

## **TEST TAKING TIPS**

1. Preparing for your first test should start the very first day of class; which includes paying attention, taking notes, reviewing notes within 24 hours, completing homework and reviewing study material regularly.
2. Manage your time well so that you have plenty of time to prepare for the test
3. Capture hints the instructor may give about the test and ask questions to get clarity.
4. Check with your instructor to find the area(s) you should focus on for the test.
5. Be sure to attend any and or all review sessions prior to the test. This session can prove to be most valuable.
6. Review practice test, the textbook, class notes and homework.
7. Prepare some quick notes for you to review before the test.
8. Eat something in the morning before you take a test, it will give you energy and help you focus. Be careful not to eat a lot of heavy foods that can make you sleepy.
9. It is recommended that you get at least 3 to 8 hours of sleep before taking a test so that you will be well rested.
10. Set an alarm to insure that you don't over sleep.
11. Arrive at least 10 to 15 minutes before the test will start.
12. Go to the bathroom before starting a test. You don't want to be worrying about answering nature's call during a test.
13. Answer every question.
14. If you have a question about a question ask Dr. Singleton to make sure you understand.
15. When doing a multiple choice question always read every answer and eliminate the obviously wrong answers first.
16. Only change your first answer if you are sure it is wrong.
17. Whenever you get stuck on a question, mark it, leave it and go on to the next one.
18. If you have already skipped this question and you're at it again but still seem to be stuck, look away for a while at some spot on the wall or somewhere in the room and change your focus and then return to the test. Also, you can take a restroom break to help you refocus.
19. Remember to answer every question because: **Every Unanswered Question Is Always wrong!!!!**
20. Always go over your exam again once you believe you've completed all the questions. Be sure every question is answered and answer correctly as best you can.

**Remember the LORD is your help and He is faithful.**

*Fear thou not; for I am with thee: be not dismayed; for I am thy God: I will strengthen thee; yea, I will help thee; yea, I will uphold thee with the right hand of my righteousness.*

Isa 41:10KJV