

Criteria Checklist for Traditional Multiple-Choice Items

Use this criteria checklist when developing multiple-choice assessment items to ensure consistency, validity, and reliability.

Criteria	Evident	Mostly Evident	Not Evident
Content or skill is consistent with curriculum objective(s)			
Presents a single and complete problem			
Statement is clear, concise, and complete			
Readability is appropriate for grade level			
There is only one true answer			
Item is stated in the positive			
Contains no clues or answers for other items			
All distractors are plausible options for the unprepared student			
Key words in question ARE emphasized			
Options are consistent in terms of grammar, length, and complexity			