

GENERAL TEST TIPS

- *Get plenty of rest.
- *Eat breakfast and dress comfortably on each day of testing.
- *Be confident of your ability and give your best effort.

TYPES OF QUESTIONS

- *There will be three different kinds of questions on the OGT:
- *Multiple-choice; Short-answer; Extended-response
- *Below are tips on how to best answer each of those types of questions:

MULTIPLE-CHOICE TIPS

- *Read the entire question before attempting to answer it.
- *First, try to answer the question without looking at the choices. Then, look at the choices to see if your answer is the same as, or close to, one of the choices.
- *Read carefully any question using the words "not" or "except".
- *Don't keep changing your answer. Usually your first choice is the right one, unless you did not read the question correctly.
- *Use "process of elimination" and substitution" methods on questions where you are unsure of the correct answer. Do not leave any questions blank.

SHORT-ANSWER AND EXTENDED-RESPONSE TIPS

- *Read the directions carefully.
- *If the question is asking for facts, do not give your personal opinion on the topic.
- *Make an outline before writing your essay. This way your response will be more organized and fluid.
- *Address all parts of the question. Short Answer questions are 2 points, meaning two parts. Extended Response questions are 4 points, meaning four parts to address.
- *Rephrase the question in your response, and try to wrap up your thoughts with "in conclusion".
- *Focus on one main idea per paragraph.
- *If you have time left at the end, proofread your work and correct any errors.

TIME MANAGEMENT REMINDERS

- *You will have more time than you are likely to need.
- *Answer the easier questions first so that you can spend more time on the harder questions.
- *Be sure to answer all the questions.
- *Use any extra time to go back and check your answers, making sure the choice you marked on the answer sheet is the one you wanted.

CONTENT SPECIFIC TIPS AND STRATEGIES:

READING

- *Read the questions prior to reading the passage. This may help the reader "zero in" on specific ideas or topics.
- *Make notes or write your thoughts on the test copy. Underline and/or circle key words or phrases in the passage.
- *When you see an underlined word in a Reading Passage, you will likely be asked a question about it.

- *When questions ask about specific facts and details, make sure you refer back to the selection to find the answers.
- *You may be asked to make inferences. Inferences are conclusions you make based upon evidence or reasoning.
- *Use the strategy of using a Venn diagram to keep track of similarities and differences between two things.
- *Be careful to sort between facts and opinions. Facts cannot be disputed, opinions can.
- *When reading an unfamiliar word, do not spend too much time determining how to pronounce it. Instead, use context clues to try to determine its meaning.
- *When reading a passage or selection, remember to ask yourself what is the author's purpose for writing this.

MATH

- *Be sure to show your work for extended response and short answers and circle your answer.
- *Attempt all parts of a question.
- *Use substitution method on multiple choice math questions.
- *Check your work with your calculator.
- *Use the reference sheet provided for mathematical formulas.
- *Histogram: A statistical graph of a frequency distribution in which vertical rectangles of different heights are proportionate to corresponding frequencies.
- *Know central tendencies of mean (average of numbers), median (middle number in a frequency rank), and mode (most number with the highest frequency in a range).
- *Remember different methods of numeric expression for same value, i.e. $\frac{1}{4} = 25\% = 0.25$.

WRITING

- *Use outlines to plan for your writing – Introduction, Body, Conclusion. Use topics for paragraphs with supporting details.
- *Use complete sentences and write legibly.
- *Make sure you answer all parts of the writing prompt.
- *Letter writing should begin with a salutation (opening to someone) and should end with a signature.
- *Students should revise and edit their writing. Students may cross out sections or insert needed items on their written drafts.