An oral examination* can be seen as a thinking out loud demonstration about the course content. Difficult with an oral exam is that you don't know exactly what to expect and that you have to answer the questions quickly, which might make you forget things. All this makes it one of the most feared exams, but you have to think that an oral exam also has a lot of advantages. After all, if you are able to argue your answers well, they cannot be immediately wrong. You also have more opportunities to make adjustments in response to the follow-up questions you receive and the body language of the examiners.

Preparation for the exam
Just as with your written exams, the outcome of an oral exam depends on the preparation. The best preparation consists of multiple elements:

Gain information
In the lectures, the professor can give you useful tips on which you need to pay attention to during the oral exam. Besides, the teachers often emphasize the most important topics of the course during the lectures. Pay extra attention to these topics in your preparation.

In some oral exams, you can indicate which topic you want to start with. Prepare this subject well and make sure you have prepared all the side steps of this subject so that the conversation can expand easily. You can do this by making a mindmap* of the different subjects in advance, which will help you to see the connections more quickly.

Structure
Each discipline has a fixed structure in which the different subjects are discussed. Usually the more general questions are asked at the beginning and become more difficult as the conversation progresses. Make sure that you are familiar with this structure from your oral subjects. By being familiar with this structure, you will be able to maintain it when answering the questions during your oral talk.

Think ahead
Write down questions yourself that you expect the teacher will ask during the oral exam. Practice with these questions so that you can easily talk about the material and already formulated some answers.
Practice!
Try to practice out loud in your preparation. By practicing out loud you will find out which subjects need a little more attention, as you will start to "stumble" in your speech if you don't know something. Besides it may be helpful to practice with fellow students by talking about the material or asking questions. This will train you to put what you know into words. This can be done in person, but as well online or by phone.

Practical preparation
Know which online tools are used. Make sure you know in time whether you need to install something or do a set-up. Know when you need to be available and make sure your devices and location are in order. So you can start quietly—without stress.

During the exam
There you are. After your good preparation you are waiting in the online lobby to be picked up for your exam. Here some tips to perform optimally during the exam:

Make sure to feel comfortable
First of all, you have to ensure that you feel comfortable during the exam. Put on some clothes that makes you feel comfortable and confident, don’t forget to eat and drink something before the exam and make sure you log in on time. Sit confidently and greet clearly in the language in which you are going to do your oral exam. If you appear friendly it is already a positive start! It's okay to mention if you’re slightly nervous or tensed. This might be a new situation for you so it's normal that you need a few minutes to acclimatize.

Don’t forget to listen
Oral exams are all about talking, right? No! Oral exams are about intelligent listening and intelligent talking. Make sure to listen, pay attention and stay focused throughout the entire exam. Listen attentively to questions and follow instructions given. If a question is unclear, ask your teacher for clarification. To better understand the question, it helps to repeat the question in own words. This also gives you more time to formulate an answer.

Answering
Show them what you know and try to be as complete and punctual in your answer. Think out loud and make your argument complete, without skipping any steps. An oral exam is usually a demonstration in "thinking out loud" about the subject matter. Sometimes you also need to know a lot of facts. However, you don't have to know everything exactly. Upper also your suspicions if you are in doubt.

Don’t know something?
You really don't remember the answer? Could happen. Perhaps this is more difficult with an oral exam because the teacher is with you. Realize that you don’t need to know everything that they ask, but that you need to know enough. Admit that you don’t know the exact answer to that one question, and perhaps refer to something else you do know. It can also help to put into words what is not the answer. To exclude answers out loud breaks through a painful metal silence search. While thinking out loud about the different answers you might reach the right one. If you can't figure it out at all, ask for a new question.
Body language
It is important to realize that your visual appearance and your body language* are vital forms of communication that you need to pay attention to. Body language in particular can make or break an oral presentation. Your body language is so powerful it will either reinforce your message or contradict it.

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Video: 5 tips to help you with a speaking exam: https://www.youtube.com/watch?v=1I9zr_TmVvQ
Video: Mindmapping: https://www.youtube.com/watch?v=xCyjFipytRE
Video: Body language: https://www.youtube.com/watch?v=1sfM-xx7thI

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