# MULTIPLE CHOICE EXAMS

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| **1. What are they?** | • Multiple-choice and true/false questions require you to identify the correct answer from a range of possible responses.  
| | • Usually a large number of questions each of the same value.  
| | • In each question you select the most appropriate response from a list of alternatives. |
| **2. Purpose** | • These types of exams require you to demonstrate knowledge and command of content.  
| | • You need to be able to recall and apply knowledge quickly, recognising which of the possible responses is the best, most applicable answer.  
| | • Question analysis skills and thinking strategies are essential. |
| **3. Preparation** | • Use your lecture and tutorial outline to identify the main themes within the course.  
| | • Ensure that your lecture and research notes are complete, thorough and well organised into key topics.  
| | • Attend to all advice your lecturer has provided over the semester and in the lead up to the exam.  
| | • Memorise the key terms, theories and applications well enough to respond accurately to a lot of questions in a set time.  
| | • In a study group write a bank of questions, collate and then answer the questions.  
| | • Check to see if past exam papers are available for examples of the types of questions that might appear on the exam – check with your lecturer.  
| | • Practise responding to the types of questions in your exam and check that your answers address each question fully.  
| | • It is important to practise to a time limit, thus rehearsing exam conditions. |
| **4. Taking the exam** | • Plan your exam time.  
| | • Read the question carefully. Statements that contain absolutes (words such as *all*, *every*, *never*, *no*) which restrict the possibilities are less likely to be correct. Statements with more moderate words such as *generally*, *most*, *least* may be more likely to be correct.  
| | • Highlight or underline key words.  
| | • Predict the answer before reading the choices provided. Select this answer if present.  
| | • Read all of the options for each question.  
| | • Do the questions that you feel confident to answer first. Ensure that you are not misled by the wording of the question resulting in making a wrong choice.  
| | • Eliminate the obviously incorrect options first.  
| | • Mark those responses you need to reconsider later.  
| | • Watch out for extra-long or complicated options: they may be wrong.  
| | • If some of the answers contain unfamiliar words do not panic...do they make sense, if not they may not be the correct choice.  
| | • Answer all questions - a calculated guess is better than no response. |
Useful strategies:

- **Ask your lecturer/tutor** for advice as to what topics maybe covered and listen for clues in classes.
- **Consider all the options** before choosing your answer, even if the first option seems correct.
- **Do not change your original answer** - in most cases your instincts are correct. Only change your answer if you have a very strong hunch that it’s wrong, you find new evidence, or you suddenly remember otherwise.
- **Take special note of phrasing, such as:**
  1. **Negative phrases** (e.g. Choose the answer which *DOES NOT* describe)
  2. **Subjective questions** (e.g. Choose the option that *BEST* describes)
  3. **Judgement questions** (e.g. Choose the *MOST CORRECT* answer)
  4. **Multiple answers** (e.g. Choose *MORE* than one)