Test Taking Strategies
Multiple Choice & True/False Questions

Multiple Choice Questions

Selecting the right answer

- Read the entire question before looking at the answers. Come up with your own answer then compare your choices.
- Watch for “decoy” answers which seem right at first glance. Read every answer before you pick one.
- Once you select an answer, trust your first instinct unless you are absolutely sure you have selected the wrong answer.
- After one reading, a question may seem confusing or hard. Look at it from another angle, restate the question or draw a picture to help bring clarity.

When you don't know the right answer

- Rephrase the questions to include the answer. Which answer sounds right?
- Read the question carefully. Be mindful of negatively worded questions (i.e. Which of the following is NOT…) or the use of absolute words (i.e. always, never, and only). Turn the answers to these questions into True/False statements to help you pick the correct answer.
- Select “All of the Above” when there are multiple options, and at least 2 of them seem correct. Use the elimination method to increase your chances of selecting the right answer. Eliminate answers which are obviously wrong. The more options you eliminate, the greater your probability of getting the answer right. Now, use reasoning to select the best answer. For example, pick the answer which seems most relevant to the context of the question.

Do not read too much into the questions

- Don’t look for patterns that aren’t really there. Just because answer "C" has appeared 3 times in a row doesn't mean "C" isn't the correct answer to the fourth question. Trust your knowledge of the material.

2 ways to tackle Multiple Choice Tests

- Go through the test and answer the questions you know. Mark and skip questions you do not know. Once you have gone through the whole exam, go back to answer any questions you skipped.
- Start at the first question and keep going, question by question, until you reach the end, never leaving a question until you have either answered it fully or made an educated guess.

True/False Questions

Proper preparation is the best way to tackle any exam; however, when in doubt use the following strategies to help you choose the best answer on true/false questions.

- Remember a statement must be 100% true or else it is FALSE.
- Statements which include absolute words (i.e. always, never, only) are usually FALSE.
- Statements which contain qualifiers (i.e. probably, sometimes, generally) are usually TRUE.
- Statistics suggest instructors put more TRUE statements on the exam than False.
- Long statements are more often FALSE. It only takes 1 incorrect word to make a statement false. Each word added increases the chances of the statement being incorrect.
- Always answer every true/false question. You have a 50% chance of getting it right!

For additional study skills resources and program information, visit the ODI Tutoring Program website at http://go.osu.edu/odi-tutor.