

ATI TEAS[®]

SECRETS

Study Guide

Your Key to Exam Success



- ✓ TEAS 6 Complete Study Manual
- ✓ Full-Length Practice Tests
- ✓ Review Video Tutorials

for the
**Test of Essential Academic Skills
Sixth Edition**



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Sincerely,

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Your Key to Exam Success

TEAS 6 Complete Study Manual, Full-Length
Practice Tests, Review Video Tutorials for the
Test of Essential Academic Skills, Sixth Edition

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Dear Future TEAS Exam Success Story:

Congratulations on your purchase of our study guide. Our goal in writing our study guide was to cover the content on the test, as well as provide insight into typical test taking mistakes and how to overcome them.

Standardized tests are a key component of being successful, which only increases the importance of doing well in the high-pressure high-stakes environment of test day. How well you do on this test will have a significant impact on your future, and we have the research and practical advice to help you execute on test day.

The product you're reading now is designed to exploit weaknesses in the test itself, and help you avoid the most common errors test takers frequently make.

How to use this study guide

We don't want to waste your time. Our study guide is fast-paced and fluff-free. We suggest going through it a number of times, as repetition is an important part of learning new information and concepts.

First, read through the study guide completely to get a feel for the content and organization. Read the general success strategies first, and then proceed to the content sections. Each tip has been carefully selected for its effectiveness.

Second, read through the study guide again, and take notes in the margins and highlight those sections where you may have a particular weakness.

Finally, bring the manual with you on test day and study it before the exam begins.

Your success is our success

We would be delighted to hear about your success. Send us an email and tell us your story. Thanks for your business and we wish you continued success.

Sincerely,

Mometrix Test Preparation Team

Need more help? Check out our flashcards at: <http://MometrixFlashcards.com/TEAS>

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Introduction

Thank you for your purchase of *ATI TEAS® Secrets* by Mometrix Test Preparation. This study manual includes comprehensive review sections on each of the four TEAS test sections: Reading, Mathematics, Science, and English and Language Usage. Following those review sections are three complete TEAS practice tests. Each practice test is followed by detailed answer explanations.

The TEAS is an important test, so it is essential that you adequately prepare for your test day. Be sure to set aside enough study time to be able to take each of the practice tests using only the amount of time that is specified. You are encouraged to minimize your external distractions in order to make the practice test conditions as similar to the real test conditions as possible.

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 for future use.

Content Areas	Time Allowed	Number of Test Items	Percent of Test Items	Number of Scored Test Items
Reading	64 min	53	31%	47
Key Ideas and Details				22
Craft and Structure				14
Integration of Knowledge and Ideas				11
Mathematics	54 min	36	21%	32
Number and Algebra				23
Measurement and Data				9
Science	63 min	53	31%	47
Human Anatomy and Physiology				32
Life and Physical Sciences				8
Scientific Reasoning				7
English and Language Usage	28 min	28	17%	24
Conventions of Standard English				9
Knowledge of Language				9
Vocabulary Acquisition				6
Total	209 min	170		150

Reading

Key Ideas and Details

Summarizing a Complex Text

Summarize

A helpful tool is the ability to summarize the information that you have read in a paragraph or passage format. 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. 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 contain much the same message as the original text.

Paraphrase

Paraphrasing is another method that the reader can use to aid in comprehension. When paraphrasing, one puts what they have read into their words by rephrasing what the author has written, or one “translates” all of what the author shared into their words by including as many details as they can.

Identifying the Logical Conclusion

Identifying a logical conclusion can help you determine whether you agree with the writer or not. Coming to this conclusion is much like making an inference: the approach requires you to combine the information given by the text with what you already know in order to make a logical conclusion. If the author intended the reader to draw a certain conclusion, then you can expect the author’s argumentation and detail to be leading in that direction. One way to approach the task of drawing conclusions is to make brief notes of all the points made by the author. When the notes are arranged on paper, they may clarify the logical conclusion. Another way to approach conclusions is to consider whether the reasoning of the author raises any pertinent questions. Sometimes you will be able to draw several conclusions from a passage. On occasion these will be conclusions that were never imagined by the author. Therefore, be aware that these conclusions must be supported directly by the text.

Directly Stated Information

A reader should always be drawing conclusions from the text. Sometimes conclusions are implied from written information, and other times the information is **stated directly** within the passage. One should always aim to draw conclusions from information stated within a passage, rather than to draw them from mere implications. At times an author may provide some information and then describe a counterargument. Readers should be alert for direct statements that are subsequently rejected or weakened by the author. Furthermore, you should always read through the entire passage before drawing conclusions. Many readers are trained to expect the author’s conclusions at either the beginning or the end of the passage, but many texts do not adhere to this format.

Inferences

Readers are often required to understand a text that claims and suggests ideas without stating them directly. An **inference** is a piece of information that is implied but not written outright by the author. For instance, consider the following sentence: *After the final out of the inning, the fans were filled with joy and rushed the field.* From this sentence, a reader can infer that the fans were watching a baseball game and their team won the game. Readers should take great care to avoid using information beyond the provided passage before making inferences. As you practice with drawing inferences, you will find that they require concentration and attention.

➤ **Review Video:** [Inference](#)

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Test-taking tip: While being tested on your ability to make correct inferences, you must look for contextual clues. An answer can be *true* but not *correct*. The contextual clues will help you find the answer that is the best answer out of the given choices. Be careful in your reading to understand the context in which a phrase is stated. When asked for the implied meaning of a statement made in the passage, you should immediately locate the statement and read the context in which the statement was made. Also, look for an answer choice that has a similar phrase to the statement in question.

