

Tips for Taking the Test of Essential Academic Skills (TEAS)

Pre-exam Preparation

- ✓ Review computer use (must know how to use a mouse).
- ✓ Review any supplementary study materials (i.e.-software, basic texts, online resources, high school course [S.O.L.] review books).
- ✓ Practice taking timed tests.
- ✓ Know the location where the exam will be given.
- ✓ Create an account at www.atitesting.com by following the instructions at: <http://www.nvcc.edu/home/kodige/How%20to%20Create%20a%20Student%20Account.pdf>.
- ✓ *You will pay for the test **prior** to arriving at the Testing Center per the instructions at: <https://goo.gl/forms/dHxrMdKkGeUxgtRI2>

Prior to the Exam

- ✓ Get plenty of rest, and be sure to eat something before the test. The test lasts approximately 3 hours for three sections and 4 hours for four sections.
- ✓ Arrive early at the testing location to avoid the pressure of feeling rushed.
- ✓ Silently rehearse facts, formulas, and ideas previously studied. This is an excellent “warm-up” for the brain.
- ✓ Listen to *all* directions from the proctor. Ask questions if you are unclear about anything.

During the Exam

- ✓ Read and follow all directions *carefully*.
- ✓ While you are waiting for the exam to be set up on the PC, write down any necessary information such as formulas, mnemonics, definitions, conversions, etc., on the scrap paper provided at your testing workstation.
- ✓ Ask for scrap paper if you used up what you were given.
- ✓ The exam is formatted so that you can skip the current question and come back to it later provided it is *within the same section*. If a question takes too long, skip it and come back to it later.
- ✓ If you must guess, make an educated guess.
- ✓ Know strategies that work for you and *use* them.

Continue to study, be prepared, and you will do well!

** Per VCCS IT policy, staff members are prohibited from directing students to make payments using college computers.*

TEST OF ESSENTIAL ACADEMIC SKILLS BREAKDOWN ATI TEAS

<i>Section</i>	<i>Items</i>	<i>Time</i>	<i>Content</i>	<i>Percentage of test</i>
Reading	53 Items	64 min.	<ul style="list-style-type: none"> • Key ideas and details • Craft and structure • Integration of knowledge and ideas 	31%
Mathematics	36 Items	54 min.	<ul style="list-style-type: none"> • Numbers and algebra • Measurements and data 	22%
Science	53 Items	63 min.	<ul style="list-style-type: none"> • Human anatomy and physiology • Life and physical sciences • Scientific reasoning 	31%
English	28 Items	28 min.	<ul style="list-style-type: none"> • Conventions of standard English • Knowledge of language • Vocabulary acquisition 	16%
TOTALS	170 Items	209 Minutes	Arrive at the testing Center **3 to 4 hours before closing. The exam is not administered on Saturdays.	

**** (3) hours for 3 sections and (4) hours for 4 sections**

*The entire exam must be taken in **one sitting**.*

(Exception: retakes of sections to improve performance)

***NOTE:** Be sure to verify what sections that you are required to test for your program of interest; not all programs require the same sections. If you plan to apply to more than one program, we recommend you take the entire exam.

Source: www.atitesting.com

Miscellaneous information to assist with test preparation:

ATI TEAS Study Guide

- Available at the Medical Education (MEC) Bookstore (Call to check first!)
Room 117 Phone: 703-922-2841
- Available at www.atitesting.com or 1-800- 667- 7531
- Copies are available at all NOVA libraries (limited number of copies; call to check first).
 - ✓ The MEC Library now have TEAS Flashcards available for checkout!

Helpful websites:

Practice TEAS tests and review:

www.uniontestprep.com/teas - FREE

www.testprepreview.com/teas_practice.htm - FREE

www.mometrix.com/academy/teas-test/ - FREE

[Learning Express Library \(PrepSTEP\)](#) - FREE

- Practice exams and lessons in reading comprehension, science, English, and math. Explains answers on scored tests. (*Directions to access Learning Express Library are on the next page.*)

www.testprepreview.com/nursing_practice.htm - Excellent Nursing pre-admissions test review resource. Some practice items are free. **There is a cost to the practice test.**

www.atitesting.com - Create your username and password here for online practice tests. **There is a cost to the practice test.**

Videos focusing on each of the TEAS areas: (They all are an hour+ long and FREE!)

www.mometrix.com/academy/teas-reading/

www.mometrix.com/academy/teas-english-and-language-usage/

www.mometrix.com/academy/teas-mathematics/

www.mometrix.com/academy/teas-science/

Reading skills

www.readtheory.org/ -FREE pre-assessment and then short readings with comprehension questions. As you progress, it will adjust the reading level (higher or lower).

www.criticalreading.com - FREE articles about critical reading, inferences, and grammar.

English language and usage skills

www.grammarbook.com/ - FREE grammar lessons, quizzes, and practice.

