



Test Taking 4: Short Answer

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Notes:

- 1. First, translate the question.**
- 2. Next, answer the question in your own words.**
- 3. The answer should be no more than a sentence or two.**
- 4. Read over your answer before you submit—watch for sentence structure and punctuation.**
- 5. For essays, outline your main idea (thesis) and supporting points before answering.**
- 6. One paragraph = one idea.**

Additional Notes: