Testing Tips That Can Be Used on Announcements

■ Read each passage and accompanying questions.
■ Read and pay careful attention to all directions.
■ Read every possible answer—the best one could be last.
■ Read and respond to items one at a time rather than thinking about the whole test.
■ Reread, when necessary, the parts of a passage needed for selecting the correct answer.
■ Don’t expect to find a pattern in the positions of the correct answers.
■ Don’t make uneducated guesses. Try to get the correct answer by reasoning and eliminating wrong answers.
■ Decide exactly what the question is asking; one response is clearly best.
■ Don’t spend too much time on any one question.
■ Skip difficult questions until all other questions have been answered. On scrap paper, keep a record of the unanswered items to return to if time permits.
■ Make sure to record the answer in the correct place on the answer sheet.
■ Change an answer only if you are sure the first one you picked was wrong. Be sure to completely erase changed answers.
■ Work as rapidly as possible with accuracy.
■ After completing the test, use any remaining time to check your answers.
■ Keep a good attitude. Think positively!