

Multiple Choice Test Taking Tips

Tips on answering multiple choice questions

- ✓ **UNDERSTAND THE MATERIAL COVERED TO DATE. This is an ongoing process NOT a night-before-the-test-task.**
- ✓ Listen to/read instructions carefully. Pay attention to whether or not there is/are one or more than one correct answer for each question.
- ✓ Pay attention to how much time you have. Use it to govern how much time to spend on any particular question.
- ✓ Read through the entire test quickly the first time and only answer questions that are very quick and easy to do.
- ✓ The second time through the test read and consider every question, BUT, **don't spend too much time on any one question. FORCE YOURSELF TO MOVE ON.** Circle/highlight questions that you don't answer and come back to them later if you have time.
- ✓ Read the entire question before you look at the answer.
- ✓ Come up with the answer in your head before looking at the possible answers, this way the choices given on the test won't throw you off or trick you.
- ✓ Eliminate answers you know aren't right.
- ✓ Read all the choices before choosing your answer.
- ✓ Don't keep on changing your answer. Usually your first choice is the right one, unless you miss-read the question or are very certain you made a mistake.
- ✓ In "All of the above" and "None of the above" choices, if you are certain one of the statements is true don't choose "None of the above" or one of the statements are false don't choose "All of the above".
- ✓ In a question with an "All of the above" choice, if you see that at least two correct statements, then "All of the above" is probably the answer.

The above includes suggestions modified from **Multiple Choice Test Taking Tips** Available Online December 2, 2007 @ <http://www.testtakingtips.com/test/multiple.htm>

There are many other resources online for test-writing and study skills. Another general site that you may want to explore is <http://www.studyqs.net/> but if you are looking for further tips/strategies, don't be afraid to look around. You need to find what works for you and that will not necessarily be the same as what works for your friends, siblings, etc. It also may mean trying a number of different strategies before seeing success.