

Top 10 Test-Taking Strategies

1. Read the question carefully.
2. Think about what you are supposed to do.
3. Look at answer choices carefully.
4. If you are absolutely sure an answer choice is correct, mark it and move on to the next question. You need not look at the rest of the answer choices.
5. Eliminate answer choices you know are wrong.
6. Try each answer choice in the blank for cloze-type items.
7. Take your best guess when unsure of the answer.
8. Skip difficult items and return to them later.
9. Be sure you mark the correct space for the answer group that corresponds to the question you are working on.
10. Answer all the questions.

Top 10 Test-Taking Mistakes

1. Spending too much time on difficult items.
2. Misreading a question.
3. Filling in the wrong answer space.
4. Misreading answer choices.
5. Performing the wrong mathematics operation.
6. Misreading key words such as not or opposite.
7. Making a copying error when rewriting a horizontal math problem in vertical format.
8. Making a copying error when transferring a mathematics answer from scratch paper to the answer sheet.
9. Reading a passage before the question in a comprehension item.
10. Failing to attempt to answer all the items.

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ACADEMIC VOCABULARY

Grade K	<ul style="list-style-type: none"> • Circle • Color • Draw • Listen 	<ul style="list-style-type: none"> • Read • Say • Show • Tell 	<ul style="list-style-type: none"> • Think • Write 	
Grade 1	<ul style="list-style-type: none"> • Change • Circle • Color • Create • Draw • Fill in 	<ul style="list-style-type: none"> • Listen • Look • Make • Mark • Name • Point 	<ul style="list-style-type: none"> • Read • Sequence • Show • Tell • Write 	
*Grade 2	<ul style="list-style-type: none"> • Answer • Choose • Circle • Compare • Complete • Contrast 	<ul style="list-style-type: none"> • Discuss • Draw • Explain • Fill in • List • Organize 	<ul style="list-style-type: none"> • Question • Read • Sequence • Write 	
*Grade 3	<ul style="list-style-type: none"> • Analyze • Answer • Cause • Choose • Circle • Collect 	<ul style="list-style-type: none"> • Color • Complete • Create • Describe • Discuss • Draw 	<ul style="list-style-type: none"> • Effect • Evaluate • Fill in • Identify • Label • List 	<ul style="list-style-type: none"> • Place • Question • Read • Recall • Show • Use
*Grade 4	<ul style="list-style-type: none"> • Answer • Choose • Circle • Compare • Complete • Contrast 	<ul style="list-style-type: none"> • Create • Describe • Discuss • Draw • Examine • Fill in 	<ul style="list-style-type: none"> • Group • Identify • List • Organize • Read • Review 	<ul style="list-style-type: none"> • Sequence • Summarize • Suppose • Underline • Use • Write
*Grade 5	<ul style="list-style-type: none"> • Analyze • Answer • Choose • Circle • Compare • Complete 	<ul style="list-style-type: none"> • Contrast • Create • Decide • Describe • Discuss • Examine 	<ul style="list-style-type: none"> • Fill in • Identify • Include • Organize • Read • Research 	<ul style="list-style-type: none"> • Summarize • Synthesize • Underline • Understand • Write
*Grade 6	<ul style="list-style-type: none"> • Adapt • Adjust • Analyze • Answer • Choose • Complete • Conclude • Conduct 	<ul style="list-style-type: none"> • Contrast • Define • Design • Develop • Estimate • Expand • Fill in • Generalize 	<ul style="list-style-type: none"> • Generate • Interpret • Indentify • Isolate • Locate • Mark • Modify • Persuade 	<ul style="list-style-type: none"> • Predict • Read • Select • State • Summarize • Synthesize • Underline • Vary

*Note: Academic terms culled from released CST questions (ELA and Math).

** Note: Academic terms culled from released CAHSEE (Reading, Writing) and CST (ELA) questions. *Italicized* words denote words found on the CAHSEE (Reading, Writing).

*** Note: Academic terms culled from released CST (ELA) questions (Grades 9-11). If you have students who have not passed the CAHSEE (Reading, Writing), the *italicized* words found on the Grades 7/8 Academic Language word list denote words found on the CAHSEE (Reading, Writing).

