

Test Taking: Longwood University Center for Academic Success **Problem Solving Tests**

Preparing for Problem-Solving Tests

1. Focus on major ideas, concepts & formulas
 - Review all notes & text material
 - Highlight topics emphasized
2. Work out sample problems
 - Prepare by solving lots of problems, even unassigned problems
3. Explain your work
 - Next to each problem
 - Might get you more points even if you are wrong
4. Complete out sample problems out of sequence
 - Randomness prepares you for the test
5. Work within a time limit
 - Similar to when you take an actual test
6. Practice
 - Use text and problems to make practice test

Taking Problem-Solving Tests

1. Write down formulas on back of the test
2. Look over the test, skim questions
3. Allow more time for higher point items:
 - Save time to review
4. Start with easier problems:
 - Reducing anxiety promotes clearer thinking
5. If you get stuck:
 - Work backwards
 - Break down into smaller problems
 - Guess answer and check it
 - If all else fails, go for partial credit
6. For difficult problems
 - Make sure you understand the problem (identify givens and unknowns, mark key words, sketch diagram)
 - List formulas relevant to solution
7. For all problems:
 - Once you have a method, follow it
 - Check each step for consistency
 - Document all work, is it easy to read
 - Evaluate your solutions, check answer to question