

# Test Taking Tips

## In the days before the test:

1. Make a commitment to do your best.
2. Be well prepared for the test, this is the best way to reduce test anxiety.
3. Pay attention in class and fully complete any study guides.
4. Ask your teacher if you are unsure of the material that will be included on the test.

## The day of the test:

1. Get a good night's sleep and eat a good breakfast.
2. Keep a positive attitude during the test and try to stay relaxed. If you start to feel nervous put your pencil down and take a few deep breaths to relax.
3. Clear your mind of all worries and distractions.
4. Read the directions carefully.
5. Ask the teacher if you don't understand what the instructions are.
6. Always read the whole question carefully, don't make assumptions about what the question might be asking.
7. Do not become discouraged because of difficult test items.
8. Write legibly. If the teacher can't read what you wrote they will most likely mark it wrong.
9. Eliminate answers which you know are wrong, and then check the remaining responses for key words.
10. Don't worry if other students finish before you; focus on the test in front of you.
11. Keep your eyes on your own paper. You could appear to be cheating and cause unnecessary trouble for yourself.
12. If you complete your test with time left, be sure to go back and check your work.