Chapter 1: Time

Additional Readings


Chapter 1 Test (100 points)

Part A. Circle the letter that best answers each question. (30 points)

1. In the SQ3R process, what do you do during the “Q” step?
   a. Look for questions that appear in the text.
   b. Write *wh-* questions about the topic, after you’ve skimmed the text.
   c. Discuss questions at the end of the reading assignment.
   d. Write questions about parts of the text that you didn’t understand.

2. Which step is NOT part of the SQ3R process?
   a. Read
   b. Retell
   c. Revise
   d. Review

3. Which of these methods is NOT a good method for taking notes during a lecture?
   a. Use a complex outline form to organize the main ideas and supporting points.
   b. Leave extra space between notes and a wide left margin.
   c. Write short phrases and key words.
   d. Leave a blank space and keep writing if you miss information.

4. Which of the following strategies is NOT a good test-taking strategy?
   a. Start answering the questions as soon as you receive the exam.
b. Look at the entire test and decide how much time to spend on each section.

c. Answer the easiest questions first.

d. Skip questions you don’t know the answer to and go back to them later.

5. Which of these strategies is NOT a good way to improve class participation?

a. Give yourself rewards for increasing the amount of things you say in class.

b. Highlight or underline information that you can refer to in your textbook.

c. Wait until later in the discussion to speak, after you feel more comfortable in the class.

d. Before class, write down some things you might say.

6. Which of the following things should you NOT do when surveying a reading?

a. Read the entire article from start to finish, looking up any new words in a dictionary as you read.

b. Scan the title, headings, charts, and illustrations for clues about content and organization.

c. Skim the first and last sentences of paragraphs for clues about content and organization.
d. Look at paragraph length, sentence length, and vocabulary to predict how easy or difficult the reading will be.

Part B. Match each term on the left with its meaning on the right. (20 points)

___ 1. syllabus  a. decide on the most important ideas, information, or things to do

___ 2. recite  b. a list that is updated regularly

___ 3. survey  c. a class in which the instructor does most of the talking

___ 4. downtime  d. decide how much time to spend on different sections of an exam

___ 5. log  e. restate a reading’s ideas in your own words

___ 6. seminar  f. an explanation of course goals, policies, and major assignments, usually given on the first day of a class

___ 7. prewriting  g. time that is just for relaxing

___ 8. prioritize  h. preview a reading by skimming and scanning for information about contents and organization

___ 9. lecture  i. a class in which students are expected to discuss

___ 10. pace oneself  j. activities to help you get ideas on paper before you begin a writing assignment

Part C. Write a short answer to each of the following questions. (50 points)

1. What kind of information will a dictionary entry give you about a word?
   
   List at least three things. __________________________________________
2. What are some signs that a word might be important to look up in a dictionary? List at least three.

3. What are some important things to write down when you take notes? List at least four types of information.

4. Briefly describe three things you can do during the prewriting process for a paper.

5. Where are academic schedules usually found, and what kind of information do they give?