Science and Math Skills

www.khanacademy.org/ - **FREE** practice and instructional videos on a variety of subjects in math and science.

www.nursingabc.com/Drug_Converter/index.html -**FREE** tutorials for drug dosage calculations.

www.math-drills.com - Website designed for K-12 teachers. **FREE** math worksheets with answers.

www.purplemath.com - Lessons on algebra and basic math. Click on “Lessons Index” or type subject in the search box. There is a “TEAS VI (**ATI TEAS** is the actual name of the test.) Math” prep class for a fee. **It is not free.**

www.sosmath.com/algebra/algebra.html - Check out the sections on fractions and units of conversion (linear measure only). These sections include explanations and practice exercises with answers.

You can also access a number of test preparation websites from our tutoring website at www.nvcc.edu/medical/tutoring and on the left side click on the link **Resources**.

LEARNING EXPRESS LIBRARY (PrepSTEP) ACCESS INSTRUCTION FOR STUDENTS

1. Go to the link: www.nvcc.edu/medical/tutoring/.
2. Click on “**Resources**” in the upper left corner.
3. Click on “**Test Preparation**”.
4. Click on “**Learning Express Library (PrepSTEP)**”. Sign in using your student email: *xxx@email.vccs.edu*. You will have to register and create an account if you do not already have one.
5. In the “*search bar*”, type in the *specific* topic you want to study or explore the different options on the page (e.g. reading, math, writing skills, or entrance exams preparation).
6. You can use the Learning Express Library ([PrepSTEP](#)) to study for placement tests, *pre-admission tests like **TEAS**, HESi A2, occupation/certifications and more.

*This is **free** to you because you are a NOVA student, so use it as often as you need to, and whenever you want/need!*

If you have followed all these instructions and still cannot log in, contact the IT Help Desk, **703-426-4141** or ithelpdesk@nvcc.edu for assistance. For more information on student email, consult the IT Help Desk at www.nvcc.edu/ithd/students/email/.

Vocabulary Improvement through Word Roots, Prefixes, and Suffixes*

Adult learners of English often don't have enough time to learn the vocabulary by the conventional methods of reading and listening. A way to exponentially increase vocabulary is through the use of roots, prefixes, and suffixes. For example, look at the word *conduction*: it is made up of the prefix *con* (together, with, joint, or jointly), the root word *duc* (lead or bring), and the suffix *tion* (state, quality, or act of). By integrating the meaning of the three parts of the word, one can figure out the meaning which is the act of leading or bringing with or together. Change the prefix to *in* (in, into, within) and the meaning changes to the act of leading or bringing in. The possibilities are endless for vocabulary expansion. The following list of high frequency prefixes, roots, and suffixes will be helpful.

Root Words

Root	Definition	Example
Ann, enn	Year	Perennial
Aqua	Water	Aquatic
Astro, aster	Star, outer space	Astronaut
Audi	Hear, sound	Audition, audio
Bio	Life, living organisms	biological
Capit	Head	Capitol
Chron	Time	Chronic
Cosm	World	Cosmic
Cred	Believe	Incredulous
Cur, course	Run	Cursory
Demo	People	Demonstrate, democracy
Dict	Speak	Diction, dictionary
Duc	Lead, bring	Induction
Flect, flex	Bend, contract	Flexible
Frater	Brother	Fraternize, fraternity
Gen	Race, birth, kind	Genocide
Geo	Earth	Geology
Gram, graph	Write	Grammar
Gress, grad	Step	Regress, gradual
Hydr	Water	Hydrate
Jac, ject	Throw	Eject
Manu	Hand	Manual
Mar	Sea	Marina
Mater	mother	Maternal, <i>alma mater</i>
Min	Little, less	Minimal
Mit, miss	Send	Remit, submit
Mort	Death	Mortal, mortuary
Naut	Sail	Nautical, nautilus
Neuro	Nerve	Neurological
Nomin, nomen	Name	Nominal, nominate
Pater	Father	Paternity
Path	Feeling, disease, suffering	Sociopath, pathology
Ped, pod, pus	Foot	Pedestrian, cephalopod
Root	Definition	Example
Pend	Weigh, hang	Pending, pendulum

Phil	Love	Philanderer, philanthropist
Phon	Sound	Phonics, telephone
Phot, phos	Light	Phosphorous, photograph
Poly	Many	Polygamy, polyglot
Port	Carry	Import, portage
Pon, pos	Put, place	Position, impose
Psych	Mind	Psychotic, psychology
Reg, rect	Rule, right, direct	Rectify, regulate
Rupt	Break	Corrupt, rupture
Scop	Look	Scope, microscope
Scrib, script	Write	Scribble, scribe
Sens, sent	Feel	Sentiment, sensitive
Spec, spic	Look	Speculate, spectacle
Tend, tens, tent	Extend, stretch	Tendency, pretend
Therm	Heat	Thermal, thermometer
Typ	Impression, image	Typewriter, typical
Ven	Come	Intervene, venerate
Vid, vis	See	Visual, video
Vita, viv	Life	Vivacious, vitamin
Voc, voke	Call	Evoke, vocal

