Short Answer Exams

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<th>Short Is</th>
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<tr>
<td>Brief</td>
<td>One Word</td>
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<td>Sentences</td>
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When you see “short answer” on an exam, you should automatically think a well-developed, three-to-six-sentence paragraph.

When reading Short Answer Exam Questions:

1.) Read slowly and carefully.
2.) Pay attention to the directions.
3.) Underline and/or circle important words.

Hint: Short Answer questions often allow you to select either a few short answer prompts or a few concepts/terms from a list. Select the question you are most confident answering.

When writing a short answer:

1) Use the Five W’s — who, what, when, where, and why—to help guide your answer.
2) Add How when it is required or appropriate.
3) Make sure you are meeting all of the requirements of the question.

Hint: Short Answers are not essays, but a paragraph or two on a specific topic. They should be a clearly organized and focused response to the prompt.

When checking the content of a short answer:

1) Re-read the question and then the answer to make sure you have captured all elements.
2) Make sure ideas are stated clearly and concisely.
3) Check to make sure all of the information included is relevant and accurate.

Hint: Short Answer questions should be specific and to the point.