

## NCDPI Standards for Multiple Choice Questions

- The stem asks a question or prompts the student for missing information. The stem states a single, clearly formulated problem, when possible in the form of a question that the student can easily understand.
- The stem is stated in simple, readable language.
- There is no repetition of material in the response choices.
- All distractors are plausible, but the correct answer is clearly the best choice.
- All response choices are grammatically consistent with the stem and parallel in form.
- The correct response is not given away by the length of the response in relation to the other choices.
- The response choices "All of the above" and "None of the above" are not used unless necessary to adequately measure the objective. Response choices that combine other response choices (Both A and B above) are never used.
- The stem asks for objective information only, not opinions.
- Qualifiers such as ALWAYS and NEVER are not used.
- The stem or the stem plus response choice makes a complete sentence.
  - If the stem is a question, it ends with a question mark. Response choices do not have any punctuation unless they are complete sentences requiring periods.
  - If the stem plus response choice makes a complete sentence, the stem ends with a colon and each response choice ends with a period.
- Missing information should come at the end of the stem. There are no blanks for missing information.
- Descriptors (the, a/an) come at the end of the stem rather than being repeated in each response choice.
- The item contains four response choices — one clearly correct and three clearly incorrect.
- The response choices are arranged in a logical order if appropriate. There are not blank lines between the stem and response choices.
- Responses are designated by #]. The software automatically converts this symbol to the appropriate letter.
- The first word of each response choice is capitalized.
- Words crucial to the understanding of the item (NOT, BEST EXCEPT) are written in all capitals.
- Unnecessary words (such as "of the following" are omitted.
- There are no clues within the item or across items within an objective.
- Response choices are written flush left. There is one space between the #] symbol and the first word of the response choice.
- The correct answer is indicated in the Item Answer area.