Creating a Fill in the Blank Question

Fill in the blank questions consist of a phrase, sentence, or paragraph with a blank space indicating where the student should provide the missing word or words.

These questions are evaluated based on an exact text match on the answers provided by the student. Accordingly, it is important to keep the answers simple and limited to as few words as possible. Answers are not case sensitive, but are evaluated based on spelling. Consider the following tips when creating fill in the blank questions and answers:

- Provide answers that allow for common spelling errors.
- Provide answers that allow for abbreviations or partial answers
- Create the question that indicates to students the best way to answer the question
- Phrase the question so there is only one answer

Try to keep answers limited to one word to avoid mismatched answers due to extra spaces or order of answer terms. If the answer may be more than one word, list all possibilities as answers. For example, if Benjamin Franklin is the answer, include Benjamin Franklin, Franklin, and Ben Franklin as correct answers.

1. Open the canvas page for a test, survey, or pool.

2. On the Action Bar, point to Create Question and select **Fill in the Blank** from the drop-down list.
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3. Type the Question Text.

1. **Question**

   - **Question Title**: Forearm Bones
   - **Question Text**: One of the bones in the forearm is called the ________.
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4. Select a Number of Answers from the drop-down list.

5. Type an answer for each Answer field.

6. Type the Correct Response Feedback that appears in response to a correct answer and the Incorrect Response Feedback for an incorrect answer.

7. Click Submit.

Having trouble following the instructions in this PDF? Contact the IT Service Center via Live Chat or by phone at 859-572-6911.