PT

- Task control: Did the response match the assigned product and answer every task?
- Rule synthesis: Did you combine the library authorities accurately?
- Fact use: Did you explain why file facts mattered under the rules?
- Organization: Could a reader follow the answer quickly?
- Completion: Where did the plan first break, and what will you change next time?

This resource provides a practice framework. Always follow the task memo and the instructions for your examination administration.