



NURSING TEAS 7



Essential test prep for academic skills required to enter nursing school

READING

Key Ideas & Details

- **Summarizing a text.**
 - **Topic:** The general subject of the text. "Who or what am I reading about?"
 - **Main idea:** The key message, or thesis, of the text. "What does the writer think is important to know about this topic?"
 - **Topic sentence:** Usually appears near the beginning of the paragraph and includes the main idea.
 - **Key points:** Key points and their supporting details develop the main idea. To find them, ask, "Who, what, when, where, why, how?"
 - **Summary:** A brief restatement of the main idea and the most important key points and details.
- **Infer the logical conclusion.**
 - **Inference:** A conclusion reached by critical thinking, reading between the lines, and applying logic to facts and evidence while recognizing context clues.
 - **Explicit:** Clearly stated.
 - **Implicit:** Implied, not directly stated.
 - **Conclusion:** A deduction made about an unstated outcome based on predictions, details, evidence, and results.
- **Follow sequences and written directions.** Identify any gaps.
 - **Sequential signal words:** first, next, then, finally, while, before, after, prior to, subsequently
 - **Chronological signal words:** today, later, now, since, while, during
 - **Specific directions:** from left to right, choose all that apply, all except, from top to bottom
 - **Identify specific information in printed communications.**

- Use **visual features**, such as headings, footnotes, bold-face, captions, and indexes, to find certain information.
- **Interpret information in charts, graphs, and other visuals.**
 - Information can often be presented more concisely or more persuasively in visual form. Be alert for ways the wording or design of a graphic could be misleading or biased.

EX: In which quarter was the second highest number of sales?



Answer: 2nd quarter

Craft & Structure

- **Writer's purpose (authorial intent):** The five main purposes are to describe, entertain, explain, inform, or persuade.
- **Writing styles**
 - **Descriptive:** Includes sensory details to create a clear mental picture for the reader.
 - **Expository:** Informs, explains, or tells how to do something; uses only facts and examples.
 - **Narrative:** Tells a story (fiction or nonfiction) to entertain, inform, or challenge.
 - **Persuasive:** Includes facts and strong opinions to make the reader feel, think, or believe a certain way.

Key Terms

- **Bias:** Tendency toward a preconceived idea. Look for emotionally charged words and figurative (symbolic; not literal) language.
- **Connotative meaning:** The implied meaning of a word, with assumptions or an emotional charge attached to it.
- **Denotative meaning:** The standard dictionary definition of a word.

- **Rhetorical device:** Stylistic language used to have an emotional or persuasive effect on the reader.
- **Tone:** The writer's attitude or emotions concerning the topic.

Integration of Knowledge & Ideas

Key Terms

- **Argument:** A point the author believes. Reasons or evidence are given to support the argument's claims.
- **Compare and contrast:** To compare means to look for similarities; to contrast means to look for differences.
- **Inference:** A reader's informed conclusion, based on details in the text plus background knowledge.
- **Prediction:** A reader's guess of what could happen, based on details found in the text.
- **Primary source:** A firsthand, unaltered document by the original author or creator; includes novels, letters, original research papers, datasets, paintings, photographs.
- **Secondary source:** A document that analyzes, discusses, or reproduces a primary source; includes textbooks and many other nonfiction books, review articles, biographies.
- **Tertiary source:** A reference work that consolidates information from primary and secondary sources; includes encyclopedias, handbooks, study guides.
- **Theme:** The broad, underlying concept that the writer explores or addresses.

Evaluating & Integrating Data

- **Ask:** What information (data) is most relevant (appropriate to the situation)? What information is missing?
- **Ask:** What additional sources of information could be helpful?
- **Ask:** How is all of the information related? What conclusions can be drawn?

MATH

Order of Operations

- Remember **PEMDAS** (mnemonic): Please Excuse My Dear Aunt Sally.
 - Parentheses first (use PEMDAS inside parentheses, too)
 - Exponents (powers and roots)
 - Multiplication and division (left to right)
 - Addition and subtraction (left to right)

EX: $13 - (3 - 4 + 6) + 2^2$
 $= 13 - (3 - 4 + 6) + 4$
 $= 13 - (3 - 2) + 4$
 $= 13 + 2 + 4$
 $= 19$

Fractions

Finding the Least Common Denominator (LCD)

- The LCD is the smallest number into which two or more denominators will divide evenly. This number is used for adding and subtracting fractions.

