

## ICTS Test-Taking Strategies

The following suggestions may help you develop strategies to use when you are taking the Illinois Certification Testing System.

✓ **Follow directions.**

It is very important to listen to and follow all test directions. This includes the oral directions that will be read by the test administrators and any written directions in the test booklet.

✓ **Pace your work.**

You will be assigned to one or both test sessions depending on the number and types (full session or partial session) of tests for which you register. Each test session is five hours in length. The time it takes test administrators to read the directions at the beginning of the test session is not included in the five hours. You may wish to flip through the test booklet when you are given the signal to begin testing. This may give you an idea of how to pace yourself when taking the test. Remember to leave enough time to respond to the constructed-response assignment(s), if applicable.

✓ **Read carefully.**

Do not try to speed up by skimming directions or by reading the test questions too quickly. You may miss important information and instructions.

✓ **Determine the "best answer."**

Your response to each multiple-choice test question should be the best of the alternatives provided. Read and evaluate all four answer choices before deciding which one is best.

✓ **Guess wisely.**

Your multiple-choice test score will be based on the number of multiple-choice questions you answer correctly. You will not be penalized for guessing. If you are unsure about a question, use your knowledge in the content area to eliminate as many of the alternatives as you can. Then select among the remaining choices.

✓ **Mark your answers carefully.**

Your responses to the multiple-choice questions will be scored electronically. It is critical for you to mark your answers carefully and to erase any stray marks completely. If you skip a question, be sure that you skip the corresponding row of answer choices on the answer sheet.

✓ **Check your accuracy.**

Use any remaining time at the end of the test session to check the accuracy of your work. Make sure that you have filled in the appropriate bubbles on the answer sheet and that you have completely erased any stray marks.

✓ **Review carefully the constructed-response assignment(s), if applicable, and write legibly.**

Be sure to read and respond to each part of the assignment(s).

Your response(s) to the constructed-response assignment(s) will be evaluated by at least two qualified scorers. It is important for the scorers to be able to read your response(s).

Also, make sure that you have recorded your response(s) to the constructed-response assignment(s) on the appropriate answer document(s) in the appropriate space.