



Tackle your exam

Multiple choice questions

Work in rounds

Here's how to manage your time efficiently.

1. Complete only the easy questions first. Skip what you don't know.
2. Then focus on the questions that require deeper thinking.
3. The very difficult questions you save for last.

Find the best answer and not the 100% 'perfect' answer.

In the case of four response alternatives, generally:

1. One of the four is clearly incorrect
2. The second one turns out to be incorrect with some thought.
3. If two answers are very similar, one of two is usually correct
4. Now decide which of the remaining two is the best answer. The following pointers can help:
 - Read the question and answers carefully, but don't look for too much behind them either. Many questions are not meant to be 'deep'.
 - Underline key words (key concepts, action verbs, etc.)
 - Determine what type of question it is (knowledge, insight, application, analysis) and think about what kind of answer you would expect to accompany it.
 - It is about the best answer. So it does not have to correspond exactly to the way it was worded in your book or notes.

Multiple-choice questions often involve recognition.

If you are well prepared, the first impression is usually the best. When in doubt, look again at the question and answer alternatives in a subsequent round. An alternative is usually incorrect if:

- It is a strange answer.
- It is an extremely formulated answer.

Try reducing a complexly worded question/answer to an outline.

Improve only on the basis of new insight. Don't 'improve' to reduce agitation and doubt and rather on the basis of a new understanding of the question. Improving is then 'worsening'. If you risk ruining the exam that way, hand it in and go home.