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Studying and Test Taking Strategies Review

General Rules:

1. Never study for more than 50-55 minutes without taking a 5-10-minute break. During your break, take a walk or have a snack. NEVER use electronic devices.
2. Breaks should be short and unrelated to study material. The idea is to allow the previously learned material to “simmer.”
3. Be aware of your best study times and conditions. Do not study when you are tired.
4. Study should be review. If there are trouble areas, study those first.
5. Never study 2-3 hours preceding your exam.

Multiple Choice

1. Read the question (Do not forget to parse). Chunk/slash your parts of the sentence and add them up.
2. Restate the question in your own words.
3. **Without looking at the answer choices**, answer the question and jot your answer down.
4. Match your own answer to the most similar answer choice (match your pictures). Do not deviate and change your answer, regardless of how simple the answer may appear.
5. **Do not eliminate answers—unless** there is a **“NOT”** question. If the question states, “which is NOT,” go through the answer choices that “ARE TRUE” and eliminate/cross out those choices until you get to your false answer.
6. **Ambiguity Rule:** If one of the answer choices does not make sense, DO NOT choose it.
7. **100% Rule:** Do not choose an answer that contains added words that do not reflect 100% of the picture/answer.
8. **One answer rule:** There is not a “best” answer: there is only “one” answer.
9. **Bad Word Rule:** If your answer’s picture matches two different answer choices, one of those choices has a “bad/incorrect” word that does not reflect the picture. Find that bad word. Then, choose the other answer.
10. **Vocabulary Rule:** Watch specific vocabulary—if asked to define, the definition will be based on learned information, not what you already knew.
11. **No Prior Knowledge Rule:** Testing is based on assessing new information. However, application skills may require prior knowledge (based on Lemonade Theory) for application of a newly learned skill.

Essay Exams

1. Budget your time.
2. Outline/mind-map your main points: Write down key words or phrases.
3. Begin writing in general terms and then back up what you say by providing examples.
4. Begin each new paragraph for each main idea. Use your outline or mind-map as a guide.
5. Regardless of the essay subject, observe rules of correct English usage.
6. Review for: clarity, sentence structure, spelling, grammar, and punctuation.

Short Answer

1. Read the question and restate it in your own words.
2. Write the answer in your own words. Watch sentence structure and punctuation.

Matching

1. Read the left term and state the definition in your own words.
2. Next, match the definition that you stated to the synonymous (same) answer to the right.

True/False

1. Read the statement. Make sure that you chunk every 1-4 words so that you don’t miss any important words. Link the chunks and translate the statement.
2. After rephrasing the statement in your own words, determine if it is true or false. Any incorrect words will make the statement false.