

Test Taking: Longwood University Center for Academic Success

Online Tests

- Read and follow the directions! Often, strategies or clues related to the rest of these tips will be identified in the directions.
- Use scratch paper when allowed.
- Take the test as many times as allowed. Online tests often permit you to take the test more than once.
- Do not wait until the last day to take the test.
- Work out the problem and double check to make sure you answered the question correctly.
- Double check your Math.
- If allowed, use your textbook and class notes for reference.
- Do not get stuck on one problem, if allowed, skip a problem you are stuck on and return to it later.
- Pace yourself through the questions.
- Focus on how the question is worded.
- Go over the test again when you're done if time allows.
- Don't close the test window at any time.
- Look for clues within the question that might lead you to the correct answer.
- Do not overanalyze. The answer might be more obvious if you avoid overanalyzing.
- Think about what type of answer is needed.
- Use all information that is given in the problem.