# TAKING A MATH TEST

VOCABULARY

- Know the terminology related to your test topic:
  - *Simplify* - Answer must be in the most simplified form.
  - *Reduce* - Fractions must be in the most simplified form.
  - *Factor* - Find the multiples.
  - *Solve* - Determine a solution to the problem.
  - *Rationalize* - Clear the denominator of radicals.

- Know the terminology related to tests in general:
  - *Explain* - Discuss the procedures used to solve a problem.
  - *Define* - State a definition of the term.
  - *Identify* - State the appropriate solution.
  - *List* - State a series of information.
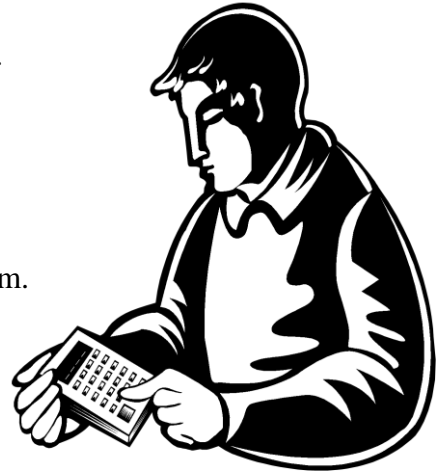
DURING THE EXAM

- Put your name and ID on the exam.
- List all the pertinent formulas, algorithms, and so forth that you have learned in the margin so that you can concentrate on the problems; i.e., create your own formula chart.
- Scan the exam; note how many questions there are and decide where you would like to begin (this does not always have to be the first problem); it is recommended you do the ones you know first.
- Budget your time; allow more time for problems worth more points.
- Check your solutions.
- If there is time remaining, review the entire exam.

INSTRUCTIONS

- Read the directions carefully. Don't take it for granted that the directions are the same as on your homework/class work.
- Check that you are doing the appropriate procedure for the appropriate problem; for example, for problems #1-5 use matrix A and B and for problems #6-10 use matrix C and D.
- Watch for statements such as "Show all your work," "State the formula," etc.; many professors give partial credit.

TYPES OF QUESTIONS

☐ **Multiple Choice Questions**
- o Read the problem and underline the words that tell you what to do: solve, define, etc.
- o List any pertinent definitions, formulas, etc.; you may want to write them on a scratch sheet of paper.
- o Begin problem solving.
- o Determine the solution to the question.
- o Check to see if your solution is an option; if not, rework the problem.
- o Double check the solution.
- o <u>If</u> no severe penalty is given for wrong solutions, make an educated guess.

☐ **True or False**
- o Read the statement and determine the concept being discussed.
- o List any pertinent definitions, formulas, etc.; you may want to write them on a scratch sheet of paper.
- o Reread the statement and compare it to your knowledge of the content.
- o Decide whether it is true or false.
- o Justify your conclusion (counterexamples if it is false or proof if it is true).
- o Check by rewriting the statement correctly if it is false or rewriting the statement as is if it is true.

☐ **Free Response**
- o Read the problem and underline the given information and determine what the problem is requesting.
- o List any pertinent definitions, formulas, etc.
- o Draw a diagram if necessary.
- o Solve the problem showing all possible procedures in order to obtain maximum credit.
- o Check your solutions.
- o Verify that you have answered the original question asked; for example, a problem may ask you for the dimensions of a rectangle, which includes the length and the width.