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Jay Willis

Vice President

jay.willis@mometrix.com

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DEAR FUTURE EXAM SUCCESS STORY

First of all, **THANK YOU** for purchasing Mometrix study materials!

Second, congratulations! You are one of the few determined test-takers who are committed to doing whatever it takes to excel on your exam. **You have come to the right place.** We developed these study materials with one goal in mind: to deliver you the information you need in a format that's concise and easy to use.

In addition to optimizing your guide for the content of the test, we've outlined our recommended steps for breaking down the preparation process into small, attainable goals so you can make sure you stay on track.

We've also analyzed the entire test-taking process, identifying the most common pitfalls and showing how you can overcome them and be ready for any curveball the test throws you.

Standardized testing is one of the biggest obstacles on your road to success, which only increases the importance of doing well in the high-pressure, high-stakes environment of test day. Your results on this test could have a significant impact on your future, and this guide provides the information and practical advice to help you achieve your full potential on test day.

Your success is our success

We would love to hear from you! If you would like to share the story of your exam success or if you have any questions or comments in regard to our products, please contact us at **800-673-8175** or **support@mometrix.com**.

Thanks again for your business and we wish you continued success!

Sincerely,
The Mometrix Test Preparation Team

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Introduction

Thank you for purchasing this resource! You have made the choice to prepare yourself for a test that could have a huge impact on your future, and this guide is designed to help you be fully ready for test day. Obviously, it's important to have a solid understanding of the test material, but you also need to be prepared for the unique environment and stressors of the test, so that you can perform to the best of your abilities.

For this purpose, the first section that appears in this guide is the **Secret Keys**. We've devoted countless hours to meticulously researching what works and what doesn't, and we've boiled down our findings to the five most impactful steps you can take to improve your performance on the test. We start at the beginning with study planning and move through the preparation process, all the way to the testing strategies that will help you get the most out of what you know when you're finally sitting in front of the test.

We recommend that you start preparing for your test as far in advance as possible. However, if you've bought this guide as a last-minute study resource and only have a few days left before your test, go ahead and skip over the first two Secret Keys since they address a long-term approach.

If you have time to prepare but you're not sure where to begin, we've got you covered! Check out our **Four-Week TEAS Study Plan** and adapt it as necessary to fit the time that you have before your test.

Finally, if you struggle with **test anxiety**, we strongly encourage you to check out our recommendations for how you can overcome it. Test anxiety is a formidable foe, but it can be beaten, and we want to make sure you have the tools you need to defeat it.

TEAS FAQs

Q. Will I be allowed to use a calculator?

A. Yes, you will be provided with a simple four-function calculator to use on the math section of the TEAS. ***You may NOT bring your own calculator.*** If you are taking a paper version of the TEAS, the school or testing center will provide a calculator for you to use. If you are taking the TEAS on a computer, it will be an on-screen calculator built into the testing software.

Q. What scores do I need to earn on the TEAS?

A. It is left up to each school to set its own cut scores. You will need to check with each school where you plan to apply to see what scores they require.

Q. When will I get my scores?

A. It depends on where and how you will be taking the test. At most testing locations with computer-based testing, you will receive your TEAS scores as soon as you finish taking the test. However, you may have to wait a few days for your score if you are taking a pencil-and-paper test ***or*** if the school where you are taking it has administratively set a waiting period.

Secret Key #1 – Plan Big, Study Small

There's a lot riding on your performance. If you want to ace this test, you're going to need to keep your skills sharp and the material fresh in your mind. You need a plan that lets you review everything you need to know while still fitting in your schedule. We'll break this strategy down into three categories.

Information Organization

Start with the information you already have: the official test outline. From this, you can make a complete list of all the concepts you need to cover before the test. Organize these concepts into groups that can be studied together, and create a list of any related vocabulary you need to learn so you can brush up on any difficult terms. You'll want to keep this vocabulary list handy once you actually start studying since you may need to add to it along the way.

Time Management

Once you have your set of study concepts, decide how to spread them out over the time you have left before the test. Break your study plan into small, clear goals so you have a manageable task for each day and know exactly what you're doing. Then just focus on one small step at a time. When you manage your time this way, you don't need to spend hours at a time studying. Studying a small block of content for a short period each day helps you retain information better and avoid stressing over how much you have left to do. You can relax knowing that you have a plan to cover everything in time. In order for this strategy to be effective though, you have to start studying early and stick to your schedule. Avoid the exhaustion and futility that comes from last-minute cramming!

Study Environment

The environment you study in has a big impact on your learning. Studying in a coffee shop, while probably more enjoyable, is not likely to be as fruitful as studying in a quiet room. It's important to keep distractions to a minimum. You're only planning to study for a short block of time, so make the most of it. Don't pause to check your phone or get up to find a snack. It's also important to **avoid multitasking**. Research has consistently shown that multitasking will make your studying dramatically less effective. Your study area should also be comfortable and well-lit so you don't have the distraction of straining your eyes or sitting on an uncomfortable chair.



