

TAKING OBJECTIVE TESTS

READ DIRECTIONS

- ❖ tell number of questions
- ❖ identify format of answers
- ❖ special instructions

BUDGET YOUR TIME

- ❖ preview exam
- ❖ check point value of each question
- ❖ pace yourself
- ❖ include review time

ANSWER EASIEST QUESTION FIRST

STRATEGIES FOR MATCHING TESTS

- ❖ read directions
- ❖ work from one side
- ❖ answer questions you're sure of first
- ❖ eliminate and cross of alternatives
- ❖ recheck your work

STRATEGIES FOR TRUE-FALSE TESTS

- ❖ read directions
- ❖ identify key words or phrases
- ❖ underline word or words that make a statement false
- ❖ read statements containing negative words carefully
- ❖ statements containing qualifying words are usually true
- ❖ statements containing absolute words are usually false



STRATEGIES FOR MULTIPLE CHOICE TESTS

- ❖ read question and all of the answers before selecting the correct answer
- ❖ work to eliminate incorrect alternatives
- ❖ connect stem of the question to each alternative and then treat statement as true-false item
- ❖ read the question, cover the alternatives, and think of answer
- ❖ use caution when “all of the above” and none of the above are included as choices

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