

Survival Tips: Taking a Test

1. Read the directions.
2. Answer the easy questions first.
3. Go back to the difficult questions. Also, later items on the test may give you useful or needed info. for earlier items.
4. Answer all questions.
5. Ask the instructor to explain any items that are not clear. Do not ask for the answer, but phrase your question in a way that shows the instructor that you have the information but are not sure what the question is getting at.
6. Try to remember what the instructor emphasized and felt was important.
7. Circle key words in difficult questions. This will force you to focus on the central point.