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最新

# GMAT

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15TH EDITION

Eugene D. Jaffe, Stephen Hilbert 编著

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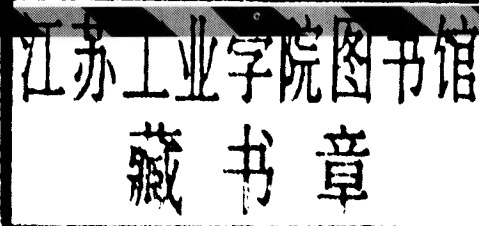
# 最新GMAT考试指南 (第15版)

BARRON'S GMAT (15<sup>TH</sup> EDITION)

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# Preface

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**B**arron's *Graduate Management Admission Test (GMAT)* is designed to assist students planning to take the official Graduate Management Admission Test governed by the Graduate Management Admission Council, headquartered in Virginia, and administered by Pearson VUE, an electronic testing company operating more than 5,000 computer centers in over 145 countries. Since the results of the GMAT are used by many graduate schools of business as a means for measuring the qualifications of their applicants, it is important that the prospective student do as well as possible on this exam. Admission to business school may well depend on it.

A study guide, although not able to guarantee a perfect score, can provide a good deal of assistance in test preparation by enabling students to become familiar with the material they will encounter on the exam and supplying them with ample opportunity for practice and review. With this in mind, we have developed a study guide that goes further than the simple simulation of the official GMAT in its effort to offer a sound basis of test preparation. Besides containing three practice tests with questions (and answers) similar to those students will encounter on the actual exam, it offers invaluable advice on *how* to prepare for the exam, ranging from a general discussion of the purpose and various formats of the GMAT to a step-by-step program of subject analysis and review designed to help students discover their weak points and take measures to correct them. A tactics section is included that covers every question type. These tactics give students practical instructions and hints on how to analyze and answer each question.

Review sections for each subject area appearing on the exam have been especially developed to meet the specific needs of students who may feel a deficiency in any of these areas. Each review provides both an explanation of the material and exercises for practical work. The practice exams included in the guide have self-scoring tables to help students evaluate their results and check their progress. All answers to the test questions are fully explained to ensure complete understanding.

The authors would like to extend their appreciation to Mrs. Susan Hilbert and Ms. Dawn Murcer for their excellent job in typing the manuscript, to Professor Shirley Hockett for several helpful discussions, and to Professor Justin Longenecker for his generous advice.

# How to Use This Guide

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**T**his book includes:

- Comprehensive subject reviews on how to prepare for every test of the Computer-Adaptive GMAT
- Test-taking strategies for every section of the GMAT
- A diagnostic test that identifies your strengths and weaknesses
- Two full-length practice tests with questions that simulate an actual GMAT test
- Instructions that enable you to determine your score on the two practice tests in the book

The step-by-step study program appearing below outlines the recommended study plan you should follow when preparing for the GMAT. By making use of this procedure, you will be able to take full advantage of the material presented in this guide.

1. Familiarize yourself with the purpose and format of the GMAT Computer-Adaptive Test (CAT) (Chapter One).
2. Study the analysis of each type of question on the exam (Chapter Two).
3. Take the GMAT Diagnostic Test (Chapter Three) and use the Self-Scoring Table at the end of the test to evaluate your results.
4. Study the review sections (Chapters Four, Five, Six, Seven, and Eight), spending more time on areas where you scored poorly on the Diagnostic Test.
5. Take the two sample GMAT sections (Chapter Nine) and evaluate your results after completing each one.
6. Review again any areas you discover you are still weak in after you have evaluated your section results.
7. Take the two sample GMAT tests (Chapters 10 and 11) and evaluate your results after completing each one.
8. Review again any remaining weak areas.

