

# Strategies for Test Taking



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# References

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# **Strategies for Test Taking**

**Top Ten Strategies for Test Taking**

**Following Directions**

**Taking Objective Tests**

**True False**

**Multiple Choice**

**Matching**

**Test Anxiety**

# **Top Ten Test Taking Strategies**

- 1. PREPARATION**
- 2. PREPARATION**
- 3. PREPARATION**
- 4. PREPARATION**
- 5. PREPARATION**
- 6. PREPARATION**
- 7. PREPARATION**
- 8. PREPARATION**
- 9. PREPARATION**
- 10. PREPARATION**

There is no substitute for the  
**Self Confidence**  
that comes with being

Well Prepared

# **Following Directions**





**The following exercise tests how well you follow directions. Wrong answers will count against you. Do not begin answering any questions until you have read all the questions. You have one minute to complete all your answers. Write answers on your own paper.**

- A. Write your name, last name first**
- B. Count the letters in your name and write the number**
- C. In what year did Columbus arrive on the American continent?**
- D. Divide answer b into answer c.**
- E. What year did you begin high school?**
- F. Multiply answer d by answer e.**
- G. Write down the number of the one correct statement**
  - 1. The union Army lost the battle of Gettysburg.**
  - 2. The Apollo Twelve landed on the moon in 1969.**
  - 3. Ronald Reagan was the fifty-first President of the United States**
  - 4. There are fifteen planets in our solar system.**
- H. Square the number you answered on question g.**
- I. How many days are there in a leap year?**
- J. Multiply answer *i* by answer *h* and then multiply that answer by answer *f*.**
- K. If you understand this instruction write *yes*. Answer only every other question in this test beginning with a.**
- L. Do not answer this question: Write the square root of the answer you gave in question j.**


# *Suggested Strategies for* *Objective Tests*


**The following exercise will help you take advantage of the clues within the test**

## *Some additional strategies*

-  **Be sure to PREVIEW the test by reading all the stem portion of the questions(not the options or answer choices).**
-  **Note the organization of the test.**
-  **Look for information that will jog your recognition memory and help you on another question on the test.**
-  **Scan for point value. Allot your time accordingly.**

## *Some additional strategies cont'd*

 **On a machine scored answer sheet, mark the bubble dark enough to be read, but not so dark that you can not make a complete erasure.**

 **Do not make random marks on the score sheet which could be picked up by the machine as a wrong answer.**

# *Strategies for true false questions*

Notice **ABSOLUTES** such as

**all, none, not, always, never, no, equal,**

Notice **QUALIFIERS** such as

**most, some, usually, sometimes, great, much, little more, less**

**Because professors want to leave you with true information, “true” is statistically more often the correct answer.**

**Read for the main part of the question. The true or false is based on this.**

**T F In 1787, the year the Unites States ratified the Constitution, Washington, D.C. was our nation’s capital.**

# **Strategies for multiple choice questions**

**Think of a multiple choice question as a series of true/false questions.**

- In 1787, the year the United States ratified the Constitution**
- a. Washington became the country's first president**
  - b. Washington, D.C. became the nation's capital.**
  - c. New Mexico was admitted to the Union**
  - d. the country had no official capital**

## **Strategies for matching questions**

**Answer the items you know best. An incorrect match can lead to a chain reaction.**

**Match the longer side to the shorter side. You will be able to read the items more quickly.**

# Matching Tests

1. Clustering
2. Precision
3. Questioning
4. Metric System
5. Writing Skills
6. Maxwell

- a. Is used for scientific measurement
- b. Realized that people mentally visualize abstract concepts
- c. Is characteristic of the sciences.
- d. Are needed to do good lab reports
- e. Helps to fill gaps in understanding
- f. Involves placing facts and ideas into groups and categories

# More Objective Test Strategies

Pick the correct answer for each of the questions in your handout.

Think about why you chose the answer you did.

In this exercise, **WHY** you chose the answer is more important than choosing the correct answer.

1. Dickens' *A Tale of Two Cities* takes place in what two cities?
  - a. Glasgow & London
  - b. New York & Paris
  - c. Paris and London
  - d. Dublin and Edinburgh

***Correct Answer: C***

***Both Paris and London are mentioned twice in the answers while the other cities are only mentioned once. If you only remember one of the two cities, you have to make a choice.***

2. Italy has been handicapped by all of the following except:
- a. limited natural resources
  - b. a shortage of fertile soil
  - c. a lack of adequate ports
  - d. overpopulated farm lands

***Correct Answer: C***

***Using background knowledge, you would hopefully know that Italy is a boot shaped peninsula surrounded by water on three sides, thus making “a lack of adequate ports” not possible.***

