



Study and Test Taking Skills

Study Skills

- Identify the information to be covered on the test
- Identify and collect all materials (notebook, textbook, etc)
- Identify major topics covered
- Under each topic, identify major headings
- Under each heading, identify Who, What, Where, When, How, and Why
- Either write out, underline or highlight the information you just wrote out
- Make study aids such as flashcards
- Memorize information using a study guide template or outline
- Use Mnemonic devices (create a song, a word or anything to help you remember in a 'silly' or practical way
- Study with a friend
- Write practice questions one night and answer the next day
- Make certain you understand all information from the teacher and in the textbook/notes, if not, ask for clarification
- Go seek help at Plainfield North's Literacy Center in the Library

Test Taking Skills

- Read all directions and ask for clarification
- Underline or circle key words in directions (circle, underline, etc.)
- Respond to all known items first
- Look for other questions to give clues for answers
- Underline or circle key words in question (Who, What, Where, Why, When, How, Why) and then respond
- Go back and check answers for accuracy
- In order for a statement to be true, all of the statement must be true (note words such as: always, never, all, etc)
- When matching, first answer items that are known, crossing off



answers that are used and then go back to remaining items and make the best choice.

- When writing an essay answer, construct the answer around Who, What, Where, When, How and Why
- If a true-false item looks new or different, it is probably false