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WHAT YOU NEED TO KNOW ABOUT  
THE COMPUTER-ADAPTIVE GMAT

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# An Introduction to the Computer-Adaptive GMAT

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| <ul style="list-style-type: none"><li>• The purpose of the GMAT</li><li>• Where to apply</li><li>• What is a computer-adaptive test (CAT)?</li><li>• The test format</li><li>• Your scores and what they mean</li><li>• Importance of the GMAT</li></ul> | <ul style="list-style-type: none"><li>• How to prepare for the CAT GMAT</li><li>• Test-taking strategies</li><li>• Guessing</li><li>• Maneuvering the GMAT CAT PC screen</li><li>• After you take the exam</li><li>• The self-scoring tables</li></ul> |
|--|--|

**T**he Graduate Management Admission Test (GMAT) is no longer given in pencil and paper format (except in a few countries outside the United States). Instead, a computer-adaptive test (CAT) format is now used. The following sections explain how the computerized test works and how to prepare for it.

The following discussion centers on the purpose behind the Graduate Management Admission Test and answers basic questions about the general format and procedures used on the GMAT.

## THE PURPOSE OF THE GMAT

The purpose of the GMAT is to measure your ability to think systematically and to employ the verbal and mathematical skills that you have acquired throughout your years of schooling. The types of questions that are used to test these abilities are discussed in the next chapter. It should be noted that the test does not aim to measure your knowledge of specific business or academic subjects. No specific business experience is necessary, nor will any specific academic subject area be covered. You are assumed to know basic algebra (but not calculus), geometry, and arithmetic, to know the basic conventions of standard written English, and to be able to write an analytical essay.

In effect, the GMAT provides business school admission officers with an objective measure of academic abilities to supplement subjective criteria used in the selection process, such as interviews, grades, and references. Suppose you are an average student in a college with high grading standards. Your overall grade average may be lower than that of a student from a college with lower grading standards. The GMAT allows you and the other student to be tested under similar conditions using the same grading standard. In this way, a more accurate picture of your all-around ability can be established.

## WHERE TO APPLY

The Computer Adaptive Test may be taken three weeks per month, six days a week, ten hours a day at 400 testing centers in the United States and Canada and major cities throughout the world. The test taker will be seated in a testing alcove with only a few others present at the same time and can register for a test a few days before a preferred time. To schedule a test, simply call the toll-free number 1-800-717-GMAT (within the U.S. and Canada only) or go online at <http://www.mba.com>. Payment may be made by credit card, check, or money order. It is wise to schedule your exam early to ensure that the schools to which you are applying receive your scores in time.

Information about the exact dates of the exam, fees, testing locations, and online registration can be found on the web site in the *GMAT® Information Bulletin*, which can be downloaded.

## WHAT IS A COMPUTER-ADAPTIVE TEST (CAT)?

### TIP

Familiarity  
with the exam  
saves time.

In a computer-adaptive test, each question is shown on a personal computer screen one at a time. On the test, questions are of high, medium, and low difficulty. The first question on a test is of medium difficulty; the relative difficulty of the next question depends on your answer to the first question. If you answered correctly, the next question will be of greater difficulty. If your answer was incorrect, the next question will be less difficult, and so on. However, the choice of subsequent questions is not only based on whether the preceding answer was correct or incorrect, but also on the difficulty level of the preceding question, whether previous questions have covered a variety of question types, and specific test content. This procedure is repeated for each of your answers. In this way, the CAT adjusts questions to your ability.

The Computer-Adaptive GMAT will have three parts: a writing section which consists of writing two essays, a quantitative test and a verbal test.

You will have 30 minutes to write each essay.

The quantitative test will be composed of Problem Solving and Data Sufficiency type questions. There will be 37 questions and you will have 75 minutes to finish this section.

The verbal test will be composed of Reading Comprehension, Critical Reasoning and Sentence Correction type questions. There will be 41 questions and you will have 75 minutes to finish this section.

There is an optional five-minute break between each section of the exam.

