

TEST-TAKING STRATEGIES

Test-taking involves both test and mental preparation. These strategies can help you be a successful test-taker.

Test Prep

- Talk with your professor to find out what types of questions will be used
- Create a study checklist
- Instead of memorizing details, try to learn main concepts first
- Schedule study sessions with classmates
- Take practice tests if available
- Schedule your tests with the ARC Testing Center *in advance*

During the Test

- Get to class or ARC Testing Center a bit early-this may help you feel less rushed or stressed
- Take a few deep breaths and relax tense muscles-repeat throughout test
- Read directions carefully-if possible, ask questions
- Answer easier questions first-this will build momentum
- Keep your eyes on the clock-manage your time

After the Test

- Reflect: How did you feel about the test? How effective were your study strategies?
- Review: Which questions did you miss?
- Discuss: Which items you did not understand? Clarify with your instructor.
- Review: What are your strengths in test taking?
- Revisit: What are areas for improvement?

TEST TAKING: QUESTION STRATEGIES

Multiple Choice



- After reading a question, answer it in your mind before reviewing the answer options
- Read through all of the answers before selecting one
- Eliminate incorrect answers
- Test each possible answer
- Select the BEST answer

True/False



- Read the entire question
- Look for qualifiers (all, never, etc.)
- Look for details (dates, facts, etc.)
- Watch out for negatives (no, not, cannot, etc.)

Essay Response



- What is the question asking?
- Create an outline
- Get to the point
- Write legibly
- If possible, write on one side of the paper; leave the back side for forgotten points

Helpful Tips

- ➔ Avoid cramming for tests. Learning large amounts of information in a small amount of time causes stress.
- ➔ Make sure you get plenty of sleep. You function best with a well-rested brain.
- ➔ Maintain proper nutrition. Your brain needs fuel to perform.
- ➔ **BREATHE**

