Practice reading every day outside the classroom.

- **Read major stories** in the newspapers or electronic news because major stories often repeat. Try www.cbc.ca/bc. Listen to the radio and watch the same stories on TV. Then discuss them with somebody.
- **Sign up** at the tutor’s desk. Explain the “who”, “when”, “where”, “what”, “why” and “how” about a story that you read. Use new words to re-tell the story. Ask the tutor if you don’t understand parts of a story.
- **Read many parts of the newspaper** to learn about many topics, for example, the business, political, entertainment, and editorial sections.
- **Read all English materials**, such as restaurant menus, ads, and magazines.
- **Read stories with your children**.
- **Go to the library and borrow books**. Read the first page to decide if the book is okay for you. If the book is too hard, you will not understand or remember ideas.
- **Write down and review vocabulary**. Words that you read or hear often are worth learning. Write down the complete sentence. Make study cards. The more you read and use words, the easier it will get.
- **Practice idioms**. They can’t be translated, so practice them through reading, listening, computer programs, and speaking exercises.
- **Use a good English language dictionary** to study the meaning, spelling, and usage of new words. Write down related words, for example, “cream” → “creamy”, “creamier”, “cream of”. Learn synonyms, for example, “cream” = “best”.
- **Go to the Learning Centre and use reading resources** to test your understanding, build your vocabulary, use strategies such as context clues, and increase your speed.
- **Listen and read with a “talking book”**. Books with tapes are in the library.
- **Write everyday** in a journal. Use new words. For advanced students, paraphrase, summarize, and criticize. Choose any topic and write your opinion.

**Practice grammar every day.**

- **Sign up** at the tutor’s desk and get help. Ask about confusing grammar.
- **Test yourself** at the Learning Centre. Use the Learning Centre grammar pre-tests to find out which grammar points to review. Practice with Learning Centre handouts and other Learning Centre materials.
- **Focus on grammar in all language skills**. For example, if you are having difficulty in adjective clauses, practice combining 2 sentences, both written and orally. The tutor can suggest exercises.
- **Use computer programs and grammar books** with answer keys to practice.
**Before the test:**

- Find out the test format from your teacher before the exam.
- Ask questions, such as how long? how many questions? what kind of questions? what is the pass mark?
- **Try a practice test** in class before the final, so you know what to expect.
- **Practice reading and grammar questions under test conditions.** For example, grammar and reading tests are usually multiple-choice formats with limited time. Try exercises in this format and watch your time.
- Get a good night’s sleep. Eat well. Drink water.
- Plan to arrive a few minutes early.

**During the test:**

- Take a deep breath. Calm yourself before the test begins.
- Scan the test before you start. How many questions are there? Is each question worth the same amount?
- **Read the test instructions carefully.** For example, “mark one answer only” is different from “mark all answers which apply.” Underline key words.
- **Answer the questions you know first.** Go back and spend more time on the difficult questions.
- Unless you know an answer is wrong, don’t go back and change it.
- Sometimes another question on the test can help you get the right answer.
- **Eliminate** (cross out) the answers you know are wrong.
- Answer all questions even if you have to guess.

**On a grammar test:**

- Read questions carefully. For example, time clues will help you with verb tenses.
- Read the question, and **decide on the answer** before you look at the choices.
- Underline important words in the question to help you focus on the answer.

**On a reading test:**

- Read the first sentence of each paragraph first. It is usually the topic sentence.
- **Read the questions first** before you read the text. Watch for tricky questions. For example, “Who was not involved?” is different from “Who was involved?”
- **Go from the text to the question many times.** Look for key words to help find the answer. **Decide on the answer** before you look at the choices.
- Focus on the vocabulary you do know and guess at words you don’t know.
- Focus on answering the questions. Don’t worry about vocabulary that doesn’t help you answer a question.
- **Use context.** People, places and topics can help you guess the answer.
- **Use your background knowledge when you’re stuck.** If nothing else, your own ideas may help you guess.

**After the test:**

- Remember you don’t have to get 100% on the test. Find out from your teacher what you need to pass.