

# ABC's for taking a test

**A**nswer every question

**B**e positive and relaxed

**C**over your work

**D**o your own work

**E**rase, only when you are sure your answer is wrong

**F**orget about cheating



**G**uess, after eliminating wrong choices

**H**ave faith in your preparation and answer with confidence

**I**gnore distractions and maintain your concentration

**J**ust do your best

**K**eep your eyes on your own work



**L**eave cell phones, iPods, and other gadgets at home

**M**ark your answers accurately

**N**ip cheating in the bud by reporting it

**O**bey instructions



**P**repare by studying diligently, not by cramming hastily

**Q**uiet your fears and work calmly

**R**espect others – don't talk or fidget

**S**kip hard questions and answer them later

**T**hink carefully, before you mark your answer



**U**se your time wisely

**V**erify your answers, if you have time

**W**ork quickly and carefully

**E**Xpect the best when you are well rested

**Y**ield not, when tempted to cheat

**Z**ip through easy questions