The time of day you study is also important. You want to be rested and alert. Don't wait until just before bedtime. Study when you'll be most likely to comprehend and remember. Even better, if you know what time of day your test will be, set that time aside for study. That way your brain will be used to working on that subject at that specific time and you'll have a better chance of recalling information.

Finally, it can be helpful to team up with others who are studying for the same test. Your actual studying should be done in as isolated an environment as possible, but the work of organizing the information and setting up the study plan can be divided up. In between study sessions, you can discuss with your teammates the concepts that you're all studying and quiz each other on the details. Just be sure that your teammates are as serious about the test as you are. If you find that your study time is being replaced with social time, you might need to find a new team.

Secret Key #2 – Make Your Studying Count

You're devoting a lot of time and effort to preparing for this test, so you want to be absolutely certain it will pay off. This means doing more than just reading the content and hoping you can remember it on test day. It's important to make every minute of study count. There are two main areas you can focus on to make your studying count.

Retention

It doesn't matter how much time you study if you can't remember the material. You need to make sure you are retaining the concepts. To check your retention of the information you're learning, try recalling it at later times with minimal prompting. Try carrying around flashcards and glance at one or two from time to time or ask a friend who's also studying for the test to quiz you.

To enhance your retention, look for ways to put the information into practice so that you can apply it rather than simply recalling it. If you're using the information in practical ways, it will be much easier to remember. Similarly, it helps to solidify a concept in your mind if you're not only reading it to yourself but also explaining it to someone else. Ask a friend to let you teach them about a concept you're a little shaky on (or speak aloud to an imaginary audience if necessary). As you try to summarize, define, give examples, and answer your friend's questions, you'll understand the concepts better and they will stay with you longer. Finally, step back for a big picture view and ask yourself how each piece of information fits with the whole subject. When you link the different concepts together and see them working together as a whole, it's easier to remember the individual components.

Finally, practice showing your work on any multi-step problems, even if you're just studying. Writing out each step you take to solve a problem will help solidify the process in your mind, and you'll be more likely to remember it during the test.

Modality

Modality simply refers to the means or method by which you study. Choosing a study modality that fits your own individual learning style is crucial. No two people learn best in exactly the same way, so it's important to know your strengths and use them to your advantage.

For example, if you learn best by visualization, focus on visualizing a concept in your mind and draw an image or a diagram. Try color-coding your notes, illustrating them, or creating symbols that will trigger your mind to recall a learned concept. If you learn best by hearing or discussing information, find a study partner who learns the same way or read aloud to yourself. Think about how to put the information in your own words. Imagine that you are giving a lecture on the topic and record yourself so you can listen to it later.



For any learning style, flashcards can be helpful. Organize the information so you can take advantage of spare moments to review. Underline key words or phrases. Use different colors for different categories. Mnemonic devices (such as creating a short list in which every item starts with the same letter) can also help with retention. Find what works best for you and use it to store the information in your mind most effectively and easily.

Secret Key #3 – Practice the Right Way

Your success on test day depends not only on how many hours you put into preparing, but also on whether you prepared the right way. It's good to check along the way to see if your studying is paying off. One of the most effective ways to do this is by taking practice tests to evaluate your progress. Practice tests are useful because they show exactly where you need to improve. Every time you take a practice test, pay special attention to these three groups of questions:

- The questions you got wrong
- The questions you had to guess on, even if you guessed right
- The questions you found difficult or slow to work through

This will show you exactly what your weak areas are, and where you need to devote more study time. Ask yourself why each of these questions gave you trouble. Was it because you didn't understand the material? Was it because you didn't remember the vocabulary? Do you need more repetitions on this type of question to build speed and confidence? Dig into those questions and figure out how you can strengthen your weak areas as you go back to review the material.



Additionally, many practice tests have a section explaining the answer choices. It can be tempting to read the explanation and think that you now have a good understanding of the concept. However, an explanation likely only covers part of the question's broader context. Even if the explanation makes perfect sense, **go back and investigate** every concept related to the question until you're positive you have a thorough understanding.

As you go along, keep in mind that the practice test is just that: practice. Memorizing these questions and answers will not be very helpful on the actual test because it is unlikely to have any of the same exact

questions. If you only know the right answers to the sample questions, you won't be prepared for the real thing. **Study the concepts** until you understand them fully, and then you'll be able to answer any question that shows up on the test.

It's important to wait on the practice tests until you're ready. If you take a test on your first day of study, you may be overwhelmed by the amount of material covered and how much you need to learn. Work up to it gradually.

On test day, you'll need to be prepared for answering questions, managing your time, and using the test-taking strategies you've learned. It's a lot to balance, like a mental marathon that will have a big impact on your future. Like training for a marathon, you'll need to start slowly and work your way up. When test day arrives, you'll be ready.

Start with the strategies you've read in the first two Secret Keys—plan your course and study in the way that works best for you. If you have time, consider using multiple study resources to get different approaches to the same concepts. It can be helpful to see difficult concepts from more than one angle. Then find a good source for practice tests. Many times, the test website will suggest potential study resources or provide sample tests.

