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