EX: What is the LCD of $\frac{1}{3}$ and $\frac{1}{4}$? The smallest number that is divisible by both 3 and 4 is 12, so the LCD is 12.

Adding & Subtracting Fractions

- If the fractions have the same denominator, add/subtract the numerators. The denominator stays the same.
- EX:** $\frac{1}{3} + \frac{1}{3} = \frac{2}{3}$. Since the numerator and the denominator are both divisible by 3, you can write the answer in its reduced form, $\frac{2}{3}$.
- If the fractions have different denominators, you first need to find the LCD.

EX: $\frac{1}{4} - \frac{1}{12}$. The LCD is 12, so rewrite equivalent fractions with a denominator of 12:
 $\frac{1}{4} = \frac{3}{12} - \frac{1}{12} = \frac{2}{12} = \frac{1}{6}$
 Then subtract the equivalent fractions:
 $\frac{3}{12} - \frac{1}{12} = \frac{2}{12} = \frac{1}{6}$

Multiplying Fractions

- Write all numbers (including any whole numbers or mixed numbers) in fraction form. To convert a mixed number to a fraction, multiply the denominator by the whole number and add the numerator. This is the new numerator. The denominator remains the same.

EX: $\frac{1}{4} \times 2\frac{1}{2} = \frac{1}{4} \times \frac{5}{2}$

- Multiply the numerators, and then multiply the denominators.

EX: $\frac{1}{4} \times \frac{5}{2} = \frac{5}{8}$

- Write the fraction in reduced form.

EX: Since each number is divisible by 4, divide both by 4: $\frac{5}{8} = \frac{5}{8}$

Dividing Fractions

- Write all numbers (including any whole numbers or mixed numbers) in fraction form.
- EX:** $\frac{1}{2} \div \frac{1}{3}$. In this case, both numbers are already in fraction form.
- Change the second fraction to its reciprocal (invert, or flip, the fraction so that the numerator is on the bottom and the denominator is on the top).
- Next, change the division sign to a multiplication sign.

EX: $\frac{1}{2} \times \frac{3}{4}$

- Multiply the numerators, and then multiply the denominators.

EX: $\frac{1}{2} \times \frac{3}{4} = \frac{3}{8}$

- Write the fraction in reduced form.

EX: $\frac{3}{8} = \frac{3}{8}$

Decimals

- Decimals, like fractions, represent parts of a whole. Decimal numbers may contain a whole number part (to the left of the decimal point) and a fractional part (to the right of the decimal point).
- Decimals that are < 1 should always have a zero to the left of the decimal point (leading zero), but trailing zeros (zeros that come after digits on the right of the decimal point) should not be included.
- EX:** 0.05, not .05; 1.7, not 1.70
- Each spot to the right of the decimal point represents a different place value, similar to numbers to the left of the decimal point.



- To convert a fraction to a decimal, divide the numerator by the denominator.
- EX:** $\frac{3}{4} = 3 \div 4 = 0.75$

- Rounding is a way of estimating numbers or describing their approximate value. You can round numbers to any decimal place. First, determine the value to which you are rounding, and then look to the right of that number. If the number is < 5, the number to which you are rounding stays the same. If the number is ≥ 5 , add 1 to the number in the place to which you are rounding.

EX: Round 3.4762 to the nearest hundredths. The value of the hundredths place is 7, and the number to the right is 6. Since 6 $>$ 5, you should add 1 to the number in the hundredths place. The answer is 3.48.

Calculating Percentages

- Percentages indicate a fraction of a hundred (think percent = hundredths).
- EX:** If a baseball player can hit a home run 5 times out of 100, that means he can hit a home run 5% of the time.
- To convert a decimal to a percentage, move the decimal point two places to the right and add the percent symbol.
- EX:** 0.27 = 27%
- EX:** 1.2 = 120%
- To convert a percentage to a decimal, remove the percent symbol and move the decimal point two places to the left.
- EX:** 20% = 0.20
- EX:** 3.7% = 0.037
- To convert a fraction to a percentage, multiply by 100.
- EX:** $\frac{1}{4} \times \frac{100}{1} = \frac{100}{4}$, or 25%

Mcgraw Hill Teas V Study Guide

Richard Bailey



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