3. Which of the following is closest in value to  $\frac{1}{3}$ ?
- a.  $\frac{1}{4}$
  - b.  $\frac{3}{8}$
  - c.  $\frac{3}{16}$
  - d.  $\frac{5}{16}$
  - e.  $\frac{7}{16}$

***Correct Answer: D***

***First, use the process of elimination. By looking at the five answers, you will see three that are similar (C, D, E). This could indicate that one of the answers lies within, as in this case it does. If you didn't know the math for figuring out the answer, at least you could narrow down the possibilities. By knowing the answer is probably in 16ths, then figuring  $\frac{1}{3}$  into 16ths seems an efficient use of your test-taking time.***

4. An example of a mismatched relationship is:
- a. Chicago and Illinois
  - b. Birmingham and Florida
  - c. Kansas City and Missouri
  - d. Phoenix and Arizona

***Correct Answer: B***

***The key word is mismatched. In order to find the answer, you need to first find the matching ones. This can help eliminate some of your choices. By matching the city correctly to its state, then A, C, and D are not the mismatched one. Letter B is.***

5. The purpose of the class in formalizing is to remove:
- a. class-prags
  - b. tremalis
  - c. cloughs
  - d. plumats

***Correct Answer: A***

***Because “class” is in the answer.***

Trassig is true when:

- a. Lusp crosses the vom.
- b. the viskal flans, if the viskal is donwil or zortil.
- c. the belgo fluids.
- d. dissies lisk easily.

***Correct Answer: B***

***There are two reasons why letter B is the correct one.***

***It is the longest answer.***

***It satisfies the condition presented in the question***

***(. . . is true when . . .) by the word if.***

7. The sigla frequently overfesk the treisum because:
- a. all siglas are melious.
  - b. siglas are always votial.
  - c. the treisum is usually tarious
  - d. no tresta are feskable.

***Correct Answer: C***

***Letters A, B, and D use definite terms such as all, always and no. The question uses the word frequently making letter C with the word “usually” a better answer.***

8. The fribbled breg minters best with an:
- a. derst
  - b. morst
  - c. sortar
  - d. ignu

***Correct Answer: D***

***Letter D best satisfies the grammar rule that a vowel must come after a consonant when using the word an. Most instructors don't make it this easy for you but if they do, be aware of it.***

9. Among the conditions for trystal doss are:
- a. the spas fropt and the foths tinzed
  - b. the kredges trott with the crots
  - c. few rakobs accept in sluth
  - d. most of the polats are thenced

***Correct Answer: A***

***Letter A is the only answer that satisfies the plural question of “conditions”.***

10. Which of the following (is,are) always present when trossets are being graven?
- a. rint and vost
  - b. vost
  - c. shum and vost
  - d. vost and plume

***Correct Answer: B***

***The key word is always. Vost is “always” present in all of the answers.***

11. The mintenng function of the ignu is most effectively carried out in:
- a. a razma tool
  - b. the gorshing stantil
  - c. the fribbled breg
  - d. a frally sush

***Correct Answer: C***

***The answer is given in question 8. (Remember that previewing the playing field can help find answers within a test!)***

12. If you had a question that you didn't understand but could take ANY guess, which choice would you pick?
- a. a
  - b. b
  - c. c
  - d. d

***Correct Answer: C***

***According to studies of instructor created exams (not standardized tests), this is the most common answer given on multiple-choice exams, followed by B, then A, then D. When all else fails, a "C" guess is better than no answer at all!***

# **Anxiety: Breaking The Grip**

# Stress and Anxiety

Recognizing

Explaining

Controlling

Recognizing

**Explaining**

**Controlling**

# Recognizing Stress & Anxiety: Symptoms



Pounding Heart

Shaking

Dizziness

Sweating Palms

Shortness of Breath

Headache

Irritability

Mental Blankness

Recognizing

**Explaining**

Controlling

# Explaining Anxiety:

## Fight or Flight:



**The Body's Natural  
Response to a Threat**

**to its**

**Physical Wellbeing**

**Intellectual Wellbeing**

**Social Wellbeing**

**is to Release**

**Adrenalin and Cortisol to**

**Fight the Threat**

**or to**

**Flee from the Threat**



Recognizing

Explaining

**Controlling**

# **Cortisol- The stress hormone**

**In response to stressful situations**

**The hormone cortisol is released into the body**

**Cognitive Function and Memory are significantly impaired**

**Quervain, University of Zurich**

# Cortisol- The stress hormone

- **Ongoing stress on a regular basis interferes with the ability to think well.**
- **Because it slows down circulation to the brain.**
- **Body doesn't consider the brain all that vital at the time of fight or flight.**
- **Brain lives on oxygen and glucose.**
- **Limiting stress is the single biggest way to get your brain to work better**

