

WISCONSIN INDIANHEAD TECHNICAL COLLEGE
HEALTH INFORMATION TECHNOLOGY
STUDENT HANDBOOK

Test-Taking

ASSUMPTIONS:

1. Students will have read all assigned material according to lesson outlines prior to completing a test/exam.
2. Students will complete tests/quizzes/exams independently, and according to instruction.
3. Students will receive a copy of the course competencies, learning objectives, and course grading requirements at the beginning of the course.
4. All exam questions are based on course learning objectives and competencies.
5. All lesson content (i.e. required reading, assignments, provided websites) may be considered sources for exam questions.
6. All lesson content may not be covered in learning activities, but will be considered as testable material.

INSTRUCTOR ROLE:

1. To provide applicable course content, allowing for an intuitive and supported learning process.
2. To provide clarification when requested and when appropriate.

SUGGESTIONS FOR TEST-TAKING

1. Develop content outlines, while taking notes.
2. Ensure a relaxing, comfortable environment prior to beginning a test/exam.
3. Do not procrastinate.
4. Ask questions early on within each lesson, allowing for sufficient time to seek clarification on concepts, strategies and expectations prior to deadlines.