Secret Key #4 – Pace Yourself

Once you're fully prepared for the material on the test, your biggest challenge on test day will be managing your time. Just knowing that the clock is ticking can make you panic even if you have plenty of time left. Work on pacing yourself so you can build confidence against the time constraints of the exam. Pacing is a difficult skill to master, especially in a high-pressure environment, so **practice is vital**.

Set time expectations for your pace based on how much time is available. For example, if a section has 60 questions and the time limit is 30 minutes, you know you have to average 30 seconds or less per question in order to answer them all. Although 30 seconds is the hard limit, set 25 seconds per question as your goal, so you reserve extra time to spend on harder questions. When you budget extra time for the harder questions, you no longer have any reason to stress when those questions take longer to answer.

Don't let this time expectation distract you from working through the test at a calm, steady pace, but keep it in mind so you don't spend too much time on any one question. Recognize that taking extra time on one question you don't understand may keep you from answering two that you do understand later in the test. If your time limit for a question is up and you're still not sure of the answer, mark it and move on, and come back to it later if the time and the test format allow. If the testing format doesn't allow you to return to earlier questions, just make an educated guess; then put it out of your mind and move on.



On the easier questions, be careful not to rush. It may seem wise to hurry through them so you have more time for the challenging ones, but it's not worth missing one if you know the concept and just didn't take the time to read the question fully. Work efficiently but make sure you understand the question and have looked at all of the answer choices, since more than one may seem right at first.

Even if you're paying attention to the time, you may find yourself a little behind at some point. You should speed up to get back on track, but do so wisely. Don't panic; just take a few seconds less on each question until you're caught up. Don't guess without thinking, but do look through the answer choices and eliminate any you know are wrong. If you can get down to two choices, it is often worthwhile to guess from those. Once you've chosen an answer, move on and don't dwell on any that you skipped or had to hurry through. If a question was taking too long, chances are it was one of the harder ones, so you weren't as likely to get it right anyway.

On the other hand, if you find yourself getting ahead of schedule, it may be beneficial to slow down a little. The more quickly you work, the more likely you are to make a careless mistake that will affect your score. You've budgeted time for each question, so don't be afraid to spend that time. Practice an efficient but careful pace to get the most out of the time you have.

Secret Key #5 – Have a Plan for Guessing

When you're taking the test, you may find yourself stuck on a question. Some of the answer choices seem better than others, but you don't see the one answer choice that is obviously correct. What do you do?

The scenario described above is very common, yet most test takers have not effectively prepared for it. Developing and practicing a plan for guessing may be one of the single most effective uses of your time as you get ready for the exam.

In developing your plan for guessing, there are three questions to address:

- When should you start the guessing process?
- How should you narrow down the choices?
- Which answer should you choose?

When to Start the Guessing Process

Unless your plan for guessing is to select C every time (which, despite its merits, is not what we recommend), you need to leave yourself enough time to apply your answer elimination strategies. Since you have a limited amount of time for each question, that means that if you're going to give yourself the best shot at guessing correctly, you have to decide quickly whether or not you will guess.

Of course, the best-case scenario is that you don't have to guess at all, so first, see if you can answer the question based on your knowledge of the subject and basic reasoning skills. Focus on the key words in the question and try to jog your memory of related topics. Give yourself a chance to bring the knowledge to mind, but once you realize that you don't have (or you can't access) the knowledge you need to answer the question, it's time to start the guessing process.



It's almost always better to start the guessing process too early than too late. It only takes a few seconds to remember something and answer the question from knowledge. Carefully eliminating wrong answer choices takes longer. Plus, going through the process of eliminating answer choices can actually help jog your memory.

Summary: Start the guessing process as soon as you decide that you can't answer the question based on your knowledge.

How to Narrow Down the Choices

The next chapter in this book (**Test-Taking Strategies**) includes a wide range of strategies for how to approach questions and how to look for answer choices to eliminate. You will definitely want to read those carefully, practice them, and figure out which ones work best for you. Here though, we're going to address a mindset rather than a particular strategy.

Your odds of guessing an answer correctly depend on how many options you are choosing from.

Number of options left	5	4	3	2	1
Odds of guessing correctly	20%	25%	33%	50%	100%

You can see from this chart just how valuable it is to be able to eliminate incorrect answers and make an educated guess, but there are two things that many test takers do that cause them to miss out on the benefits of guessing:

- Accidentally eliminating the correct answer
- Selecting an answer based on an impression

We'll look at the first one here, and the second one in the next section.



To avoid accidentally eliminating the correct answer, we recommend a thought exercise called **the \$5 challenge**. In this challenge, you only eliminate an answer choice from contention if you are willing to bet \$5 on it being wrong. Why \$5? Five dollars is a small but not insignificant amount of money. It's an amount you could afford to lose but wouldn't want to throw away. And while losing \$5 once might not hurt too much, doing it twenty times will set you back \$100. In the same way, each small decision you make—eliminating a choice here, guessing on a question there—won't by itself impact your score very much, but when you put them all together, they can make a big difference. By holding each answer choice elimination decision to a higher standard, you can reduce the risk of accidentally eliminating the correct answer.

