

Exam help: Level 1-2 English / Literacy

Tips for answering multiple choice questions



1. Before the test, find out how long the test is and how many questions there are. Then you can work out how long you have to work on each question.
(Make sure to reserve some time at the end for checking your answers.)

Then:

2. Skim read the text.
 - Note headings and subheadings
 - Try to work out what the source and purpose of the text is. (Is it informative, persuasive, descriptive or instructive?)
3. Read the question and pick out some key words from it.
4. Scan the text for words relating to the key words.
5. Find the answer in the text.
6. Can you see your answer among the choices?
 - If you can: it is probably right - but make sure you check the other choices!
 - If you can't: read all the choices carefully and start to eliminate choices. Cross out any answers that are obviously wrong.
7. Make a note of any questions that you leave blank so you'll know to come back to them. Keep an eye on the clock to give yourself time to re-visit the questions you left blank.
8. Don't keep on changing your answer - usually your first choice is the right one!
9. Don't leave any questions unanswered.

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Multiple choice questions about multiple choice questions

Name _____ Date _____



Underline the correct answers.

1) The test lasts an hour and you have 25 questions to answer. You reserve 10 minutes at the end for checking your answers. How long do you have to do each question?

- 2.5 minutes
- 3 minutes
- 2 minutes
- 4 minutes

2) Complete the sentence:

When doing a multiple choice question you should *first*

- read the answers and then look at the question
- choose an answer
- skim read the text, looking at headings
- read the question and then read the choices

3) Complete the sentence:

If you see the answer among the choices

- move on to the next question
- eliminate choices that are wrong
- mark it straight away
- check the other choices first, just to be sure

4) Complete the sentence:

If you leave any questions blank

- forget them
- make a note of them so you can try them again at the end
- eliminate the choices
- keep an eye on the clock

5) If you are reasonably happy with your first answer to a question, what should you do?

- leave it as it is - it's probably right
- change it
- leave no answer at all