

Barron's
Pass Key to
the GMAT



© Copyright 1992 by Barron's Educational Series, Inc.

Adapted from *Basic Tips on the GMAT*,
copyright © 1983 by Barron's Educational Series, Inc.

All rights reserved.

No part of this book may be reproduced
in any form, by photostat, microfilm, xerography,
or any other means, or incorporated into any
information retrieval system, electronic or
mechanical, without the written permission
of the copyright owner.

All inquiries should be addressed to:

Barron's Educational Series, Inc.

250 Wireless Boulevard

Hauppauge, New York 11788

Library of Congress Catalog No. 92-3384

International Standard Book No. 0-8120-1380-8

Library of Congress Cataloging in Publication Data

Jaffe, Eugene D.

Barron's passkey to the graduate management admission test,
GMAT / by Eugene D. Jaffe and Stephen Hilbert.

p. cm.

ISBN 0-8120-1380-8

1. Graduate Management Admission Test. I. Hilbert, Stephen.

II. Title.

HD30.413.J32 1992

650'.076—dc20

92-3384

CIP

PRINTED IN THE UNITED STATES OF AMERICA

2345 550 98765432

PREFACE

How ready are you for the Graduate Management Admission Test (GMAT)? How familiar are you with the sorts of questions the exam contains? Do you know what level of mathematical and grammatical ability is necessary to get a high score on the GMAT? This book will provide you with strategies, review, and practice for taking the actual test. 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 you do as well as you can on this exam. Your admission to graduate business school may well depend on it.

This book describes in detail the question types found on the GMAT exam. It offers you invaluable advice on how to prepare for the exam, including a step-by-step program designed to help you discover and correct weak points.

If you have scored well on the sample tests in this book, you may take the actual exam with confidence. If this book has shown that you need further practice, then you may wish to begin working with *Barron's How to Prepare for the Graduate Management Admission Test*. The most complete GMAT study guide available, it covers all areas on the test with explanations and numerous practice exercises. The book also features a diagnostic test and five additional full-length model exams with answer analyses and self-scoring charts.

ACKNOWLEDGMENTS

The authors gratefully acknowledge the permission to reprint passages. The copyright holders and publishers are given on this and the following page.

Pages 123–124, Passage 1: *The Hebrew Impact on Western Civilization*, edited by Dagobert Runes. The Philosophical Library.

Page 126, Passage 2: *Budgeting for National Objectives* by the Committee on Economic Development, © 1966.

Page 129, Passage 3: *The American Guide*, edited by Henry G. Alsberg, © 1949.

Pages 152–159, Section V, 25 Questions (with Explained Answers): *Barron's How to Prepare for the New High School Equivalency Examination (GED)* by Murray Rockowitz et al., © 1979. Barron's Educational Series, Inc.

Page 211, Passage 2: *The Social Bond* by Robert A. Nisbet, © 1970 by Alfred A. Knopf, Inc. Reprinted by permission.

Pages 223–230, Section IV, 9 Questions (with Explained Answers): *Barron's How to Prepare for the Test of Standard Written English* by Sharon Green and Mitchel Weiner, © 1982. Barron's Educational Series, Inc.

Pages 223–230, Section IV, 3 Questions (with Explained Answers): *Barron's How to Prepare for the College Entrance Examinations (SAT)* by Samuel C. Brownstein and Mitchel Weiner, © 1980. Barron's Educational Series, Inc.

Page 277, Passage 1: *Improving Executive Development in the Federal Government*, © 1964 by the Committee for Economic Development.

Page 280, Passage 2: G. R. Crone, *Background to Geography*, © 1964, Pitman Publishing Ltd., London.

Page 283, Passage 3: "Cops and Writers" by Jean Hollander, *The American Scholar*, Volume 49, No. 2, Spring 1980. © 1980 by

the United Chapters of Phi Beta Kappa. By permission of the publishers.

Page 286, Passage 1: "Open Admissions Assessed: The Example of The City University of New York, 1970–1975" by Irwin Polishook. *Midstream* (April, 1976), © 1976. The Theodor Herzl Foundation.

Page 290, Passage 2: "A Perilous Time for World Trade" by Robert D. Hershey, Jr., *The New York Times*, August 1, 1982, © 1982.

