

### **Rules for Writing Multiple-Choice Item**

*(Adopted from Norman E. Gronlund, 1998)*

1. Design each item to measure an important learning outcome.
2. Present a single clearly formulated problem in the stem of the item.
3. State the stem of the item in simple, clear language.
4. Put as much of the wording as possible in the stem of the item.
5. State the stem of the item in positive form, wherever possible.
6. Emphasize negative wording whenever it is used in the stem of an item.
7. Make certain that the intended answer is correct or clearly best.
8. Make all alternatives grammatically consistent with the stem of the item and parallel in form.
9. Avoid verbal clues that might enable students to select the correct answer or to eliminate an incorrect alternative.
10. Make the distracters plausible and attractive to the uninformed.
11. Vary the relative length of the correct answer to eliminate length as a clue.
12. Avoid using the alternative “all of the above,” and use “none of the above” with extreme caution.
13. Vary the position of the correct answer in a random manner.
14. Control the difficulty of the item either by varying the problem in the stem or by changing the alternatives.
15. Make certain each item is independent of the other items in the test.
16. Use an efficient item format.
17. Follow the normal rules of grammar.
18. Break (or bend) any of these rules if it will improve the effectiveness of the item.