Study Guide



READING

Paragraph & Passage Comprehension · Prophagor Typics

- Expository: Explains, describes, or informs.
- Technical: Given directions or instructions about a specific subject (e.g., instructions on how to put something together).
- Narrative: Tells a story.
- Persuasive: Persuades or convinces.
- · Reservoirtaint terrino
- Topic: The general subject of the paragraph or passage.
- Main idea: The purpose of the puragraph or passage.
- Supporting details: Used to explain or illustrate the president Schools.
- Themese Control ideas or concepts that are explored by the paragraph or passage.
- Context: The set of circumstances or facts that surround a particular event or situation.
- Author purpose (four types):
- Persuade: Convince the reader to agree with the author (e.g., sales letters, campaign speeches).
- Informs Give information or enlighten (e.g., instructions, dispersions, teaching monerials).
- Entertain: Amuse readers (e.g., movel, short story, pooren, play's
- Express: Stare thoughts or feelings (e.g., journal entries).
- · Tiend structure:
- Cause and effect: The cause is why something happeriod, the effect is what actually happened.

DC. I won't allow my kids to use social media unless they give me their passwords. They think I'm just being nown. but they don't realize that I'm trying to protect them firom online predators.

In this example, the effect is that the kids cost? one social media unless they give the purent their pussessond. The cause is codine predators.

- Chronological: The events in the passage hopeen in the order they occur.

EX: I met my his/hand while we were still in high school. After we both finished college, we got married. Then we both got jobs and worked for two years before starting

Here is the chromological under of the events: (1) met hunband, (2) were to college, (3) got jobs, and (4) started at Karrister

- Compare and contrast: To compare means that you are looking for similarities between two or more things; to contrast means that you are looking for differences.

DC The Notebook and Rossov and Julier are both love stories. In both stories, two young people fall in love, and their parents don't approve of their unions. In Rossouand Asian, the two lovers die young by their own bands

so that they can be together. In The Notybook, the couple grows old together, then wills themselves to die at the same time so that they, too, can be together forever.

When comparing and contrasting the two stories, this nunsure points and the similarities (young people full in hove, purpose alon't approve, they alle together) and alifferences come cought after senang, while the entire grows and once couple alice by their own hands, while the other wills theneselves to the regother).

- Order of importance: Ideas are expressed in order of priority (from most important to least important or Where Services.

EX: The first thing I need to do today is finish my article that's due tomorrow morning. Then I need to schedule an interview, after which I need to work on my large project. that's due next week.

The projects are listed in order of priority from must improvisant to feasy. Finishing the certicle is the toppriority, followed by scheduling the interview, then sourking on the project that is also next week.

- Problem and solution: The paragraph or passage presents a problem, and then offices a solution to the problem. EX: Several people in my office have recently come down with the flu. Many of these illnesses could be prevented. if people would get flu shots before they got the flu and would stay home when they are sick.

The problem is that people to the office are coming down with the flu. The solutions are for people to get flu shots areal for stary home; where they are stolk.

- Sequence: The paragraph or passage describes the steps in a process in the order that they occur.

EX: When making peamet burier finder, first mix the sugar and milk, and then boil the minture to a soft ball stage. Next, add the peanut butter, butter, and vanilla. Then stir and pour the bot fudge into a buttered pun-

The sequence is mix, boil, odd, stir, and pour

- Descriptive: The paragraph or passage provides the reader with a mental picture of what is occurring and what the writer is seeing, bearing, or feeling.

DC When you walk through my front door, you will new my distinct room on the left and my office on the right. As you walk farther into the entryway, you will see the kitchen, which opens up to the living room. From the living room, there is a door to the master bedroom on the right and a halfway on the left that leads to a bathroom and the other bodrooms.

This paragraph describes the lanout of the author's house.

Informational Source Comprehension

· Sets of directions: This portion of the test will require you to follow a series of instructions to arrive at a cor-Penalt management.

EX. Start with the number 5. Add 7. - Subtract 3. - Multiply by 4. - Divide by 6. American & S. Devisionett.

TEST OF ESSENTIAL ACADEMIC SKILLS

5 + 7 - 1212 - 3 - 9

40 April 40 may 76-46. Note on the sec the

Reading tables: Many products come with labels. This portion of the test will require your ter mond liabely. and pick out pertinent indicatoration.

According to the label, in which case should a postiont inform the direction T

- A. The patient has
- kidney disease.
- D. The patient has asthma.
- C. The patient is allered; to posicillin.
- D. The patient has cataracts.
- transver: Bt. because authma is a breathing problem.
- · Printed communications: In this portion of the test, you will be asked to interpret pertinent information from printed communications, such as ads, letters, and memor,

flu shots will be available for free this week to all employees who choose to be voccinated. Those who work on the first vaccinated. Those who work on the first and third floors will get their shorts an Tuesday. Those who work on the second and fourth floors will get their shots on medinesday. The Tuesday shots will be given in the multipurpose room from 1:00 to 3:00 p.m. The Sedmesday shots will be given in the Library from 9:00 to 11:00 a.m.

If you work on the second floor, where and when should you report for your thu shot?

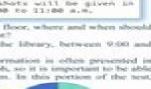
Associate Wednesday, in the library, between 9:00 and \$1,000 acres.

· Charts and graphs: Information is often presented in the form of a chart or graph, so it is important to be able to know how to spad them. In this portion of the test, you will be asked to inter-

prot portinent information from charts and scaples. EX: In which quarter was

the second highest number and making?

Assurance 2nd quarter



an Brook Com-The Control M. Adm. Com.

MATH

Order of Operations

- Calculations inside parentheses should be providenteed thest.
- Next, do multiplication and division, movlong flower, Selft to right.
- from left to right. 5 + 66 + 4 - 31 - 13-5 + (24 - 3) - 13-5 + 21 - 13 - 13

Audict Felicien

- The sum of two positive numbers is a positive manufact. 3-4-7
- . The sum of two negative numbers is a megative manifest. -3 + 6 - 45 = -7

- . The sum of one positive number and one. Multiplication negative number can be either a positive. The product of two positive numbers is a or a negative number, depending on which manufeer in grounds.
- All the state of the state of the -4 - 3 - -1 · Then, do addition and subtraction, moving . When adding large numbers, NAME OF ± 2599 line them up so the right sides

Subtraction

are aligned vertically.

- · Subtraction in taking away one number from another. 8 - 4 - 4
- 3-8-3-6-81=-3 When subtracting large murabers, line them. up so the right sides are aligned vertically.
 - 344 -299

- providing mamber. 3 - 8 - 24
- The product of two negative numbers is a positive manber. (-3) = (-80) - 24
- · The product of a positive number and a negative number is a negative number. 8 7 1 - 35 - - - 24
- · When multiplying large mambors, line them up so that the right sides are aligned vertically.

Division

. The quotient of two positive members in a positive number. Or No. 1

- . The quotient of two negative numbers is a promitive insuraber. (-9) = (-3) = 3
- . The quotient of a positive number and a negative number is a negative number. $I - SI \rightarrow S \rightarrow -S$
- Long divinion is used to divide larger manufacture.



Franciscopies.

Finding the Least Common Denominator (LCD)

. The LCD is the smallest number into which two or more denominators will

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Sandra Swick

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