

Creating a Practice Test Using Hawkes

Creating your own practice tests allows you to study material in a similar format to your actual tests.

Steps to Creating a Practice Test

Create the Test

- Log into your Hawkes account.
- Click on the “**WebTest**” button located in the top left hand corner of your Table of Contents screen.
- On the popup, click the radio button “**Create my own test**” and click “**OK**”.
- The following popup allows you to set the number of questions, time limit, and the sections you want to practice. (**Tip:** *holding down shift and clicking the section titles will highlight all sections in-between the two points and holding down ctrl will highlight sections individually*)
- Clicking “**OK**” to create the test will open it in a new window.

Tip: *Select 5 questions from each section. For example: If you are reviewing 4 sections, you may want to set the question limit to 20 questions.*

Take the Test

- Type or select your answer for the given questions.
- The right and left arrows at the bottom of the screen and the numbered boxes can be used to navigate through the problems. (**Tip:** *You may answer these questions in any order*)
- On the bottom of the screen is a **Test Status** button. This can be used to navigate your test and see what questions you have or have not completed. By selecting a “**NA** (Not Answered)” question, you can directly go to this question and answer it.
- When you are finished with the test, click the “**Submit**” button.

Tip: *The practice test is for your own benefit. This provides a sampling of questions to practice and allows you to review your answers*

Review and Practice

- Click “**Review**” on the popup window that appears after you submit your test.
- The review gives *Error Specific Feedback* on all questions answered incorrectly in the practice test. (available for every question in the practice test)
- The “**Results**” button will give a breakdown of your percent success per section.
- If any sections are low (below 80%) these may be the sections you want to focus on for review.
- Click on the section name and Hawkes will create a *customized* practice session. The session will focus on problems similar to those missed in the practice test.

Tip: *Using this component of the Hawkes courseware can improve your familiarity with exam material.*