# Control the cortisol by fooling your Limbic Brain

Humor

Time Management

Posture Message

Breathing

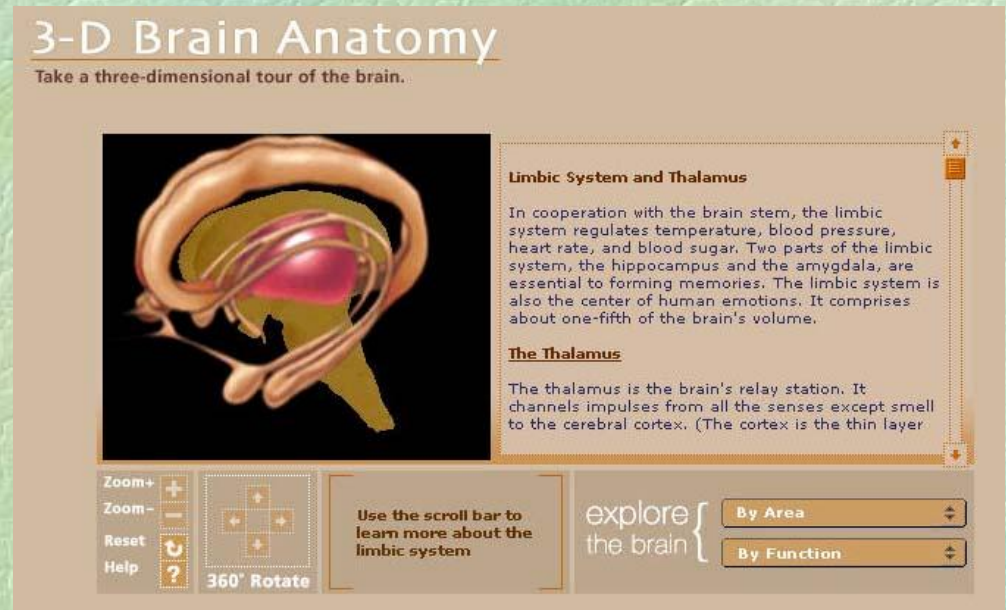
Going to Your Fantasy  
Place

Healthy Lifestyle

Nourish your Brain

Exercise your Brain

Rest your brain



- **Humor**
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  - **Nourish your Brain**
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  - **Rest your brain**

# Happily Ever Laughter

**Laughing releases the feel good hormone – endorphin-  
also a natural pain killer.**

**Laughing lowers your blood pressure and heart rate.**

**Laughing raises T-lymphocytes in your body.**

**Increases your immune system .**

**There is a 45 minutes residual chemical effect in your  
body after hearty laughter.**



# **Posture Message:**

**Tells your limbic system everything is fine.**



**Sit confidently**

**Hold your head up**

**Smile or Chuckle to  
yourself**

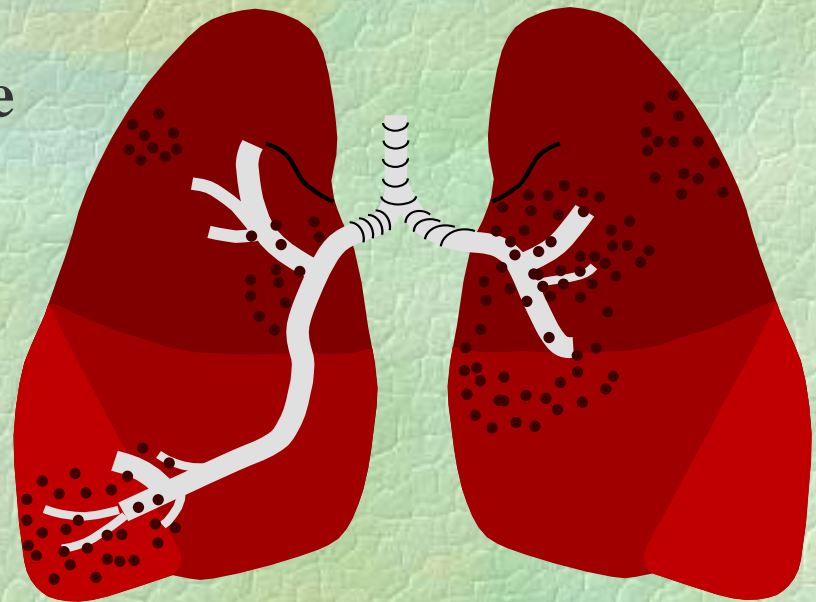
# Breathing: Don't Forget!

**Best exchange of Oxygen  
occurs in the bottom one  
third of your lungs.**

**Slowly**

**Breath in through the  
nose to count of 4**

**Breath Out through the  
mouth to count of 4**



# Practice Going to Your Personal Fantasy Spot

*Several times a day*

*Take three deep, cleansing breaths*

*Close your eyes*

*Imagine a peaceful place*

*Notice every detail - sounds, sights, smells etc.*

*Tune out the rest of the world*

*Let the calmness engulf you*

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