Prefixes

Prefix	Definition	Example
a-,an-	Not, without	Asocial
Ab-	Away from	Abstract
Ante-	In front of, before	Antecedent
Anti-	Opposite, against	Antioxidant
Auto-	Self	Automated
Bene-	Good, well	Beneficial
Bi-	Two	Biceps
Circum-	Around	Circumvent
Co-, con, col, cor-	With, together, jointly	Conduct
Contra-counter-	Opposite, against	Contraindicated
De-	Away, down, not	Dethrone
Dys-	Bad, abnormal	Dysfunction
e-, ex-	Away, out	Exhaust
Extra-	Beyond, outside	Extracurricular
Hetero-	Other, different	Heterogeneous
Homo-	Same	Homonym
Hyper-	Above	Hyperventilate
Hypo-	Under	Hypoglycemia
Il-, in-, im-, ir-	Not, in, into, within	Irresponsible
Inter-	Between	Intercollegiate
Intra-	Within	Intramural
Mal-	Bad, ill wrong	Maladaptive

Prefix	Definition	Example
Micro-	Small	Microfiche
Mis-	Bad, badly	Mistake
Mono-	One, alone	Monologue
Non-	Not	Nonessential
Peri-	Around	Periscope
Poly-	Many	Polymorphous
Post	After	Postgraduate
Pre-	Before	Prenuptial
Pro-	Before, forward	Prognosis
Re-	Back, again	Remove
Retro-	Backward, back	Retrospective
Se-	Apart	Secession
Semi-	Half	Semiconductor
Sub-, suc-, suf-, sug-	Below, under, beneath	Subterranean
Super-, sur-	Over, above, upon	Surcharge
Syn-, syl-, sym-, sys-	Together, with	Symmetry
Tele-	Distant, distance	Televise
Trans-	Across, beyond, on the other side	Transatlantic
Ultra-, outr-	Excessive, beyond	Outrageous
Un-	Not	Unsanctioned
Uni-	One, single	Unity
Vice-	In place of	Viceroy

Suffixes

Suffix – Adjectives	Definition	Example
-able, -ible	Capable of, worthy of	Invisible
-ac, -al, -an, -ar, -ative, -en, -ent, -ic, -ish, -ive, -ose, -ous, -ious	Of, like, relating to, being	Renal, pensive, grandiose
-ful	Having, resembling, able to	Bountiful
-less	Without, lacking	Penniless
-ly	Having the quality of	Womanly

Suffix – Adverbs	Definition	Example
-ly	In the manner of, at a specified interval of time	Extraneously
-ward(s)	In a specified direction	Leeward
-wise	In the manner or direction of	Clockwise
Suffix – Nouns	Definition	Example
-an, -ian	Of, relating to, resembling	American
-ant, -ent, -ar, -ary, -eer, -er, -ess, -ist, -or	One who, that which	Savant, mentor, biologist
-ance, -ence	State or condition, act, quality	Parlance, elegance

Suffix – Nouns	Definition	Example
-ancy, -ency	State of, condition	Infancy
-ary, -arium, -ory, -orium	Place or device containing or associated with	Auditorium, planetarium
-cide	Kill	Fratricide, homicide
-hood, -ness	State, quality of, condition	Neighborhood
-ion, -tion, -ity	State, quality of, state of	Rendition, purity
-ism	Quality, doctrine, theory, system	Capitalism
-logy, -ology	Discourse, study (of)	Psychology, biology
-ment	Act, state	Statement, comment
-ship	State, quality, condition	Relationship, ownership

Suffix – Verbs	Definition	Example
-ate, -ify	Make, act, cause to become	Vilify, delineate
-en	Make, become, cause to have	Quicken
-ise, ize	Cause to be, make, act	Customize

Other Methods of Learning Vocabulary

- 1) Using context clues – be cautious in that it is possible to miss the exact meaning of the word when using this method; nevertheless, in reading, the exact meaning is often not necessary, *unless it is a key word*.
- 2) Being in touch with the media and attending social gatherings where language can be heard and spoken.
- 3) Using new vocabulary as much and as quickly as possible after a new word is learned.
- 4) While reading, using the dictionary for key words (don't forget Spellcheck, Grammarcheck, and the thesaurus on the computer).
- 5) Be aware of figures of speech and when and where they are used – songs and cartoons as well as television shows are good sources.

Sources:

- *American Heritage College Dictionary*. 5th ed. 2012.
- Claiborne, Robert. *The Roots of English: A Reader's Handbook of Work Origins*. New York: Times Books-Random House. 1989.
- Smith, Robert W.L. *Dictionary of English word-roots*. Totowa, New Jersey: Littlefield, Adams & Co.

*Originally created by Jane Desnouee for *The Center for Writing, Math, and Study Skills at Lehigh University, Lehigh, PA, 1999*.