Pages 323–328, Section VII, 21 Questions (with Explained Answers): *Barron's How to Prepare for College Entrance Examinations (SAT)* by Samuel C. Brownstein and Mitchel Weiner, © 1980 Barron's Educational Series, Inc.

Pages 323–328, Section VII, 3 Questions (with Explained Answers): *Barron's How to Prepare for the New High School Equivalency Examination (GED)* by Murray Rockowitz et al., © 1979. Barron's Educational Series, Inc.

AT-A-GLANCE CHECKLIST FOR THE GMAT

BASIC STRATEGIES

1. *Be prepared.* Make sure you bring several sharpened number two pencils, a good eraser, and a watch (the test center may not have a visible clock).
2. *Budget your time.* Calculate the time you may spend on each question. Don't linger on questions you can't answer.
3. *Read questions carefully.* Make sure you answer the questions that are asked. Consider *all* choices. Remember you must pick the *best* choice, not just a good choice.
4. *Mark answers carefully.* Use your pencil and blacken your answer choices completely. Be sure erasures are done cleanly.
5. *When to guess.* There is a penalty for wrong answers. Guess only if you can eliminate at least one wrong answer.
6. *Get plenty of rest before the exam.* The GMAT exam takes over four hours, with only one fifteen-minute break. Try to get as much rest as possible before the exam.

THE FINER POINTS

Reading Comprehension Questions test your ability to understand *main points* and *significant details* contained in material you have read, and your ability to draw inferences from this material. Tactics to use:

1. Identify the central theme of the passage.
2. Organize mentally how the passage is put together and determine how each part is related to the whole.
3. Determine the opinion or viewpoint that the writer wants the reader to follow or assume.

Sentence Correction Questions test your understanding of the basic rules of English grammar and usage. Tactics to use:

1. Read the sentence carefully, paying more attention to the underlined part.
2. Assume any part of the sentence that is *not* underlined is correct.
3. Verb and pronoun errors are the most common examples—check for these first.
4. Other common errors include misuse of adjectives and adverbs.

Critical Reasoning Questions test your ability to evaluate an assumption, inference, or argument. Each question has five possible answers. Your task is to evaluate each of the five possible choices and select the one that is the best alternative. Tactics to use:

1. Read the question and then read the passage.
2. Learn to spot the major critical reasoning question types.
3. Look for the conclusion first.
4. Find the premises.
5. Do not be opinionated.
6. Do not be intimidated by unfamiliar subjects.

Problem Solving Questions test your ability to work with numbers and require a basic knowledge of arithmetic, algebra, and geometry. Tactics to use:

1. Don't waste time on questions you can't figure out in two or three minutes.
2. Budget your time so that you will have a chance to try each question.
3. Try to answer questions by *estimating* or doing a rough calculation.
4. Make sure your answer is in the units asked for.
5. Remember that it is worthwhile to guess if you eliminate any answers.

Data Sufficiency Questions test your reasoning ability. Like the Problem Solving questions, they require a basic knowledge of arithmetic, algebra, and geometry. Each Data Sufficiency question consists of a mathematical problem and two statements containing information relating to it. You must decide whether the problem can be solved by using information from: (A) the first statement alone, but not the second statement alone; (B) the second statement alone, but not the first statement alone; (C) both statements together, but neither alone; or (D) either of the statements alone. Choose (E) if the problem cannot be solved, even by using both statements together. Tactics to use:

1. Don't waste time figuring out the exact answer.
2. Use the strategies in Chapter 5 to make intelligent guesses, if you can't answer the questions.

CONTENTS

Preface	vi
Acknowledgments	vii
At-a-Glance Checklist for the GMAT	ix

1/An introduction to the GMAT

1

The Purpose of the GMAT	1
Where to Apply	2
The Test Format	2
Your Scores and What They Mean	4
How to Prepare for the GMAT	5
After You Take the Exam	8

2/Reading Comprehension Review

10

Description of the Test	10
Tips to Help You Cope	10
Types of Questions	11
Sample Passage with Questions, Answers, and Analysis	13
A Method of Approach	17
Basic Reading Skills	17
Applying Basic Reading Skills	18
Finding the Topic Sentence	18
Finding the General Theme	20
Finding Logical Relationships	21
Making Inferences	23
Practice Exercise with Answers and Analysis	24
Reading Comprehension Strategies	27