Before you start the exam you will be given time to become acquainted with the computer system. There is an interactive tutorial to help you practice your computer skills. You can try using the mouse and scrolling through text. You will be able to choose and confirm answers as well as use the computer to write your essays. Make sure you are thoroughly familiar with the system before you start the exam.

It is possible that your tests may contain some experimental questions. These questions may or may not be labeled experimental. You should do your best on any question that is not labeled experimental. Experimental questions are **not** counted in your scores.

In the CAT version of the GMAT once you enter and confirm your answer you **cannot** change the answer. You can't go back and work on previous questions if you finish a section early. Furthermore, you must answer each question before you can see the next question. (You will not be able to skip any questions.)

Some pros and cons of the CAT are highlighted in the table on the next page.

### CAREFUL

Answers that  
have been con-  
firmed cannot  
be changed.

## You've Answered the First Question: What's Next?

Suppose that you answered that first question correctly and then get a more difficult one that you also answer correctly and then an even harder one that you answer incorrectly. Will you get a lower score than say a candidate that answers the first question incorrectly and then gets an easier one that is answered correctly? No, because difficult questions are worth more points than easier ones. So, in the end, the mixture of questions that each candidate gets should be balanced to reflect his or her ability and subsequently their performance. There is little possibility that a candidate will have a higher score because he or she answered more easy questions correctly.

## Pros and Cons of Computer-Adaptive Test

### Pros

You can take the test at a time that is convenient for you throughout the year.

You may register for the test by phone, fax, online, or mail and pay with a credit card.

More personal — only a few people will be taking the test at the same time in individualized testing alcoves.

You know your score (verbal and quantitative) immediately after the test. Official complete scores are available after ten days.

You may cancel scores immediately after the test by indicating your decision on the computer screen.

A timer is available on screen so that you can better pace yourself.

### Cons

You cannot make notes on the computer screen and must rely only on note boards given at the exam.

You cannot skip a question.

You cannot return to a question once you have confirmed your answer.

Those who have more experience using a computer should have an advantage in using the terminal.

You cannot see all of the Reading Comprehension test, but must scroll. The same is true for graphs and charts.

These rules apply to both the quantitative (problem solving and data sufficiency) and qualitative (reading comprehension, sentence correction, and critical reasoning) multiple-choice type questions. The Analytical Writing Assessment (AWA) will be written using the computer, but it will not be adaptive. Test takers will write essays in response to two questions. The overall quality of your thinking and writing will be evaluated by faculty members from a number of academic disciplines, including management. It will also be rated by an automated essay scoring system, developed by ETS, called an e-rater™. After extensive testing, the e-rater™ system was found to have a 92% agreement with human readers, which is about the same rate at which two human readers agree.

Another fact about the CAT is that questions cannot be skipped. You must answer the present question in order to proceed to the next one. This means that if you do not know the answer, you must guess (tips for guessing are given on page 8.) Answering a question means entering your choice by clicking the mouse next to the alternative you have chosen and then pressing the confirmation button by clicking the mouse on the “confirm” icon (see page 10). Once you have confirmed your answer, you cannot go back to check a previous question or change an answer.

What is the logic behind the no skipping of questions and no changing of answer policy? Suppose that you gave a wrong answer to a question. The next question will be an easier one—one that say, you answer correctly. If you were able to go back and change the previous wrong answer and this time get it right, you should have received an equally or more difficult question, rather than the easy question that was answered correctly and scored accordingly. Thus, if it were possible to change answers, the scoring system would be destroyed. Likewise, if question skipping were allowed, the system would have no basis for determining the difficulty level of the next question.

### REMEMBER

You can't skip a Question.

## What Computer Skills Are Necessary?

Only basic computer skills are necessary for navigating the CAT. This means that you have to know how to use a mouse and how to scroll (navigate). You can download free test tutorials from [www.mba.com](http://www.mba.com). These will help you to review the basic skills of taking a computer-adaptive test, such as entering answers and accessing HELP. You should review these procedures before you arrive at the test center, because any time that you use to review HELP screens will mean less time for you to work on the test questions.

