Test Taking Tips

- Bring at least two pens/pencils with good erasers, calculator with enough batteries, and any other resources that your instructor allows you to.

- Bring a watch to the test with you so that you can better pace yourself.

- Keep a positive attitude throughout the whole test and try to stay relaxed, if you start to feel nervous take a few deep breaths to relax.

- Keep your eyes on your own paper, you don't want to appear to be cheating and cause unnecessary trouble for yourself.

- When you first receive your test, do a quick survey of the entire test so that you know how to efficiently budget your time.

- Do the easiest problems first; don't stay on a problem that you are finding difficult to solve especially when time is a factor.

- Do the problems that have the greatest point values first.

- Don't rush but pace yourself, read the entire question and look for keywords.

- Ask the instructor for clarification if you don't understand what they are asking for on the test.

- Write legibly, if the grader can't read what you wrote they'll most likely mark it as wrong.

- Always read the whole question carefully, don't make assumptions about what the question might be.

- If you don't know an answer skip it, go on with the rest of the test and come back to it later. Maybe on another part of the test there'll be something that will help you out with that question.

- Don't worry if others finish before you; focus on the test in front of you.

- When you are finished, if you have time left look over your test, make sure that you have answered all the questions. Only change an answer if you misread or misinterpreted the question because the first answer that you put is usually the correct one. Watch out for careless mistakes and proofread your essay and/or short answer questions.

- Double check to make sure that you put your first and last name on the test.

Source: www.TestTakingTips.com Visit website for more test-taking help.