The \$5 challenge can also be applied in a positive sense: If you are willing to bet \$5 that an answer choice *is* correct, go ahead and mark it as correct.

Summary: Only eliminate an answer choice if you are willing to bet \$5 that it is wrong.

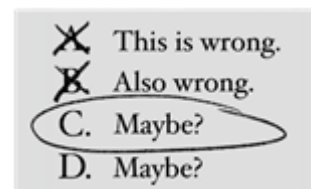
Which Answer to Choose

You're taking the test. You've run into a hard question and decided you'll have to guess. You've eliminated all the answer choices you're willing to bet \$5 on. Now you have to pick an answer. Why do we even need to talk about this? Why can't you just pick whichever one you feel like when the time comes?

The answer to these questions is that if you don't come into the test with a plan, you'll rely on your impression to select an answer choice, and if you do that, you risk falling into a trap. The test writers know that everyone who takes their test will be guessing on some of the questions, so they intentionally write wrong answer choices to seem plausible. You still have to pick an answer though, and if the wrong answer choices are designed to look right, how can you ever be sure that you're not falling for their trap? The best solution we've found to this dilemma is to take the decision out of your hands entirely. Here is the process we recommend:

Once you've eliminated any choices that you are confident (willing to bet \$5) are wrong, select the first remaining choice as your answer.

Whether you choose to select the first remaining choice, the second, or the last, the important thing is that you use some preselected standard. Using this approach guarantees that you will not be enticed into selecting an answer choice that looks right, because you are not basing your decision on how the answer choices look.



This is not meant to make you question your knowledge. Instead, it is to help you recognize the difference between your knowledge and your impressions. There's a huge difference between thinking an answer is

right because of what you know, and thinking an answer is right because it looks or sounds like it should be right.

Summary: To ensure that your selection is appropriately random, make a predetermined selection from among all answer choices you have not eliminated.

Test-Taking Strategies

This section contains a list of test-taking strategies that you may find helpful as you work through the test. By taking what you know and applying logical thought, you can maximize your chances of answering any question correctly!

It is very important to realize that every question is different and every person is different: no single strategy will work on every question, and no single strategy will work for every person. That's why we've included all of them here, so you can try them out and determine which ones work best for different types of questions and which ones work best for you.

Question Strategies

☑ READ CAREFULLY

Read the question and the answer choices carefully. Don't miss the question because you misread the terms. You have plenty of time to read each question thoroughly and make sure you understand what is being asked. Yet a happy medium must be attained, so don't waste too much time. You must read carefully and efficiently.

☑ CONTEXTUAL CLUES

Look for contextual clues. If the question includes a word you are not familiar with, look at the immediate context for some indication of what the word might mean. Contextual clues can often give you all the information you need to decipher the meaning of an unfamiliar word. Even if you can't determine the meaning, you may be able to narrow down the possibilities enough to make a solid guess at the answer to the question.

☑ PREFIXES

If you're having trouble with a word in the question or answer choices, try dissecting it. Take advantage of every clue that the word might include. Prefixes can be a huge help. Usually, they allow you to

determine a basic meaning. *Pre-* means before, *post-* means after, *pro-* is positive, *de-* is negative. From prefixes, you can get an idea of the general meaning of the word and try to put it into context.

☞ HEDGE WORDS

Watch out for critical hedge words, such as *likely*, *may*, *can*, *sometimes*, *often*, *almost*, *mostly*, *usually*, *generally*, *rarely*, and *sometimes*. Question writers insert these hedge phrases to cover every possibility. Often an answer choice will be wrong simply because it leaves no room for exception. Be on guard for answer choices that have definitive words such as *exactly* and *always*.

☞ SWITCHBACK WORDS

Stay alert for *switchbacks*. These are the words and phrases frequently used to alert you to shifts in thought. The most common switchback words are *but*, *although*, and *however*. Others include *nevertheless*, *on the other hand*, *even though*, *while*, *in spite of*, *despite*, and *regardless of*. Switchback words are important to catch because they can change the direction of the question or an answer choice.

☞ FACE VALUE

When in doubt, use common sense. Accept the situation in the problem at face value. Don't read too much into it. These problems will not require you to make wild assumptions. If you have to go beyond creativity and warp time or space in order to have an answer choice fit the question, then you should move on and consider the other answer choices. These are normal problems rooted in reality. The applicable relationship or explanation may not be readily apparent, but it is there for you to figure out. Use your common sense to interpret anything that isn't clear.

Answer Choice Strategies

☞ ANSWER SELECTION

The most thorough way to pick an answer choice is to identify and eliminate wrong answers until only one is left, then confirm it is the

correct answer. Sometimes an answer choice may immediately seem right, but be careful. The test writers will usually put more than one reasonable answer choice on each question, so take a second to read all of them and make sure that the other choices are not equally obvious. As long as you have time left, it is better to read every answer choice than to pick the first one that looks right without checking the others.