## THE TEST FORMAT

The test format includes both multiple-choice verbal test questions: sentence correction, reading comprehension, and critical reasoning; and multiple-choice quantitative test questions: problem solving and data sufficiency. In the CAT, all verbal-type questions are mingled. The same is true for the two quantitative-type questions. The total test time is approximately four hours including the two essay questions. A typical CAT is formatted as follows:

Question Type	Number of Questions	Time (Min)
Analytical Writing		
Analysis of an Issue	1 Topic	30
Analysis of an Argument	1 Topic	30
Optional break	Not relevant	5
Quantitative		
Problem Solving	19	
Data Sufficiency	18	75 (for all questions)
Optional break	Not relevant	5
Verbal		
Sentence Correction	15	
Reading Comprehension	15	
Critical Reasoning	11	75 (for all questions)
		Total: about 4 hours

### TIP

Don't be fooled. Experimental, "strange" questions are not scored.

In addition to the question types noted, a test may include identified and/or unidentified experimental sections. Identified experimental sections will usually be the last section of the exam. Unidentified sections can appear anywhere. However, answers (either correct or incorrect) will not affect your final score.

Note that aids such as hand-held calculators, watch calculators, pens, watch alarms, dictionaries, translators, electronic devices, beepers, will not be allowed in the testing room. You may not bring scratch paper to the test, but laminated note boards will be handed out by the test administrator as needed. If you have some questions about procedures during the test, there is a HELP function that may be utilized. However, remember that the time spent with the HELP function will be at the expense of test time. Therefore, it is best to familiarize yourself with the computer procedures as much as possible before taking the test.



## YOUR SCORES AND WHAT THEY MEAN

One benefit to the CAT test-takers is that unofficial scores on the verbal and quantitative parts of the test will be available upon completion. Official scores, including the AWA, will be mailed out within ten days. Scores are based on the number of questions answered correctly as well as performance on a particular type of question. Some correct answers to some questions are worth more than others because of different degrees of difficulty. Thus, a correct answer to a difficult question is worth more than a correct answer to an easy question. The total score ranges from 200 to 800.

In general, no particular score can be called good or bad, and no passing or failing grade has been established. Scores above 750 or below 250 are unusual. In recent years, about two thirds of all scores have fallen between 390 and 620, with the average about 530.

## IMPORTANCE OF THE GMAT

Students often ask what is an adequate GMAT score. The answer is that every university and college requiring the GMAT sets its own requirements. Average scores throughout the United States are reported by the Educational Testing Service.

Average grades on the GMAT tend to differ by undergraduate major, with physics majors scoring the highest, followed by computer science majors, English majors, political science majors, and business majors, in that order.

Most college catalogs do not state what the minimum GMAT requirement is, but the annual reports of most MBA programs do note the average GMAT score of the last incoming student body. This is probably a good indication of the necessary ball-park figure for admission. However, obtaining a score somewhat below that figure does not mean that acceptance is not possible. First of all, it is an average figure. Some scored below, but were accepted. The GMAT is only one of a number of criteria for admission. Students who obtain a score below some required average may nevertheless make up for this by their undergraduate grade average or by writing a very good essay as part of the application process. In some cases, doing well in the personal interview with an admissions officer or other university representative may be just as, or even more, important. So, while scoring high on the GMAT is a desired goal and should be pursued with all the means possible, it is not the only requirement for admission to an MBA program. Before applying to a college or university, determine what criteria are considered for admission and how these criteria are ranked by order of importance. Directors of MBA programs, admissions officers, college catalogs, and annual reports should provide this information.

Your score on the GMAT is only one of several factors examined by admissions officers. Your undergraduate record, for example, is at least as important as your GMAT score. Thus, a low score does not mean that no school will accept you, nor does a high GMAT score guarantee acceptance at the school of your choice. However, since your score is one important factor, you should try to do as well as you can on the exam. Using this book should help you to maximize your score.