Implications

Drawing conclusions from information implied within a passage requires confidence on the part of the reader. **Implications** are things that the author does not state directly, but readers can assume based on what the author does say. Consider the following passage: *I stepped outside and opened my umbrella. By the time I got to work, the cuffs of my pants were soaked.* The author never states that it is raining, but this fact is clearly implied. Conclusions based on implication must be well supported by the text. In order to draw a solid conclusion, readers should have multiple pieces of evidence. If readers have only one piece, they must be assured that there is no other possible explanation than their conclusion. A good reader will be able to draw many conclusions from information implied by the text which will be a great help in the exam.

Topics, Main Ideas, and Supporting Details

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 (i.e., what the text is all 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 could be written as *Penguins are different from other birds in many ways*. In most nonfiction writing, the topic and the main idea will be stated directly and often appear in a sentence at the very beginning or end of the text. When being tested on an understanding of the author's topic, you may be able to skim the passage for the general idea, by reading only the first sentence of each paragraph. A body paragraph's first sentence is often—but not always—the main topic sentence which gives you a summary of the content in the paragraph.

Reading

However, there are cases in which the reader must figure out an unstated topic or main idea. In these instances, you 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](#)**

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Supporting Details

Supporting details provide evidence and backing for the main point. In order to show that a main idea is correct, or valid, authors 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 terms like *for example* or *for instance*, or they will be enumerated with terms like *first*, *second*, and *last*. However, you need to be prepared for texts that do not contain those indicators. As a reader, you should consider whether the author's supporting details really back up his or her main point. Supporting details can be factual and correct, yet they may not be relevant to the author's point. Conversely, supporting details can seem pertinent, but they can be ineffective because they are based on opinion or assertions that cannot be proven.

➤ **Review Video: [Supporting Details](#)**

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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 section as a means of preparing the reader for what is to come. Research suggests that the brain is more receptive to new information when it has been prepared by the presentation of the main idea or some key words. The phenomenon is somewhat akin to the primer coat of paint that allows subsequent coats of paint to absorb more easily. A good topic sentence will be clear and not contain any jargon. When topic or summary sentences are not provided, good readers can jot down their own so that they can find their place in a text and refresh their memory.

Following Directions

Technical passages often require the reader to follow a set of directions. For many people, especially those who are tactile or visual learners, this can be a difficult process. It is important to approach a set of directions differently than other texts. First, it is a good idea to scan the directions to determine whether special equipment or preparations are needed. Sometimes in a recipe, for instance, the author fails to mention that the oven should be preheated first, and then halfway through the process, the cook is supposed to be baking. After briefly reading the directions, the reader should return to the first step. When following directions, it is appropriate to complete each step before moving on to the next. If this is not possible, it is useful at least to visualize each step before reading the next.

Information from Printed Communication

Memo

A memo (short for *memorandum*) is a common form of written communication. There is a standard format for these documents. It is typical for there to be a heading at the top indicating the author, date, and recipient. In some cases, this heading will also include the author's title and the name of his or her institution. Below this information will be the body of the memo. These documents are

typically written by and for members of the same organization. They usually contain a plan of action, a request for information on a specific topic, or a response to such a request. Memos are considered to be official documents, and so are usually written in a formal style. Many memos are organized with numbers or bullet points, which make it easier for the reader to identify key ideas.

Posted Announcement

People post announcements for all sorts of occasions. Many people are familiar with notices for lost pets, yard sales, and landscaping services. In order to be effective, these announcements need to contain all of the information the reader requires to act on the message. For instance, a lost pet announcement needs to include a good description of the animal and a contact number for the owner. A yard sale notice should include the address, date, and hours of the sale, as well as a brief description of the products that will be available there. When composing an announcement, it is important to consider the perspective of the audience—what will they need to know in order to respond to the message? Although a posted announcement can have color and decoration to attract the eye of the passerby, it must also convey the necessary information clearly.

Classified Advertisement

Classified advertisements, or *ads*, are used to sell or buy goods, to attract business, to make romantic connections, and to do countless other things. They are an inexpensive, and sometimes free, way to make a brief pitch. Classified ads used to be found only in newspapers or special advertising circulars, but there are now online listings as well. The style of these ads has remained basically the same. An ad usually begins with a word or phrase indicating what is being sold or sought. Then, the listing will give a brief description of the product or service. Because space is limited and costly in newspapers, classified ads there will often contain abbreviations for common attributes. For instance, two common abbreviations are *bk* for *black*, and *obo* for *or best offer*. Classified ads will then usually conclude by listing the price (or the amount the seeker is willing to pay), followed by contact information like a telephone number or email address.

Scale Readings of Standard Measurement Instruments

The scales used on standard measurement instruments are fairly easy to read with a little practice. Take the ruler as an example. A typical ruler has different units along each long edge. One side measures inches, and the other measures centimeters. The units are specified close to the zero reading for the ruler. Note that the ruler does not begin measuring from its outermost edge. The zero reading is a black line a tiny distance inside of the edge. On the inches side, each inch is indicated with a long black line and a number. Each half-inch is noted with a slightly shorter line. Quarter-inches are noted with still shorter lines, eighth-inches are noted with even shorter lines, and sixteenth-inches are noted with the shortest lines of all. On the centimeter side, the second-largest black lines indicate half-centimeters, and the smaller lines indicate tenths of centimeters, otherwise known as millimeters.

Legend or Key of a Map

Almost all maps contain a key, or legend, that defines the symbols used on the map for various landmarks. This key is usually placed in a corner of the map. It should contain listings for all of the important symbols on the map. Of course, these symbols will vary depending on the nature of the map. A road map uses different colored lines to indicate roads, highways, and interstates. A legend might also show different dots and squares that are used to indicate towns of various sizes. The legend may contain information about the map's scale, though this may be elsewhere on the map. Many legends will contain special symbols, such as a picnic table indicating a campground.