

**TEST-TAKING SKILLS AND ABILITIES CHECKLIST/  
STUDENT ATTITUDES AND MOTIVATION CHECKLIST\***

***Directions:*** Read the following items. In the space provided to the left of each item, place an S for those that are primarily the student's responsibility and a T for those that are primarily a teacher's responsibility.

- FOLLOW THE DIRECTIONS CLOSELY
- BUDGET TIME APPROPRIATELY
- DISCUSS PURPOSE AND RELEVANCE OF TESTING
- CHECK WORK CAREFULLY
- READ THE ENTIRE ITEM AND ALL ANSWERS
- ANSWER EASIER QUESTIONS FIRST AND PERSIST TO THE END
- EXPECT GOOD RESULTS AND MODEL POSITIVE ATTITUDE
- MAKE EDUCATED GUESSES
- ANTICIPATE AND DEAL WITH TEST ANXIETY
- USE MOTIVATIONAL ACTIVITIES AND PROVIDE INCENTIVES
- KNOW AND USE CORRECT TEST ADMINISTRATION PROCEDURES
- USE TEST ITEM FORMATS FOR PRACTICE
- INVOLVE PARENTS
- REVIEW THE PRACTICE ITEMS AND ANSWERS WITH STUDENTS
- DISCUSS TEST FORMATS
- PRACTICE USING ANSWER SHEETS
- CORRELATE CLASSROOM ACTIVITIES WITH TESTS
- PROVIDE FEEDBACK ON RESULTS
- REWARD AND CELEBRATE SUCCESS

*\*Adapted from Preparing Students for Standardized Tests . Text can be found at CPS intranet website. (Intranet.cps.k12.il.us)*