## HOW TO PREPARE FOR THE CAT GMAT

You should now be aware of the purpose of the GMAT and have a general idea of the format of the CAT test. With this basic information, you are in a position to begin your study and review. The rest of this guide represents a study plan that will enable you to prepare for the GMAT. If used properly, it will help you diagnose your weak areas and take steps to remedy them.

Begin your preparation by becoming as familiar as possible with the various types of questions that appear on the exam. The analysis of typical GMAT questions in the next chapter is designed for this purpose. Test-taking tactics provide hints on how to approach the different types of questions.

Next, be familiar with the CAT system. Make sure you know how everything works (e.g., scrolling) before you start the exam. Pace is very important. Losing time because of unfamiliarity with the CAT is avoidable with practice using this manual and other tools.

### REMEMBER

Familiarity with the test saves valuable time.

When you feel you understand this material completely, take the Diagnostic Test that follows and evaluate your results. A low score in any area indicates that you should spend more time reviewing that particular material. Study the review section for that area until you feel you have mastered it and then take one of the sample GMAT tests. Continue the pattern until you are completely satisfied with your performance. For best results, try to simulate exam conditions as closely as possible when taking sample tests: no unscheduled breaks or interruptions, strict adherence to time limits, and no use of outside aids (with the exception of scratch paper). Make sure you answer each question in order. Do not allow yourself to change any previous answers once you have started on the next question.

## TEST-TAKING STRATEGIES

1. **The first five or so questions count more than later questions.** Budget a little more time for these questions. You have about  $1\frac{3}{4}$  minutes for each verbal question and 2 minutes for each quantitative question. So, be prepared to spend more time with the initial questions.
2. **Answer as many questions as possible.** While there is no minimum number to answer in order to get a score, your score will be lower if fewer questions are answered.
3. **If you are not sure, guess.** Unlike the former GMAT version, there is no penalty for a wrong answer, so if you are running out of time, guess. Also, since you have to give an answer in order to proceed to the next question, guessing is necessary. For some tips see the Guessing section that follows.
4. **Pace yourself and be aware of remaining time.** Be aware of the number of questions and remaining time. How much time is left in a test section can be determined by pressing the time icon and a clock will appear on the upper left hand side of the screen.
5. **Confirm your answer only when you are confident that it is correct.** Remember, you cannot return to a previous question and you must confirm your answer in order to move on to the next question.
6. **Be careful about section exit and test quit commands.** Once you confirm a section exit command you cannot go back. Confirming the test quit command automatically ends the session with no chance of continuing.

## GUESSING

Two elements should be considered in addressing the area of guessing. First, consider the way your score is determined by the administrators of the GMAT. If you do not answer a question, you cannot proceed to the next one. So, if you are stuck, you have to guess. If you are near the end of a test section and time is running out, you have two options. You can guess the answers to questions that you are unsure of the correct answer, or you can quit the section when time runs out. As we pointed out before, it is best to spend more time with the first five questions and less time with the remaining ones. So, guessing becomes an important strategy when time is critical. The probability of selecting the correct answer by random guessing is 1 out of 5, or 0.20, which is rather low. However, suppose that you have had time to read the question and have been able to eliminate two answer alternatives, but are still unsure of the correct answer. Now, a random guess of the correct answer among the remaining alternatives has a 0.33 probability. Obviously, if you are able to eliminate three alternatives, you then have a 50–50 chance of guessing the correct answer. Assuming that time has run out, guessing in this situation is a very low risk.

So, there is a difference between random and educated guessing. An educated guess occurs when you have eliminated three alternatives and now have a reasonable chance of selecting the correct answer. Elimination of three alternatives should be possible for most questions. Here are some examples of how to do this. The first example is a critical reasoning question: