

Career Employer

TEAS Cheat Sheet

READING

Ideas and key details

Let's start with text summarization.

- **Topic:** Work out what the topic of the text is by asking, "What or who am I reading about here?"
- **Main idea:** Work out the thesis (or main idea) that the writer is trying to convey by asking, "When it comes to this topic, what is it that the writer thinks is important?"
- **Topic sentence:** Here you will find the main idea, and this is usually found at the beginning of the sentence.
- **Key points:** Supporting details of key points help to develop the main idea. There's an easy way to find them too. Simply ask these six questions: "Who, what, when, where, why, and how?"
- **Summary:** Here the main idea will be briefly restated along with the details and key points that are most crucial.

Next is inferring the logical conclusion.

- **Inference:** Using critical thinking, reading between the lines, looking at the facts, evidence, and context due to apply logic, and then reaching a conclusion.
- **Explicit:** This is something that is stated clearly
- **Implicit:** This is something that is not stated clearly, but instead, it is implied.
- **Conclusion:** Based on predictions, evidence, details, as well as results, this is a deduction that can be made.

Make sure that **written directions** and **sequences** are always followed and **gaps** are identified.

- **Sequential signal words:** These can include the following – subsequently, prior to, after, before, while, finally, then, next, first.

- **Chronological signal words:** These can include the following – during, while, since, now, later, today.
- **Specific directions:** These can include the following – left to right, all except, from top to bottom, choose all that apply.
- Look at printed communication and identify specific information within it.
- Certain information can be deduced by looking at indexes, captions, boldface, footnotes, and headings.
- Charts, graphs, and other visuals can also provide information that can be interpreted. In visual form, information can be presented in a more persuasive, as well as a more concise manner. Graphics, however, can be misleading and at times, biased.

Craft and structure

In this section, we talk about authorial intent, or what is known as a writer's purpose.

There are five main purposes here, these are, to describe, to entertain, to persuade, to inform, and to explain.

In terms of writing styles, there are four to be aware of:

- **Descriptive:** Creating a clear mental picture for a reader through the use of sensory details.
- **Expository:** Uses facts and examples to explain, inform, or tell a reader how to carry out a task.
- **Narrative:** In an effort to entertain, inform, or challenge a reader, this writing style looks to tell a story. That can be either fiction or nonfiction.
- **Persuasive:** In an effort to make readers think, feel, or even behave in a certain way, this writing style uses strong opinions and facts.

When we talk of craft and structure, we must include various key terms that play a role.

- **Bias:** Here there is a preconceived idea that is being pushed. You can notice bias by looking at figurative language and the use of emotionally charged words.
- **Connotative meaning:** With these types of words, there will be assumptions or an emotional charge attached to their implied meaning.
- **Denotative meaning:** This takes a word from the point of view of its standard meaning as per the dictionary.
- **Rhetorical device:** In an attempt to have a persuasive or emotional effect on a reader, this will use stylistic language.
- **Tone:** This shows the emotions or attitude of a writer when it comes to the topic they are discussing.

Knowledge and idea integration

Key terms

- **Argument:** The author believes this point that they are making. To support the claims of their argument, they will give evidence and reasons.
- **Compare and contrast:** When comparing, similarities are looked at, while contrasting is looking specifically at differences.
- **Inference:** Based on details in the text, as well as their background knowledge, this is the informed conclusion of the reader.
- **Prediction:** Based on details that they read in the text, this is a guess by the reader as to what could happen.
- **Primary source:** Here, the original author or creator provides a firsthand, unaltered document. Examples of this are novels, letters, original research papers, photographs, paintings, and datasets.
- **Secondary source:** Here a primary source is reproduced or analyzed in a document. Examples of this would be textbooks, review articles, biographies, as well as nonfiction books.

Teas Test Cheat Sheet

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