☞ ANSWER CHOICE FAMILIES

An answer choice family consists of two (in rare cases, three) answer choices that are very similar in construction and cannot all be true at the same time. If you see two answer choices that are direct opposites or parallels, one of them is usually the correct answer. For instance, if one answer choice says that quantity x increases and another either says that quantity x decreases (opposite) or says that quantity y increases (parallel), then those answer choices would fall into the same family. An answer choice that doesn't match the construction of the answer choice family is more likely to be incorrect. Most questions will not have answer choice families, but when they do appear, you should be prepared to recognize them.

☞ ELIMINATE ANSWERS

Eliminate answer choices as soon as you realize they are wrong, but make sure you consider all possibilities. If you are eliminating answer choices and realize that the last one you are left with is also wrong, don't panic. Start over and consider each choice again. There may be something you missed the first time that you will realize on the second pass.

☞ AVOID FACT TRAPS

Don't be distracted by an answer choice that is factually true but doesn't answer the question. You are looking for the choice that answers the question. Stay focused on what the question is asking for so you don't accidentally pick an answer that is true but incorrect. Always go back to the question and make sure the answer choice you've selected actually answers the question and is not merely a true statement.

☑ EXTREME STATEMENTS

In general, you should avoid answers that put forth extreme actions as standard practice or proclaim controversial ideas as established fact. An answer choice that states the “process should be used in certain situations, if...” is much more likely to be correct than one that states the “process should be discontinued completely.” The first is a calm rational statement and doesn’t even make a definitive, uncompromising stance, using a hedge word *if* to provide wiggle room, whereas the second choice is far more extreme.

☑ BENCHMARK

As you read through the answer choices and you come across one that seems to answer the question well, mentally select that answer choice. This is not your final answer, but it’s the one that will help you evaluate the other answer choices. The one that you selected is your benchmark or standard for judging each of the other answer choices. Every other answer choice must be compared to your benchmark. That choice is correct until proven otherwise by another answer choice beating it. If you find a better answer, then that one becomes your new benchmark. Once you’ve decided that no other choice answers the question as well as your benchmark, you have your final answer.

☑ PREDICT THE ANSWER

Before you even start looking at the answer choices, it is often best to try to predict the answer. When you come up with the answer on your own, it is easier to avoid distractions and traps because you will know exactly what to look for. The right answer choice is unlikely to be word-for-word what you came up with, but it should be a close match. Even if you are confident that you have the right answer, you should still take the time to read each option before moving on.

General Strategies

☑ TOUGH QUESTIONS

If you are stumped on a problem or it appears too hard or too difficult, don't waste time. Move on! Remember though, if you can quickly check for obviously incorrect answer choices, your chances of guessing correctly are greatly improved. Before you completely give up, at least try to knock out a couple of possible answers. Eliminate what you can and then guess at the remaining answer choices before moving on.

☑ CHECK YOUR WORK

Since you will probably not know every term listed and the answer to every question, it is important that you get credit for the ones that you do know. Don't miss any questions through careless mistakes. If at all possible, try to take a second to look back over your answer selection and make sure you've selected the correct answer choice and haven't made a costly careless mistake (such as marking an answer choice that you didn't mean to mark). This quick double check should more than pay for itself in caught mistakes for the time it costs.

☑ PACE YOURSELF

It's easy to be overwhelmed when you're looking at a page full of questions; your mind is confused and full of random thoughts, and the clock is ticking down faster than you would like. Calm down and maintain the pace that you have set for yourself. Especially as you get down to the last few minutes of the test, don't let the small numbers on the clock make you panic. As long as you are on track by monitoring your pace, you are guaranteed to have time for each question.

☑ DON'T RUSH

It is very easy to make errors when you are in a hurry. Maintaining a fast pace in answering questions is pointless if it makes you miss questions that you would have gotten right otherwise. Test writers like to include distracting information and wrong answers that seem right. Taking a little extra time to avoid careless mistakes can make all the

difference in your test score. Find a pace that allows you to be confident in the answers that you select.

☑ KEEP MOVING

Panicking will not help you pass the test, so do your best to stay calm and keep moving. Taking deep breaths and going through the answer elimination steps you practiced can help to break through a stress barrier and keep your pace.

Alternative Item Types (New on TEAS 7)

ATI has introduced four new question types on the TEAS 7. Some of them will require a slightly different approach than the standard multiple-choice questions. Note that these new question types will only appear on the computer-based version of the test. If you're taking the TEAS on paper, you shouldn't expect to see anything but standard multiple-choice questions.

☑ NUMERIC ENTRY

On numeric entry questions, you will not be provided with answer options to choose from. Instead, you will have to solve the question and supply a number for your answer. For obvious reasons, these questions will appear primarily in the Math and Science sections. There are no real shortcuts available on these. You simply have to calculate the correct answer, round it if necessary (the question will specify the decimal place you must round to), and type it in.

