**Test Taking Tips for Students Level 1 Language A Mrs. Minter’s Class**

Tips for handling test anxiety:

* Think positively. For example say; “I will do well on this test!”
* Use your imagination in a positive way. When you let your imagination go wild, anxiety is sure to follow. Learn to imagine yourself remaining calm and in control. Cast yourself in the role of a winner!
* Have a healthy diet and exercise regularly.
* Learn to relax. Get comfortable. Tighten the muscles in your toes. Hold for a count of ten. Relax and enjoy the sensation of release from tension. Flex the muscles in your feet. Hold for a count of ten. Relax. Move slowly up through your body-legs, abdomen, back, neck, and face-contracting and relaxing muscles as you go.
* Breathe deeply and slowly.
* Use relaxation techniques if your mind is blocked by tension during the test. Close your eyes and take a deep breath and let it out slowly. Concentrate on your breathing and then return to the test.
* Deal with pressure before it has a chance to build. Get help from your teachers. Go to class on a regular basis. Get help from your parents. Be honest when discussing your fears and the pressures you feel.

Tips to help when you are actually taking the test:

* Read all parts of a question and the answer choices carefully before you choose an answer.
* Cross out obvious wrong answers.
* Skip any items you don’t know, lightly mark the item you skipped, and come back to it later.
* If you are unsure of an answer, go with your first choice.
* Notice how words are emphasized (i.e. Underlined, Bolded, Italicized, or CAPITALIZED).
* Fill in the ovals on the answer sheet completely.
* Erase carefully and completely.
* Answer EVERY question.
* Review your answers.
* If time permits, go back over the test as though it’s your first time (with a “new set of eyes”). You’ll be surprised by the mistakes you might find.