

Checklist for Multiple-Choice Questions

- _____ Is there a clear set of directions to explain how to respond to the question?
- _____ Are the responses all of similar length?
- _____ Is every response plausible?
- _____ Does the stem clearly present the problem?
- _____ Does the stem have a space in front of the question for recording the response?
- _____ Are the stems numbered?
- _____ Is there only one correct answer for each stem?
- _____ Are all responses grammatically consistent?
- _____ Is the test ordered so that easier questions are asked first and more difficult questions are asked at the end?
- _____ Do the responses let the teacher know about student misunderstandings?
- _____ Are the responses lettered with capital letters?
- _____ Do some of the questions use higher-order thinking skills (analysis, synthesis, evaluation)?
- _____ Are any of the responses intended to trick students?