

## **MULTIPLE CHOICE TEST TAKING TIPS**

- ☞ **Review the test quickly – calculate how much time you have per question and pace yourself.**
- ☞ **Read each question carefully – even 2 or 3 times, but don’t dedicate too much time to any question.**
- ☞ **Try to come up with your own answer before reviewing the answer choices**
- ☞ **Before you begin eliminating answers, make sure you understand what you are being asked and specifically look out for the word “NOT” in the question.**
- ☞ **Make sure you read through every answer even if you are sure the first and second is correct.**
- ☞ **Answer easy questions first, save challenging ones for last.**
- ☞ **Eliminate answers you have are incorrect. If you have four possible answers and you can eliminate two you’ve increased your odds for a correct answer to 50%.**
- ☞ **Underline key words.**
- ☞ **Mark each alternative as true++, true? false++, false? Or?**
- ☞ **Pay close attention to the grammar of the question that it matches the answer you’ve chosen.**
- ☞ **Usually your first choice is the right one. Don’t change your answer unless you miss-read the question. In general, don’t change your first choice unless you have a compelling reason to do so.**
- ☞ **If opposite answers are given as choices, one of them is often the right answer.**
- ☞ **A positive choice is more likely to be true than a negative one.**
- ☞ **Leave no blanks – if there is no guessing penalty, always take an educated guess and select an answer.**