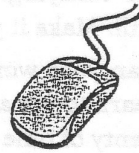


## Teach Your Students Successful Test-Taking Strategies

Many students have never been taught even rudimentary information about how to take a test. Without this skill, even good students will fail the tests you construct for them. Even if you design tests that are fair, reliable, and valid, if your students don't know how to take a test intelligently, the picture you have of their progress will not be accurate.

You can overcome this problem by teaching students some of the basic strategies that they will need to be successful at taking tests. In recent years a large amount of research on how to teach testing strategies has become available to you online. Here are three Internet sites that can help you learn more about how to incorporate test-taking skills into your lessons:

[www.eop.mu.edu.study/](http://www.eop.mu.edu.study/)  
[www.csbsju.edu/academicadvising/help](http://www.csbsju.edu/academicadvising/help)  
[www.ed.gov/pubs/parents/TestTaking](http://www.ed.gov/pubs/parents/TestTaking)



### 10 Test-Taking Strategies Your Students Should Learn

Teach your students the following test-taking strategies and post them where your students can frequently review them.

1. Read all of the way through a test *before* you begin answering questions. Use what you learn as you read to plan your strategy for taking the test.
2. You should first estimate how long each section should take. Watch the clock as you work through a test.
3. You do not have to answer questions in the order that they appear on the test. Do the questions that you are sure of first.
4. Pay attention to point values. Spend more time on questions with higher point values.
5. Make sure that you have your teacher's permission to mark on a test first, but when you can, circle the questions that you are unsure of so that you can return to them if you have time. You should also underline key words to make sure that you focus on them. As you work your way through a matching section, neatly mark off the choices you have used.
6. Neatness counts. If your teacher can't read an answer, it will probably be counted as incorrect. If you need to erase, make sure that your erasures are clean.
7. When you have an essay question, read it all of the way through and answer every part.
8. As you take a test, even if you have read it though when you began, carefully reread the directions for each section before you begin those questions.
9. If you don't know the answer to an objective question, make an educated guess. If you leave a question blank, you have no chance for a correct answer.
10. Double check your work right before you turn it in. You can catch many careless errors this way.

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