3/Sentence Correction Review

28

Description of the Test	28
Tips to Help You Cope	28
Sample Question with Answer and Analysis	29
Review of Errors Commonly Found in the Sentence Correction Section	29
Verb Errors	29
Pronoun Errors	36
Adjective and Adverb Errors	38
Errors in Usage	43
A Tactic for Sentence Correction Questions	47
Practice Exercise with Answers and Analysis	48
Sentence Correction Strategies	50

4/Critical Reasoning Review

51

Description of the Test	51
Tips to Help You Cope	51
Types of Questions	52
Identifying the Premise and Conclusion	52
Deductive and Inductive Arguments	54
Determining the Logical Sequence of an Argument	55
Attacking the Assumptions of an Argument	55
Fallacies	56
Guilt by Association	56
Faulty Analogy	57
Causal Fallacies	58
Fallacies of Relevance	58
Fallacies of Language (Ambiguity)	59
Final Hints	60
Critical Reasoning Strategies	60

5/Problem Solving and Data Sufficiency Review 61

Problem Solving	61
Description of the Test	61
Tips to Help You Cope	61
Methods of Approaching the Test	62
Sample Problem Solving Questions with Answers and Analysis	63
Problem Solving Strategies	66
Data Sufficiency	67
Description of the Test	67
Tips to Help You Cope	67
Methods of Approaching the Test	68
Sample Data Sufficiency Questions with Answers and Analysis	70
Data Sufficiency Strategies	74
Quick Mathematics Review	74
Arithmetic	75
Algebra	91
Geometry	107

6/Three Sample GMATs with Answers and Analysis 123

Sample Test 1	123
Answers	172
Analysis	174
Evaluating Your Score	199
Sample Test 2	203
Answers	250
Analysis	252
Evaluating Your Score	273
Sample Test 3	277
Answers	329
Analysis	330
Evaluating Your Score	355

AN INTRODUCTION TO THE GMAT

The most productive approach to undertaking the actual study and review necessary for any examination is first to determine the answers to some basic questions: What? Where? When? and How? In this case, what is the purpose of the Graduate Management Admission Test (GMAT)? What does it measure? Where and when is the exam given? And most important, how can you prepare to demonstrate aptitude and ability to study business at the graduate level?

The following discussion centers on the purpose behind the Graduate Management Admission Test and answers basic questions about the general format and procedure 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 have knowledge of basic algebra, geometry, and arithmetic, and of the basic conventions of standard written English.

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

Information about the exact dates of the exam, fees, testing locations, and a test registration form can be found in the "GMAT Bulletin of Information" for candidates published by ETS. You can obtain a copy by writing:

Graduate Management Admission Test
Educational Testing Service
P.O. Box 6103
Princeton, New Jersey 08541-6103

The GMAT is generally given in October, January, March, and June. Since the majority of business schools send out their acceptances in the spring, it is wise to take the exam as early as possible to ensure that the schools you are applying to receive your scores in time.

THE TEST FORMAT

The latest GMAT has contained questions of the following types: Reading Comprehension, Problem Solving, Data Sufficiency, Critical Reasoning, and Sentence Correction. In the past, exams have included Analysis of Situations questions, but these questions have now been replaced by questions on Critical Reasoning.

Recent GMAT examinations have contained seven sections, with each section allotted thirty minutes. Some possible test formats are:

FORM A			
Section	Type of Question	Number of Questions	Time (Min.)
I	Reading Comprehension	25	30
II	Reading Comprehension	25	30
III	Problem Solving	20	30
IV	Sentence Correction	25	30
(15 minute break)			
V	Data Sufficiency	25	30
VI	Critical Reasoning	20	30
VII	Problem Solving	20	30
Total		160	210

FORM B			
Section	Type of Question	Number of Questions	Time (Min.)
I	Reading Comprehension	25	30
II	Critical Reasoning	20	30
III	Problem Solving	20	30
IV	Reading Comprehension	25	30
(15 minute break)			
V	Data Sufficiency	25	30
VI	Sentence Correction	25	30
VII	Sentence Correction	25	30
Total		165	210

There are many different formats for the test, but each version of the test will contain at least one section each of Problem Solving, Reading Comprehension, Sentence Correction, Data Sufficiency, and Critical Reasoning. The remaining two sections will be picked from these five types and will differ from test to test—for example, Problem Solving may appear three times on one version of the test, while on another version Reading Comprehension may appear twice and Critical Reasoning twice. Usually only six of the seven sections are counted in your score. The other section either contains experimental questions or is used to calibrate different versions of the GMAT. However, you will not know which sections are going to count in your score, so you must do your best on every section.

