

HOW TO ANSWER AN OPEN RESPONSE ITEM

R E S P O N S E	READ	READ the question quickly, then re-read for specifics to help you answer your question
	EVERYTHING	Read EVERYTHING you are given before starting to answer.
	SPECIFIC	Highlight SPECIFIC key words and ideas in the question. Circle the or underline words that give direction (analyze, compare, describe, etc)
	PART	Make sure you answer each PART of the question. Look for A, B, C or the word "and".
	ORGANIZE	Quickly ORGANIZE your thoughts to answer the question. Use the 3 column organizer quickly.
	NOTE	Make NOTE of any key words or ideas that you want to include. Use specific vocabulary !!
	SUPPORT	SUPPORT your answer with facts, figures, or statements about what is given. Explain in correct terms.
EDIT	EDIT and revise your answer. Even though spelling and punctuation are not scored, you need to use it anyway so that you are not misunderstood by the scorers.	

OPEN RESPONSE GENERAL SCORING GUIDE

4	All parts of the questions were answered clearly using critical vocabulary. Overall response is a complete, well-developed explanation supported with details Where appropriate, you offer insightful interpretations or extensions (generalizations, applications, analogies). You connected your answer to a real life example.
3	Most of the important parts of the question were answered clearly including critical vocabulary. You demonstrated an overall understanding but may have made minor mistakes or left something out of your answer to make it a complete answer.
2	You answered only some parts of the question. Your answer contains errors, omissions and misconceptions.
1	Incomplete or minimal answer that contains major errors, misconceptions, and omissions.
0	Your answer is totally incorrect or irrelevant. REMEMBER THIS ~ NO BLANKS NO ZEROES!
B	B means BLANK! You did not give any answer at all. REMEMBER THIS ~ NO BLANKS NO ZEROES!