Multiple choice exams usually focus on a broad overview of the course, so aim for breadth rather than depth in your preparation. Study the most relevant topics.

A. Read each question carefully - circle or underline topic words

B. Try to think of the answer before reading the options provided - doing this allows you to make a more accurate choice

C. Eliminate answers you know aren’t right

D. Avoid becoming fixated on challenging questions. Answer the questions you know for sure and then move on - mark any questions you are not sure of and come back to them

E. Beware of 'distractor' responses - attractive decoys are often included in response options

F. Plan your time and pace yourself

G. Be alert for grammatical inconsistencies between the question and the potential answers - a choice is nearly always wrong if the question and the answer don’t combine to make a grammatically correct sentence

H. Look for specific determiners - always, never, all, none. These absolutes might help you eliminate choices

I. Don’t leave any questions unanswered!