**Test Prep**

* **Pay particular attention to any study guides**  
  that the instructor hands out in class before the exam, or even at the beginning of the course!  For example:   key points, particular chapters or parts of chapters, handouts, etc.
* **Pay particular attention to clues**  
  that indicate an instructor might test for a particular idea, as when an instructor:
  + says something more than once
  + writes material on the board
  + pauses to review notes
  + asks questions of the class
  + says, "This will be on the test!"
* **Generate a list of possible questions**  
  you would ask if you were making the exam, then see if you can answer the questions
* **Review previous tests**  
  graded by the instructor
* **Confer with other students**  
  to predict what will be on the test

**Test Taking Strategies**

**Multiple choice questions usually include a phrase or stem** **followed by three to five options:**

* + - Read the question carefully before you read the answers. Cover the answers if necessary. Try to answer the question before reading the answer options.
    - Know if each question has one or more correct option. If select all that apply, there is more than one answer. (On NCLEX, it will be different. There may be only one anser for a select all that apply question).
    - Know how much time is allowed (this governs your strategy).Try for one minute per question.
* Answer those that you definitely know the answer to and mark those you that you are unsure of your choice of an answer.

* Read through the test a second time and only return to, try to answer, and change those answers that you marked as unsure.  
  You may pick up cues for answers from the first reading, or become more comfortable in the testing situation

**Answering options. Improve your odds, think critically:**

* **Cover the options, read the stem, and try to answer**Select the option that most closely matches your answer
* **Read the stem with each option**Treat each option as a true-false question, and choose the "most true"

**Strategies to answer difficult questions:**

* **Eliminate options you know to be incorrect**Mark words or alternatives in questions that eliminate the option
* **Give each option of a question the "true-false test:"**  
  This may reduce your selection to the best answer
* **"Look alike options"**  
  probably one is correct; choose the best but eliminate choices that mean basically the same thing, and thus cancel each other out
* **Echo options:**  
  If two options are opposite each other, chances are one of them is correct
* **If two alternatives seem correct,**  
  compare them for differences,   
  then refer to the stem to find your best answer

**Guessing:**

* **Always guess when there is no penalty** for guessing or you can eliminate options . Do not leave an answer blank. You may forget to go back or run out of time.
* **Use hints from questions you know** to answer questions you do not.
* **Only change your first answers**, when you are sure of the correction, or other cues in the test cue you to change. Something in your gut told you to pick it and your gut may be right.

**Remember that you are looking for the best answer,** not only a correct one, and not one which must be true all of the time, in all cases, and without exception.