

How to Take a Test

1. Know how much time you have to take the test.
2. Know the point value of each test question.
3. Follow the directions carefully.
4. Note all key words in the directions.
5. Re-read all questions and directions.
6. Look over the entire test before answering any questions.
7. Answer questions you know first.
8. Put a check next to questions you want to come back to.
9. Return to checked questions.
10. Make an "X" on the bottom of each page when you complete it.
11. Review all of your answers.
12. Memorize this code word:



SCORER

- Schedule your time.
- Circle key words.
- Omit difficult questions.
- Read carefully.
- Estimate your answers.
- Review your work.