

Success is in the Planning!



This brochure is designed to give students and their families suggestions for doing their best in school, and on academic testing.

- ▶ Read the ideas and suggestions together as a family.
- ▶ Practice and planning will bring success for your child's future.
- ▶ Be positive and supportive of your child's efforts.
- ▶ Form a partnership with your child's teacher and school. They are a treasure chest of resources for you and your child.

## Ideas for Parents

The following are ideas and suggestions that parents, teachers, principals and school counselors have offered as tools for success. Most of these will help your child do their best in school, if done all year long.

- ☑ Encourage your child to read at least thirty minutes a day. Read with your child when possible. Go with your child to the library. Instruct them on how to choose a book of interest and one at their reading level. Help them with comprehension by asking questions about what they are reading.
- ☑ Follow the *PAPA School* policy on attendance and tardiness. Children who are truant not only miss important times of learning in their classrooms, but are at higher risk of crime and less likely to graduate from High School.
- ☑ Teach your child that learning is their job and that education is important for their future.
- ☑ Learn new words with your child. Make a game out of learning new vocabulary words. As they grow in their understanding of vocabulary, the better they will do on their tests. Ask their teacher for words to work on and use them in your conversations with your child.
- ☑ Your child will perform better when they are rested from a good night's sleep (the experts suggest 8 to 9 hours for most children) and are relaxed. Make sure they are getting nutritious meals, especially during the days of numerous tests.
- ☑ Praise and award your child when they are doing their best and you see them working to improve their efforts in school.

Become a life-long learner!

Public Academy for Performing Arts

Testing Tips 4 Success



For Students & Their Families

## "Study Skills" Information

- ☑ How to get off to a good start.
- ☑ Strategies for answering the questions.
- ☑ Doing your best!

Test Success Begins with you!

# Tips For a Great Start

- ❑ Get at least 8 to 9 hours sleep before the test each night.
- ❑ Eat nutritious foods like fruits, vegetables and proteins (e.g., eggs, meats, cheese, etc.). Drink water.
- ❑ Physical exercise is needed each day—ride a bike, run, jump, climb, walk, play a sport. Keep active for about 60 minutes a day.
- ❑ Watch a funny movie, read a book or play a table game with your family the nights before a test. These activities will help you relax. Wait until after all the tests are complete to watch action or scary movies or play intense video games. These can make you nervous or anxious.
- ❑ Attendance will be very important for your success on the test. Make sure you are at school on time, and prepared for your day.



## Reducing Test Anxiety Begins Early

❖ Start studying the information for your test ahead of time. Cramming for a test only increases anxiety. Knowing your information will bring confidence to your performance on the test.

Here are three techniques that can help you relax on the day of the test:

- ❖ Breathe deeply and slowly through your nose. Hold your breath for four seconds. Release your breath slowly through your mouth. Do this technique at least 2 or 3 times.
- ❖ In your mind, with your eyes closed, picture your favorite place to relax.
- ❖ To relax your whole body, close your eyes and tighten your muscles, for a short time, then relax.



## Strategies for Taking the Test



- ❖ Bring everything you need or were asked to bring for the test. This could include a sharpened pencil or pen, a water bottle, or snack for the end of the test.
- ❖ Be a “great listener” and follow the directions of your teacher or test proctor.
- ❖ Look your test over carefully and make sure you know where to write or score your answers. Your teacher will tell you what to use for the answers. Some tests will have you write in the question document while another test will have you write in an answer booklet or answer sheet.
- ❖ Notice how much time you have to complete the test so that you can judge how much time you have for each question.
- ❖ Some of the questions will be harder than others. If you are having difficulty answering a question, move on to another question. You can go back and try to answer the hard ones later. Just make sure you have answered all the questions by checking the test when you have finished.
- ❖ Read questions, answers and reading materials over again. If you are allowed to re-read the story or test materials, then once you have read the question, and the answers, go back and read the text the question is based on. *Read everything twice!*
- ❖ Check Your Answers. Use all the time available. Make sure you wrote your answer in the right place. Check the answers you feel are correct.



### ❖ Multiple-Choice Questions

As you read the question, think about the right answer before you read the answer choices.

Read **all** the answers even if you think you know which one is correct. Many times there will be an answer that is **OK** but not the **best** answer. Choose the **best** answer for each question.

If you still don't know which answer is right, cross out the ones you know are wrong and make an educated guess between the ones that are left.

### ❖ Essay Questions

If there is more than one essay question, start with the simplest question first.

Write down your ideas, using an idea organizer like an out-

line or webbing circles.

Write neatly, using complete sentences and indenting the first sentence of each paragraph.

The first paragraph should tell the reader what your essay is all about. The next paragraphs needs to include facts, examples and the points you are making.

The last paragraph should restate the answer to the essay question with a brief conclusion or summary.

### ❖ True or False Questions

Read true or false questions slowly and carefully. Find the key words in the answer. A question may have a negative word or phrase which can change the whole meaning. Example: “The children were **not** excited to see the snow fall outside their classroom window.” The right answer may be, “The children were excited,” but the “not” changes the meaning and makes the answer “false.” There are other words to look for: *all, none, never, every, not and always.*



## What to Do Before the Test

- ❖ Pay close attention, all year long, to what is being taught in your classrooms.
- ❖ Study class notes carefully.
- ❖ Make flash cards of names, formulas, dates, and facts. Go over them as often as you can until you know the information.
- ❖ If your textbooks have review questions, study and know the answers to them all.
- ❖ If you are given a review (study) sheet, use it to test yourself. Write questions from the facts on the sheet, then answer them.

Believe in Yourself!