

# Question Types & Formatting

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## ❓ Multiple Choice

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- Question on a single line.
- Answers immediately following the question.
- Asterisk (\*) in front of the correct choice.

### Example

1. Which of the following is a prime number?  
a) 4  
\*b) 5  
c) 6

### Alternative Method

MC  
Which of the following is a prime number?  
4  
\*5  
6

## ❓ Multiple Answer

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- The same as multiple choice, only with multiple answers marked correct.
- Question on a single line.
- Answers immediately following the question.
- Asterisk (\*) in front of all correct choices.

### Example

1. Which of the following is a prime number?  
\*a) 2  
\*b) 3  
c) 4  
\*d) 5

### Alternative Method

MA  
Which of the following is a prime number?  
\*2  
\*3  
4  
\*5

## ❓ Essay/Written Response

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- This is a written response question, with no correct answer (it will need to be graded manually).

### Example

1. Tell me your life story.

### Alternative Method

## ? Fill in the blank/Short Answer

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- Begin your question with the keyword: **blank**.
- Leave a blank somewhere in the question.
- List all the possible correct answers.

### Example

blank 1. Christmas falls on December \_\_\_\_.

- a. 25th.
- b. 25th
- c. 25

### Alternative Method

BL  
Christmas falls on December \_\_\_\_.

25th.  
25th  
25

## ? Matching

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- Begin your question with the keyword: **match**.
- Question on the same line.
- Separate each matching pair with a "/".

### Example

match 1. Match the following French and English words:

- a. hello / bonjour
- b. yes / oui
- c. hot / chaud
- d. coffee / café

## ? Ordering Questions

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- Begin your question with the keyword: **order**.
- Question on the same line.
- Start the answer list below the question with the first item in your sequence.
- Continue the order of the sequence for all the items.
- Example: if you ask for the shortest to greatest, start the list with the shortest value and continue with the 2nd shortest, etc.

### Example

order 1. Order the following numbers from least to greatest:

251  
252  
253  
254  
255