Gale’s Testing & Education Reference Center provides the tools you need to achieve educational and professional success. Whether you are a student exploring higher education, a recent graduate embarking on a career path, or a business veteran who wants to make a change, you’ll find in-depth information and interactive exercises to achieve your goals. With practice exams to identify mastered concepts and opportunities for further study, planning features to simplify financial aid and reveal scholarships, and career tools to explore professional pathways, Testing & Education Reference Center helps turn your goals into realities.

COLLEGE PLANNING
Explore links to test prep, college and scholarship searches, and articles with tips on applying, paying, and preparing for college.

PRACTICE TESTS AND ONLINE BOOKS
Access full-length, timed practice exams and online books for AP, ACT, SAT, PSAT, GED, ASVAB, civil service exams, and more.

QUICK STARTS
Choose your student type, and then select the task you’d like to complete for quick direction to useful tools.
GETTING STARTED

Create a free user account to take advantage of the tools in Testing & Education Reference Center. Sign in to view eBooks, search for schools and scholarships, take practice tests, and save your work to finish or review later.

TAKING ONLINE PRACTICE TESTS

The online practice tests in Testing & Education Reference Center assess your skills and knowledge in preparation for exams. Each test offers two or three online practice exams with scoring for multiple choice sections, and sample answers for short answer and essay segments.

Use the search box or drop down menus, and select any exam to find relevant online practice tests. Once you click Start Now, the practice test will open in a new tab or window. Simply select a section of the test, and then click Start Practice Test to begin.

The test will provide one question at a time. Select and confirm answers, and use the View the next test question and View the previous test question arrows to move through the test. You can also click Review & Finalize Section to view a specific question.

If you want to exit the test section and pick up where you left off later, click Pause to save the answers you have provided so far.

When you have completed a portion of the exam, use Review & Finalize Section to score the exam and exit.
REVIEWING ONLINE PRACTICE TESTS

Once you Submit Answers for an exam, navigate the Dashboard to understand your performance.

Select Review All to page through and assess your response to every question.

You can also click the test Section Name to view a list of individual questions. Use column headers to sort the questions by number, based on whether your response was correct or incorrect, or by other criteria. Review an explanation of the correct response to each question so that you can master concepts and strategies you will need during exams.

Use the View the next test question and View the previous test question arrows to move through the test as you review your answers. Click Done reviewing to return to the Dashboard.

SEARCHING FOR SCHOOLS

Testing & Education Reference Center’s specialized school searches identify the best institutions for your needs. Access the High School, College Prep, Career, or Grad School menus to locate a school search relevant to your needs. Search by location and program of study to target universities, career programs, and other schools of interest. Use more extensive options available in several of the searches to find a perfect fit based on school size, special programs, sports, and more.

Search results return details about each school, giving you a look at location, enrollment, mid-50 SAT/ACT scores, tuition, and entrance difficulty. College descriptions provide an overview of the campus, admissions, cost, financial aid, student body, and facilities to help you form a complete picture of the school, and discover the ideal experience.
SEARCHING FOR SCHOLARSHIPS

Help fund your education with *Testing & Education Reference Center*’s scholarship searches. Use the **College Prep** or **Grad School** menus to access undergraduate and graduate level tools. Search for awards by keyword, or answer questions about yourself to match available scholarships to your interests and qualifications. Explore each award’s description, value, requirements, and contacts so that you can begin the application process.

MASTERING BASIC SKILLS

*Testing & Education Reference Center*’s interactive tutorials and quizzes teach reading comprehension, sentence skills, writing, and math. Whether you are an English language learner, student, or adult looking to brush up on your skills, use these tools to review fundamental concepts in a straightforward format.

PREPARING FOR A CAREER

If you are looking for a career, *Testing & Education Reference Center* offers a variety of prep tools to help.

- **Career Assessment:** Determines possible career paths, and provides career overviews. This tool is available if your library subscribes to the **Career Module**.
- **Resume Builder:** Creates a professional resume that outlines your qualifications, skills, and accomplishments.
- **Virtual Career Library:** Guides you through the career seeking process with individual modules covering searching for jobs, preparing resumes and cover letters, interviewing, and more.

If you require further assistance with *Testing & Education Reference Center* please ask your librarian or visit [gale.com/training](http://gale.com/training).