

Test Taking Tips

The use of psychological testing in the selection process for this career education program is intended to be constructive and beneficial to both the applicant and the institution to which admission is sought.

Tests are designed to assist in selecting and placing people in situations where assets are maximized. The results obtained from psychological tests may be used as a tool or device to help determine unique individual potential. Acceptance and positive utilization of this information can lead to a happy, productive, and satisfying training and, subsequent, work experience. If a program of study for which one may be reasonably well suited does not make full use of unique qualities and proficiencies, those abilities and talents will not be properly, fully or satisfactorily developed. An individual's education, training and experience may not be congruent with that required by a specific program, but found quite harmonious with many other education programs or vocations.

General Tips:

1. The lack of adequate rest the night before will affect test-taking efficiency.
2. Relax, too much worry and anxiety is neither necessary nor helpful.
3. Mobilize your self-confidence; be positive, your attitude is important!
4. Take care of any personal needs before the testing begins.
5. Report illness, excessive fatigue, or other conditions that would be a hindrance, to the test administrator prior to beginning the test.

Specific Tips:

1. Listen carefully to the oral directions that are given to you.
2. Read the General Instructions carefully and follow them exactly.
3. Instructions for each part of the examination must be read and interpreted within given time limits.
4. The directions are simple and should be read quickly but be sure you understand how to proceed within the particular section.
5. Plan for maximum use of the time allotted for each part of the examination.
6. Read the questions carefully. Work rapidly, answer as many questions as possible.
7. Do not waste time puzzling over a difficult question. While the test questions are arranged in approximate order of difficulty, some earlier questions may be more difficult for you than later ones.
8. When you have finished the easier questions, if there is time left, go back to any question you may have skipped in that part of the examination.
9. Indiscriminate guessing does not pay off. An educated, reasoned guess may be worthwhile, however, random guessing is not recommended.
10. If you change an answer to a question, be sure the change is justified.