

Tips for Answering Free Response Questions



1. Read all free response questions first. Start with the one you know best.
2. Recognize the **task verbs** such as: describe, identify, graph, calculate, etc. Do **exactly** what the verb demands.
3. Answer the question **thoroughly** so the reader knows you understand the question.
4. **Label** your answers to match the question: A.i., A.ii., B., C., etc.
5. Write **clearly, neatly, and large enough** for the grader to read. Don't lose points due to sloppy handwriting.
6. If you can't remember a word exactly, **describe** what you're trying to say.
7. Carefully **label diagrams and graphs** that are required for an answer. You will not get points if the diagram is not labeled.
8. When asked to do calculations, show all of your work (setup and answer) and include necessary **units** in all steps.
9. **Time** yourself. Make sure that you don't spend all of your time on one question.
10. Answer the question **directly and get right to the point**. Don't waste time on background information or repeating the question.
11. Write **only** what the question requires. Don't give more. For example, if a question asks for 2 reasons, the reader will only grade the first 2 responses and no more.
12. Answer **every** question. Do not leave a question blank, as points are possible for each part of a question. It is likely that **you will know something about each question**, so do the best you can.