Take Tests with Less Stress!
Multiple Choice & Essay Test Strategies

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Why Study?

• Helps you to retain and recall new information not only for the test but also for the future!
• Studying reduces stress the day of the test
Self-Assessment

Testing Skills

Answer the following questions by marking the box that applies to you. When you are finished total your scores in each section.
BEFORE
Test Preparation

“KEEP UP, DON’T CATCH UP!”

Test taking is easier (and less stressful) if the material is reviewed regularly.
Study Tips

• Complete assigned readings & attend class
• Review your notes after class & make an ongoing study guide
• Start studying early and match your techniques to your learning style
• Don’t wait to ask for help! Use available resources.
What about **DURING** the exam?

- Read the directions!
- Pace yourself
- Answer the easiest questions first but don’t forget to answer ALL of the questions
- Don’t change your answers unless you are certain
- Review
Activity

• Complete the quiz
• When you are finished please put your pen/pencil down
Test Anxiety

Preparation is the key to relaxation!

• Before:
  – develop *regular* and *effective* study strategies
  – Get a good nights sleep
  – Eat a snack prior to the test
  – Arrive early
Test Anxiety

Approach every test with confidence!

• During:

  – Strategize seating location
  – Take slow, deep breaths
  – Tense and relax your muscles
  – Expect some anxiety – it’s natural
Strategy: Multiple Choice

Before the test

– Go beyond recognition
– Underline key terms and phrases
– Practice questions
– Time yourself
Strategies: Multiple Choice Questions

During the Test

Work Confidently
• This will keep you on track & help you to avoid over-interpretation

Interpreting the Question
• Carefully read each question underlining key terms
• Cross out irrelevant parts of the question

Selecting the Answer
• Before selecting cover up the choices and guess, then select the answer that most closely matches your guess
• Eliminate answers you know are wrong (partially correct, etc.)
• Read all of the answers
• If you don’t know the answer mark it for later
MC Strategies Continued

• Review your Answers

• Complete unanswered questions. If you are still unsure – guess (unless there is a penalty)

• Only change your answers if you are sure about the change

• Other helpful tips

• Consider the instructor – best answer
Multiple Choice Clues

• Look for grammatical similarities between the question and answer. The correct answer is *often* the same tense

• Answers with the following words are *usually* correct: seldom, generally, most, tend to, probably & usually

• Answers with the following words are usually incorrect: always, never, all & none

• Look for familiar phrases from lecture or the textbook

• Don’t eliminate an answer just because it is grammatically incorrect
Strategy: Essay Questions

Before the test

- Go beyond memorization (make connections, identify themes & relationships)
- Formulate essay questions
- Practice & create outlines
Strategy: Essay Questions

During the test
-Think before you write
-Create an outline
-Get right to the point
-Cover only what was asked for
-Edit and review your final essay
QUOTE Strategy

• Q- question (look for directions)
• U- underline (focus words)
• O- organize/write (the facts)
• T- time (frame each item)
• E- evaluate (organization, content, mechanics)
Essay Outlines

• State your main point immediately
• Provide an overview in the introduction
• Use the body to explain these points in detail using specific examples
• Do this *before* the exam if you know possible questions
Essay Tips

• Spend three times more thinking than writing
• Neatness does count
• Look for and follow “clue words”
  – Compare (show similarities and differences)
  – Define (formal meaning)
  – Explain (the “how” or “why”)
  – Criticize (show judgment)
  – Relate (show connectedness)
Common Test Errors

- Misreading the directions
- Lack of preparation
  (content/application errors)
- Careless mistakes
- Neglecting to use allotted time
What We Have to Offer:
• Workshops
• Tutoring
• Academic Coaching

Contact Us!
• Call: 410-407-2291
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