



SEVEN TIPS FOR TEST TAKING SUCCESS

1

LISTEN TO THE INSTRUCTIONS

Before starting the test, listen carefully to the teacher or proctor. Their instructions can include key details about structure, timing, grading, and tips to help you succeed.

2

READ THE ENTIRE TEST

Quickly scan the entire test first to understand its structure and plan how to manage your time for each section.

3

DO A “BRAIN DUMP”

For fact- or formula-based tests, jot down key information on scrap paper first. This reduces stress and gives you a quick reference while answering questions.

4

ANSWER WHAT YOU KNOW FIRST

Start by answering the questions you know and skip harder ones on the first pass if allowed. Manage your time to return to skipped questions. Some tests, like certain computer-based ones, may require answering in order.

5

ANSWER THE QUESTIONS YOU SKIPPED

After the first pass, return to the skipped questions. You may find them easier once your mind is warmed up, and you can take more time on the challenging ones.

6

BE SURE THE TEST IS COMPLETE

After finishing, check carefully for any missed questions. If there's no penalty for wrong answers, it's usually better to guess than leave a question blank.

7

CHECK YOUR WORK

Review short answer, essay, and math questions to catch typos, missed points, or small errors. Make sure all parts of each question are answered clearly.