☑ MULTIPLE CORRECT ANSWER (SELECT ALL THAT APPLY)

On these questions, you will be presented with 4-6 possible answer options and asked to select all of the correct answers from the list. What makes these question tricky is that there is no partial credit. If you select only some of the correct answers, it's counted wrong. If you select all of the correct answers plus one incorrect answer, it's counted wrong. The best way to approach these questions is to evaluate each option individually. Treat each one as its own true/false question and decide if it is correct based on the criteria given in the question.

☑ ORDERING

For ordering questions, you will be provided with a list of things and asked to place them into a designated order. This may be a numerical order (least to greatest), a locational order (distal to proximal), a sequential order (steps in a process), or some other defined order. The approach to take with these questions depends heavily on which type of order is involved. The simplest type is the numerical order. For these, the process is to convert each number into a common form (e.g., convert all to decimals or all to fractions) so their values can be easily compared. For most types of ordering though, there are not any well-defined processes for solving. Just make sure you understand what the question is asking for, and then reason through the placement of each item in the sequence.

☑ HOT SPOT

Hot spot questions will present you with an image and ask you to click on the part of the image that is specified in the question. This is not as open-ended as it might sound though, because there will be a limited number of areas on the image highlighted as options for you to select. Functionally, these are nothing more than standard multiple-choice questions, so they can be treated in much the same way. If you know exactly what the answer is, you can just go ahead and select it. If you're not sure, you can rule out answer choices and make an educated guess.

Final Notes

The combination of a solid foundation of content knowledge and the confidence that comes from practicing your plan for applying that knowledge is the key to maximizing your performance on test day. As your foundation of content knowledge is built up and strengthened, you'll find that the strategies included in this chapter become more and more effective in helping you quickly sift through the distractions and traps of the test to isolate the correct answer.

Now that you're preparing to move forward into the test content chapters of this book, be sure to keep your goal in mind. As you read,

think about how you will be able to apply this information on the test. If you've already seen sample questions for the test and you have an idea of the question format and style, try to come up with questions of your own that you can answer based on what you're reading. This will give you valuable practice applying your knowledge in the same ways you can expect to on test day.

Good luck and good studying!

Four-Week TEAS Study Plan

On the next four pages, we've provided an optional study plan to help you use this study guide to its fullest potential over the course of four weeks. If you only have two weeks to study before your exam, you can double up this four-week timeline, completing two weeks' worth of studying each week. If you have eight weeks available and want to spread it out more, spend two weeks on each section of the plan.

Below is a quick summary of the subjects covered in each week of the plan.

- Week 1: Reading
- Week 2: Mathematics
- Week 3: Science*
- Week 4: English and Language Usage

Please note that not all subjects will take the same amount of time to work through.

*The science chapter in particular is very long, and the content is complex. If science is not a strong subject for you, it may take a long time to read through and absorb all the information that is presented, so make sure to plan enough time for it that week.

Two full-length practice tests are printed in this study guide, and you can access four more practice tests by scanning the QR code to the right or following this link on your computer or mobile device:

mometrix.com/bonus948/teas7

We recommend saving the four additional practice tests for after you've completed the study plan. Take these last four practice tests timed and without any reference materials in the week or two before the real thing to get yourself in the mode of answering questions at a good pace.



Week 1: Reading

INSTRUCTIONAL CONTENT

First, read carefully through the Reading chapter in this book, checking off your progress as you go:

- ☐ Key Ideas and Details
- ☐ Craft and Structure
- ☐ Integration of Knowledge and Ideas

As you read, do the following:

- Highlight any areas you think are important
- Draw an asterisk (*) next to any areas you are struggling with
- Watch the review videos to gain more understanding of a particular topic
- Take notes in your notebook or in the margins of this book

After you've read through everything, go back and review any sections that you highlighted or that you drew an asterisk next to, referencing your notes along the way.

PRACTICE TEST #1



Now that you've read over the instructional content, it's time to take a practice test. Complete the Reading section of Practice Test #1. Take this test with **no time constraints**, and feel free to reference the applicable sections of this guide as you go. Once you've

finished, check your answers against the provided answer key. For any questions you answered incorrectly, review the answer rationale, and then **go back and review** the applicable sections of the book. The goal in this stage is to understand why you answered the question incorrectly, and make sure that the next time you see a similar question, you will get it right.

PRACTICE TEST #2

Next, take the Reading section of Practice Test #2. This time, give yourself **55 minutes** (the amount of time you will have on the real TEAS) to complete all 45 questions. You should again feel free to reference the guide and your notes, but be mindful of the clock. If you run out of time before you finish all 45 questions, mark where you were when time expired, but go ahead and finish taking the practice test. Once you've finished, check your answers against the provided answer key, and as before, review the answer rationale for any that you answered incorrectly and go back and review the associated instructional content. Your goal is still to increase understanding of the content but also to get used to the time constraints you will face on the test.

