



### Test Taking Tips:

- Listen closely to verbal directions and read carefully any instructions on the test itself.
- Ask the teacher to explain any instructions she doesn't understand.
- Scan the entire test for the types of questions and use this information to pace herself.
- Jot down memory aids, formulas, or important facts in the margins.
- Answer the questions she knows first and come back to the harder ones later, remembering to mark unanswered questions so they're easy to find.

## Types of Test Questions

Tests are often a blend of several types of questions. Review and practice these strategies for various question types with your child.

### True-False

- Circle key words in the question.
- Remember: If any part of the answer is false, the whole thing is false.
- Watch for words like "never," "always," "every," "all," "none," and "only"; they generally indicate a false answer.
- Rarely leave a blank - a guess has a 50-50 chance of being right!

### Multiple Choice

- Read the whole question carefully and try to decide what the answer is before reading any of the options.
- Read *all* of the answer options, then choose the one that most closely matches her answer.
- When unsure, eliminate answers that are clearly incorrect.
- If forced to guess, choose the longest, most detailed answer.

## Open Book

- Prepare a sheet with important facts or formulas to avoid spending time looking them up.
- Mark important pages with sticky notes or paper clips.
- Practice using the index to look up specific topics.
- Skip questions when the answer can't be found quickly; mark them to come back to later.
- *Do not copy* from the book! Use the book as a guide to write answers in her own words.

## Fill-in-the-Blank

- Read the sentence carefully for clues about the type of information needed - a person's name, a number, a fact.
- Watch for grammar clues. For example, the word "an" before the blank indicates that the answer starts with a vowel.
- Notice the type of blanks in the sentence. One short blank calls for a single word answer. A longer blank indicates a longer answer, such as a phrase.

## Matching

- Scan the whole column of possible matches rather than stopping at the first likely answer.
- **Find out if answers can be used more than once.**
- Answer the questions she's sure of first.
- Cross out choices as she uses them.
- Keep going through the columns to make more matches.
- Avoid guessing until she's absolutely stumped.

## Essay Questions

- Before writing, make an outline to organize main ideas and facts to include in the answer.
- Focus on only one idea per paragraph.
- State the main point in the first sentence of each paragraph.
- Avoid unsupported statements - include relevant details and examples.
- If time is running out, write at least an outline of the whole answer
- Memorize enough examples or facts to support your statements or conclusions.