

Preparing for and Taking Objective Tests

Multiple Choice • True-False • Matching

Know how you'll be tested

Will you be asked questions that require you to recall specific facts? Understand concepts? Apply what you've learned to real-life scenarios? Prepare accordingly...

Preparing

Highlight emphasized topics

Note why these topics are important.

Concentrate on vocabulary

Identify terms/words used to represent specific concepts. Make flashcards and do frequent drills of the material. See if you can also put ideas into your own words.

Compare and contrast

Construct charts, tables, diagrams, or lists to summarize relationships.

Review the entire test

Skim and develop a plan for your work. Allow time for questions that are worth more points. Reserve time to review your work and fix mistakes.

Taking the Test

Read carefully

Look for limits, how questions will be graded, and specific instructions (for example, answer 3 of the 4 questions below).

Avoid overthinking

Interpret the questions literally and try to choose the answer you think the test maker intended.

Keep your eye on the clock

Work quickly, check your time regularly, and adjust your speed if needed. Don't get stuck on one question at the cost of omitting another.

Analyzing After It's Over

➤ Examine any incorrect answers or any points lost.

- Learn why the correct answer was more appropriate than yours.
- Were there areas of the test you were not prepared for?
- Investigate why you were not ready and create a strategy to tackle those areas.

➤ Did you know the answer, but fail to read carefully?

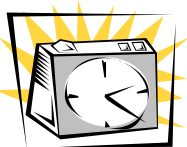
- Gauge difficulty and amount of detail in the test questions.
- Did most of the questions concern precise details, or main principles or application to new situations?
- Talk to your professor if you are not sure what to expect on the next test.

➤ Were you able to finish the test within the time given?

- Were you too anxious to focus on the questions?
- Visit the Gordon Kelley Academic Success Center in Vines 202 for help with test anxiety.
- Brainstorm other possible reasons about why you were unable to complete the exam.
- Develop a plan to work on these problems.

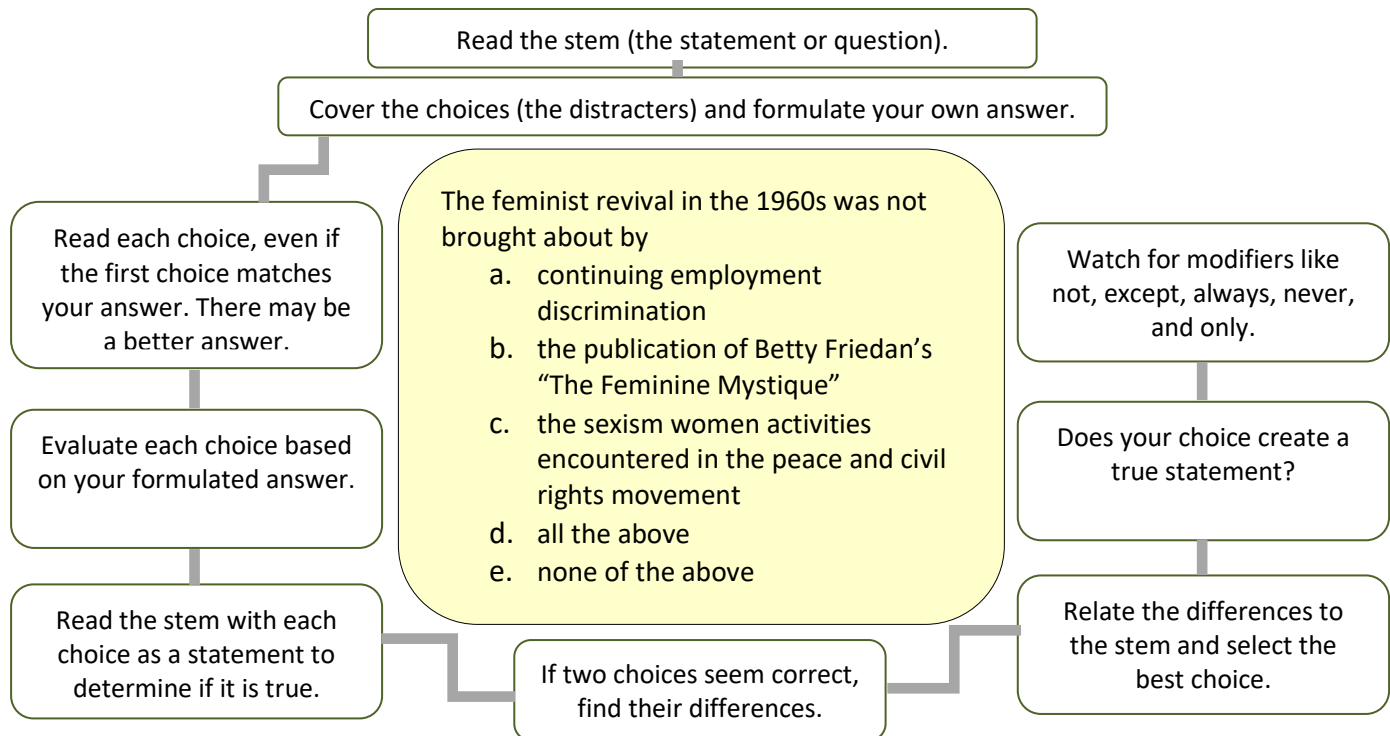
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Which of the following is not....



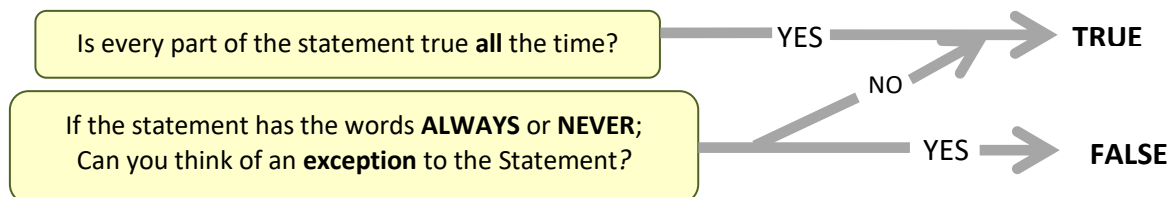
Multiple Choice Questions

Multiple choice questions test your memory of details, fact, and relationships. They also test your level of comprehension and ability to solve problems. For the best answer follow the path below.



True-False Questions

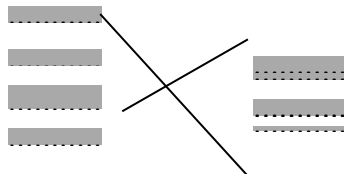
Test makers typically focus on details when writing true-false questions and often mismatch items and names with inappropriate events or definitions to test your mastery or attention to detail.



Matching Questions

Know the information well, as these questions tend to focus on relationships between information or ideas.

Begin with the longer column and look for a match in the shorter column of descriptions.



For every match you make, cross out items in both columns unless more than one match is possible.