Week 2: Mathematics

INSTRUCTIONAL CONTENT

First, read carefully through the Mathematics chapter in this book, checking off your progress as you go:

- ☐ Numbers
- ☐ Operations
- ☐ Rational Numbers
- ☐ Proportions and Ratios
- ☐ Expressions, Equations, and Inequalities
- ☐ Measurement Principles
- ☐ Units of Measurement
- ☐ Geometric Quantities
- ☐ Statistics
- ☐ Displaying Information

As you read, do the following:

- Highlight any sections, tables, formulas, etc. you think are important
- Draw an asterisk (*) next to any areas you are struggling with
- Work through the practice problems at the end of each section
- Watch the review videos to gain more understanding of a particular topic
- Take notes in your notebook or in the margins of this book

After you've read through everything, go back and review any sections that you highlighted or that you drew an asterisk next to, referencing your notes along the way.

PRACTICE TEST #1



Now that you've read over the instructional content, it's time to take a practice test. Complete the Mathematics section of Practice Test #1. Take this test with **no time constraints**, and feel free to reference the applicable sections of this guide as you go.

Once you've finished, check your answers against the provided answer key. For any questions you answered incorrectly, review the answer rationale, and then **go back and review** the applicable sections of the book. The goal in this stage is to understand why you answered the question incorrectly, and make sure that the next time you see a similar question, you will get it right.

PRACTICE TEST #2

Next, take the Mathematics section of Practice Test #2. This time, give yourself 57 minutes (the amount of time you will have on the real TEAS) to complete all 38 questions. You should again feel free to reference the guide and your notes, but be mindful of the clock. If you run out of time before you finish all 38 questions, mark where you were when time expired, but go ahead and finish taking the practice test. Once you've finished, check your answers against the provided answer key, and as before, review the answer rationale for any that you answered incorrectly and then go back and review the associated instructional content. Your goal is still to increase understanding of the content but also to get used to the time constraints you will face on the test.

Week 3: Science

NOTE: This section contains especially complex material that may require extra studying time.

INSTRUCTIONAL CONTENT

First, read carefully through the Science chapter in this book, checking off your progress as you go:

- ☐ General Anatomy and Physiology
- ☐ Respiratory System
- ☐ Cardiovascular System
- ☐ Gastrointestinal System
- ☐ Nervous System
- ☐ Muscular System
- ☐ Reproductive System
- ☐ Integumentary System
- ☐ Endocrine System
- ☐ Urinary System
- ☐ Immune System
- ☐ Skeletal System
- ☐ Cells
- ☐ Genetic Material
- ☐ Genetic Inheritance
- ☐ Macromolecules
- ☐ Microorganisms and Disease
- ☐ Basic Atomic Structure
- ☐ States of Matter
- ☐ Overview of Chemical Reactions
- ☐ Rate of Reaction
- ☐ Solutions
- ☐ Acid and Base Chemistry
- ☐ Scientific Reasoning

As you read, do the following:

- Highlight any important sections, diagrams, or terms
- Draw an asterisk (*) next to any difficult areas
- Watch the review videos to gain more understanding
- Take notes in your notebook or in the margins of this book



After you've read through everything, go back and review any sections that you highlighted or that you drew an asterisk next to, referencing your notes along the way.

PRACTICE TEST #1

Now that you've read over the instructional content, it's time to take a practice test. Complete the Science section of Practice Test #1. Take this test with **no time constraints**, and feel free to reference the applicable sections of this guide as you go. Once you've finished, check your answers against the provided answer key. For any questions you answered incorrectly, review the answer rationale, and then **go back and review** the applicable sections of the book. The goal in this stage is to understand why you answered the question incorrectly, and make sure that the next time you see a similar question, you will get it right.

PRACTICE TEST #2

Next, take the Science section of Practice Test #2. This time, give yourself 60 minutes (the amount of time you will have on the real TEAS) to complete all 50 questions. You should again feel free to reference the guide and your notes, but be mindful of the clock. If you run out of time before you finish all 50 questions, mark where you were when time expired, but go ahead and finish taking the practice test.

Once you've finished, check your answers against the provided answer key, and as before, review the answer rationale for any that you answered incorrectly and then go back and review the associated instructional content. Your goal is still to increase understanding of the content but also to get used to the time constraints you will face on the test.

Week 4: English and Language Usage

INSTRUCTIONAL CONTENT

First, read carefully through the English and Language Usage chapter in this book, checking off your progress as you go:

- ☐ Conventions of Standard English: Spelling
- ☐ Conventions of Standard English: Punctuation
- ☐ Conventions of Standard English: Grammar
- ☐ Conventions of Standard English: Sentence Structure
- ☐ Knowledge of Language
- ☐ Using Language and Vocabulary to Express Ideas in Writing

As you read, do the following:

- Highlight any sections, tables, vocabulary words, etc. you think are important
- Draw an asterisk (*) next to any areas you are struggling with
- Watch the review videos to gain more understanding of a particular topic
- Take notes in your notebook or in the margins of this book

After you've read through everything, go back and review any sections that you highlighted or that you drew an asterisk next to, referencing your notes along the way.

