

## TEST-TAKING TIPS

1. Read the question twice. Re-state the question in your own words.
2. Try to answer the question yourself, before looking at the options.
3. Now, look at the options to see which one comes closest to the answer you have in mind.
4. If you like 2 of the answers and can't decide which one to choose, pick the one that is most closely related to the content/subject of the question or test.
5. Look for a word or phrase that is repeated only in one option. This is usually the correct one.
6. Look for something that 2 or 3 of the options have in common. If you can find this, then all of the related answers are wrong because you can't have more than one correct answer.
7. Don't forget about Maslow's hierarchy!
8. If the question deals with therapeutic communication: never choose an answer that begins with the word 'Why?'; never choose an answer that passes the responsibility to someone else (other than the nurse); never choose an answer that changes the subject from the one the patient wishes to discuss. Do choose the one that will enable you to get the most information from the patient!
9. Never change your answers unless you realize you have misread the question.
10. If the question mentions a time frame or the age of the patient, it is usually relevant. Sometimes you can find an answer that also mentions a time frame.
11. If any part of an answer is wrong, the whole answer is wrong! You can then eliminate any options that also contain the incorrect information.