

TAKING TESTS ASSESSMENT

Name _____

Circle the correct answer in Questions 1. – 3.

1. Which of the following are test preparation tips?
 - a. Have a study routine
 - b. Make healthy choices
 - c. Prepare and study from an outline
 - d. All of the above

2. Which of the following is not a test taking tip?
 - a. Do a 'memory dump' at the start of a test
 - b. Answer the most difficult questions first
 - c. Go back and review
 - d. Generally, go with your first instinct (answer)

3. Which of the following is not a strategy for improving test performance?
 - a. Use a reading comprehension strategy
 - b. Organize your notes
 - c. Review & plan a week ahead of the test
 - d. None of the above

Fill in the blanks in Questions 4. – 8.:

4. In a short answer essay, you should explain the _____
in _____ or _____ sentences. Focus on _____/concepts.

5. In a short answer essay, the goal is to show you understand a _____.

6. In a full essay answer test, what are the three parts of the general format?
 - a. _____
 - b. _____
 - c. _____

7. In what part of the essay general format do you address the main points?
 - a. _____

8. In the last part/section of the essay general format, what are the two main things you need to do?
 - a. _____
 - b. _____

Circle the answer that is not correct in Questions 9. & 10.:

9. The following are tips for taking a multiple choice test:
- Read the entire question before looking at the answers
 - Read every answer before making a choice
 - Eliminate answers you're sure are incorrect
 - Once incorrect ones are eliminated, focus on the remaining answers
 - Select the best answer
 - First answer questions you know, then go back to the other questions
 - If possible, make an educated guess
 - Don't leave unanswered questions
 - It's usually best to stick with your first choice
 - If two answers are correct, "All of the Above" is probably the right choice
 - If there is a choice between positive & negative options, the answer is likely to be the positive
 - If guessing, pick the answer that contains the least amount of information
10. When taking a True/False test, you should keep in mind the following tips:
- The words Always and Never frequently reflect a *False* statement
 - If a T/F sentence contains a negative, then the answer is probably False
 - The words Sometimes, Frequently, & Generally often reflect a *True* statement
 - First, answer questions you know
 - Go back and answer questions you're not sure about

Fill in the blanks in Questions 11. & 12.:

11. When preparing for a math test, it's important to focus on understanding the principles and _____ - _____ - _____.
12. A math test may also require you to explain the _____.

Circle True or False in Questions 13. – 17.:

13. T / F : In an open book test you will need to answer mostly from memory
14. T / F : In an open book test, if you have the information tabbed, you can look up every answer from it's source (text, online, handouts, notes)
15. T / F : The following are important first impressions when taking an oral test, going to an interview, or presenting before a board: room entry, proper reporting procedure, customs and courtesies throughout
16. T / F : Asking questions in an interview makes you look like you are overly eager
17. T / F : If standing before a board and told to be At Ease, it's best to remain At Attention