**Grade 7/8	<ul style="list-style-type: none"> • <i>Add</i> • Assume • Cause • <i>Change</i> • Cite • Claim • <i>Combine</i> • <i>Conclude</i> • Compare • Contradict • Contrast • Convey • <i>Create</i> • <i>Demonstrate</i> • <i>Describe</i> • Determine • <i>Develop</i> 	<ul style="list-style-type: none"> • <i>Discuss</i> • Effect • <i>Emphasize</i> • <i>Establish</i> • <i>Explain</i> • <i>Express</i> • <i>Find</i> • Form • <i>Illustrate</i> • Imply • Include • Infer • <i>Indicate</i> • <i>Insert</i> • <i>Label</i> • Link • Observe 	<ul style="list-style-type: none"> • <i>Order</i> • Organize • Outline • Persuade • Place • <i>Produce</i> • <i>Provide</i> • <i>Read</i> • Recall • <i>Refer</i> • <i>Reflect</i> • Reinforce • <i>Replace</i> • <i>Represent</i> • <i>Reveal</i> • <i>Revise</i> • Rewrite 	<ul style="list-style-type: none"> • Select • Sequence • <i>Show</i> • <i>Source</i> • <i>Solve</i> • Structure • <i>Substitute</i> • <i>Suggest</i> • <i>Summarize</i> • <i>Support</i> • Tell • <i>Understand</i> • Unify • Vary • <i>Verify</i> • <i>Write</i>
***Grade 9-12	<ul style="list-style-type: none"> • Adapt • Address • Cause • Characterize • Cite • Classify • Combine • Conclude • Compare • Connote • Contrast 	<ul style="list-style-type: none"> • Convey • Discuss • Demonstrate • Denote • Derive • Describe • Discuss • Effect • Establish • Generate • Illustrate 	<ul style="list-style-type: none"> • Imply • Insert • List • Present • Provide • Refer • Reflect • Relate • Remark • Replace • Revise 	<ul style="list-style-type: none"> • Rewrite • Sequence • Substitute • Suggest • Support • Write

Grade K – 1 Words were culled from local assessments.

Grade 2 – 6 Words were culled from local assessments, and released ELA and Math CST questions.

Grades 7 – 8 Words were culled from released CAHSEE reading and writing questions and ELA CST questions. *Italicized* words denote words that are found on the reading and writing portion of the CAHSEE.

Grades 9 -12 Words were culled from released ELA CST questions for grades 9 -11. For students who have not passed the CAHSEE Reading and Writing, the *italicized* words found on the Grade 7 -8 list, denote words found on the CAHSEE reading and writing released questions.

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***Note:** Academic terms culled from released CST questions (ELA and Math).

**** Note:** Academic terms culled from released CAHSEE (Reading, Writing) and CST (ELA) questions. *Italicized* words denote words found on the CAHSEE (Reading, Writing).

***** Note:** Academic terms culled from released CST (ELA) questions (Grades 9-11). If you have students who have not passed the CAHSEE (Reading, Writing), the *italicized* words found on the Grades 7/8 Academic Language word list denote words found on the CAHSEE (Reading, Writing).

A Few Test Bubble Sheet Resources

A test creator website that helps you develop the test sheets for your own tests <http://www.catpin.com/bubbletest/>

The websites listed here provide on-line tools that teachers can use to create materials for their classrooms.

<http://www.kimskorner4teachertalk.com/favorites/tools.htm>

Prentice Hall Bubble Sheet

<http://www.ourwash.org/docs/testing/bubblesheet.pdf>

Bubble Answer Sheet

(A) (B) (C) (D)

1. (A) (B) (C) (D)

2. (A) (B) (C) (D)

3. (A) (B) (C) (D)

4. (A) (B) (C) (D)

5. (A) (B) (C) (D)

6. (A) (B) (C) (D)

7. (A) (B) (C) (D)

8. (A) (B) (C) (D)

9. (A) (B) (C) (D)

10. (A) (B) (C) (D)

11. (A) (B) (C) (D)

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13. (A) (B) (C) (D)

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47. (A) (B) (C) (D)

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49. (A) (B) (C) (D)

50. (A) (B) (C) (D)