PRACTICE TEST #1



Now that you've read over the instructional content, it's time to take a practice test. Complete the English and Language Usage section of Practice Test #1. Take this test with **no time constraints**, and feel free to reference the applicable sections of this guide as you go. Once you've finished, check your answers against the provided answer key. For any questions you answered incorrectly, review the answer rationale, and then **go back and review** the applicable sections of the book. The goal in this stage is to understand why you answered the question incorrectly, and make sure that the next time you see a similar question, you will get it right.

PRACTICE TEST #2

Next, take the English and Language Usage section of Practice Test #2. This time, give yourself 37 minutes (the amount of time you will have on the real TEAS) to complete all 37 questions. You should again feel free to reference the guide and your notes, but be mindful of the clock. If you run out of time before you finish all 37 questions, mark where you were when time expired, but go ahead and finish taking the practice test. Once you've finished, check your answers against the provided answer key, and as before, review the answer rationale for any that you answered incorrectly and then go back and review the associated instructional content. Your goal is still to increase understanding of the content but also to get used to the time constraints you will face on the test.

About the TEAS Test

This study guide includes comprehensive review sections on each of the four TEAS test sections. Following those review sections, you will find two complete TEAS practice tests printed in the guide, and a link where you can find an **additional four practice tests** in online interactive format.

Below is a breakdown of the four sections on the exam, including the subcategories, how many questions are in each section, and how much time will be allotted for you to complete that section. Each section of the test contains more questions for you to answer than will actually be scored. Those extra questions are being evaluated by the test makers for future use.

Content Areas	Time	Test Items	% of Test	Scored Items
Reading	55 min	45	26%	39
Key Ideas and Details				15
Craft and Structure				9
Integration of Knowledge and Ideas				15
Mathematics	57 min	38	23%	34
Numbers and Algebra				18
Measurement and Data				16
Science	60 min	50	29%	44
Human Anatomy and Physiology				18
Biology				9
Chemistry				8

Content Areas	Time	Test Items	% of Test	Scored Items
Scientific Reasoning				9
English and Language Usage	37 min	37	22%	33
Conventions of Standard English				12
Knowledge of Language				11
Using Language and Vocabulary to Express Ideas in Writing				10
Total	209 min	170	100%	150

Reading

Key Ideas and Details

SUMMARIZING A MULTI-PARAGRAPH TEXT

SUMMARIES

Summarizing information you have read in a paragraph or passage format can be quite helpful. This process is similar to creating an effective outline. First, a summary should accurately define the main idea of the passage, though the summary does not need to explain this main idea in exhaustive detail. The summary should continue by laying out the most important supporting details or arguments from the passage. All of the significant supporting details should be included, and none of the details included should be irrelevant or insignificant to the text's overall meaning. Also, the summary should accurately report all of these details. Too often, the desire for brevity in a summary leads to the sacrifice of clarity or accuracy. Summaries are often difficult to read because they omit all of the graceful language, digressions, and asides that distinguish great writing. However, an effective summary should communicate the same overall message as the original text.

TOPICS AND MAIN IDEAS

One of the most important skills in reading comprehension is the identification of **topics** and **main ideas**. There is a subtle difference between these two features. The topic is the **subject** of a text, or what the text is about. The main idea, on the other hand, is the **most important point** being made by the author. The topic is usually expressed in a few words at the most, while the main idea often needs a full sentence to be completely defined. As an example, a short passage might have the topic of penguins and the main idea *Penguins are different from other birds in many ways*. In most nonfiction writing, the topic and the main idea will be stated directly, often in a sentence at the very beginning or end of the text. When being tested on an understanding of the author's topic, the reader can quickly *skim* the

passage for the general idea, stopping to read only the first sentence of each paragraph. A paragraph's first sentence is often (but not always) the main topic sentence, and it gives the reader a summary of the content of the paragraph.

However, there are cases in which the reader must figure out an **unstated** topic or main idea. In these instances, the reader must read every sentence of the text and try to come up with an overarching idea that is supported by each of those sentences.

Review Video: Topics and Main Ideas

Visit mometrix.com/academy and enter code: 407801

SUPPORTING DETAILS

Supporting details, also called key points, provide **evidence** and backing for the main point. In order to show that a main idea is correct, or valid, the author needs to add details that prove their point. All texts contain details, but they are only classified as supporting details when they serve to reinforce some larger point. Supporting details are most commonly found in **informative** and **persuasive** texts. In some cases, they will be clearly indicated with words like *for example* or *for instance*, or they will be enumerated with words like *first*, *second*, and *last*. However, they may not be indicated with special words. As a reader, it is important to consider whether the author's supporting details really back up his or her **main point**. Supporting details can be factual and correct but still not relevant to the author's point. Conversely, supporting details can seem pertinent but be ineffective because they are based on opinion or assertions that cannot be proven.

Review Video: Supporting Details

Visit mometrix.com/academy and enter code: 396297

TOPIC AND SUMMARY SENTENCES

Topic and summary sentences are a convenient way to encapsulate the **main idea** of a text. In some textbooks and academic articles, the author will place a **topic** or **summary sentence** at the beginning of each