Each section of the GMAT must be completed within the specified time limit. If you finish the section before the allotted time has

elapsed, you must spend the remaining time working on that section *only*. You may *not* work on other sections of the test at all.

Specific directions telling you exactly how to answer the questions appear at the beginning of each section of the exam. Keep in mind that although the directions for answering the sample questions in this guide are designed to simulate as closely as possible those on the actual test, the format of the test you take may vary. Therefore, it is important that you read the directions on the actual test very carefully before attempting to answer the questions. You also should be certain of the exact time limit you are allowed.

YOUR SCORES AND WHAT THEY MEAN

You will receive three scores on the GMAT exam: a total score, a verbal score, and a quantitative score. The total score ranges from 200 to 800; the verbal and quantitative scores range from 0 to 60. You will also be given a percentile ranking for each of the three scores. The percentile ranking gives you the percentage of the test scores in the last three years lower than yours. Thus, a percentile ranking of 75 would mean that 75% of the test scores in the last three years were below your score.

Your score will be based on your raw score, which is the total number of correct answers minus one-fourth of the number of wrong answers. The GMAT subtracts one-fourth of the number of wrong answers to compensate for random guessing. The verbal score is based on the answers to the questions in the Reading Comprehension, Critical Reasoning, and Sentence Correction sections. The quantitative score is based on the answers to the questions in the Problem Solving and Data Sufficiency sections.

The scores you receive are *scaled scores*. Since there are many different versions of the exam, the use of scaled scores allows test results based on different versions of the exam to be compared. The same *raw score* (total number of correct answers minus one-fourth of the number of wrong answers) will be converted into a high scaled score if you took a more difficult version of the exam. If you take several versions of the exam, your scaled scores should cluster

about your “true” scaled score. Thus, your scaled score in some sense represents a range of possibilities. A score of 510 means that your “true” score is probably between 480 and 540.

In general, no particular score can be called good or bad, and no passing or failing grade has been established. Scores above 700 or below 250 are unusual. In recent years, about two-thirds of all scores have fallen between 380 and 600, with the average between 480 and 490. In the verbal and quantitative scores, grades above 46 or below 10 are unusual. About two-thirds of these scores fall between 20 and 38, with the average about 30. The average verbal score is slightly lower than the average quantitative score.

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 GMAT

You should now be aware of the purpose of the GMAT and have a general idea of the format of the 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. *When you feel you understand this material completely, take the Diagnostic Test that follows and evaluate your results on the self-scoring table provided at the end of the test. (An explanation of how to use these tables follows.)* 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 GMATs at the back of the book. Continue this pattern of study 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.

THE SELF-SCORING TABLES

The self-scoring tables for each sample test in this guide can be used as a means of evaluating your weaknesses in particular subject areas and should help you plan your study program most effectively.

After completing a sample test, turn to the Answers section that immediately follows each test. First, determine the number of *correct* answers you had for each section. Next, subtract *one-fourth* the number of *wrong* answers for each part from the number of correct answers. This is done to eliminate the benefits of wild guessing. Do *not* subtract for any answers left blank. For example, suppose that in Section 1 you answered 15 out of 25 questions correctly, with 6 incorrect responses and 4 blanks. Subtract $\frac{1}{4}$ of 6 ($1\frac{1}{2}$) from 15 to obtain a final score of $13\frac{1}{2}$. Now turn to the section Evaluating Your Score, which follows the Answers Explained section of each test. Record your scores in the appropriate score boxes in the Self-scoring Table as shown below.

SELF-SCORING TABLE		
Section	Score	Rating
1	$13\frac{1}{2}$	FAIR
2		
3		
4		
5		
6		
7		