

# STRATEGIES FOR TAKING MULTIPLE CHOICE EXAMS

## READ THE DIRECTIONS CAREFULLY!

Go through multiple choice questions 3 times, answering question in this order:

1. **First time**: answer all the questions you are sure you know
  - Don't change these answers later on unless you're sure you made a mistake
  
2. **Second time**: answer the questions you think you know, including those you found the answer to on your first time through. Use some of the following strategies to help you:
  - Try to answer the question before you look at the choices
  - Try to rephrase the question in your own words
  - Underline key words
  - Look for answers in other test questions
  - Cross out answers you know are incorrect
  - With double negatives, cross out both and then answer the question
  - Choose answers related to the course and the professor
  - Look for grammatical clues in matching the stem with the correct completion
  
3. **Third time**: if you still have time, guess the answers to the remaining questions using "guess techniques"
  - Choose the longest answer
  - Choose one of two similar answers
  - Choose answers with qualifying words such as "sometimes," "usually," rather than "always" or "never."
  - Choose (b). Studies show it's right 40% of the time
  - Choose your best guess