TAKING ESSAY EXAMS

OVERVIEW THE EXAM

Read All Questions.
Underline Important Words.
Jot Down Ideas (brief outline - see example).

BUDGET YOUR TIME

SELECT A QUESTION

For short, simple questions
For long, complex questions

RECYCLE

WRITE YOUR RESPONSE

Rephrase question as an opening statement.
Support general statements with evidence.
Summarize if there is time.
Leave space (in case you want to add more later).

Essay EXAMPLES

Answer all questions. You will have 50 minutes.
1. List and briefly discuss three important things to remember when taking an essay exam. Evaluate your test-taking procedures on two of these points. (25 points)
2. Contrast objective tests with subjective tests on at least two main points. (10 points)
3. Briefly describe five test-wiseness clues that can help on an objective test. If possible, give examples. (25 points)

EXAMPLE OF A BRIEF OUTLINE

QUES. #1 1. Rd questns carefully OR may ans wrong
2. Undrlne (e.g. eval vs. descbe)
   Me: usually do point distr
3. Watch your time or will miss some
   Me: get involved; forget to