

How to Evaluate and Choose Final Questions

1. Create a chart on which you can tabulate the scores from each of the pilot test subjects. It's not important how you organize it, so long as you and the people you're working with agree that the layout is useful to all of you.

Subject	Q1	Q2	Q3	Q4	Q5
A					
B					
C					
D					
E					

2. Fill in the chart with the scores from each individual's scoring chart. If you want to, and if you have the space, make cells on the chart for the translated responses so that they're easier to compare.

Subject	Q1	Q2	Q3	Q4	Q5
A	2	0	2	2	2
B	2	0	1	1	0
C	2	1	2	2	2
D	2	0	2	1	2
E	2	1	2	2	2

3. Examine the scores for each question. Using the guidelines in [Suggestions for removing and deleting questions](#), eliminate the questions that clearly do not belong in the final test.
4. Compare the responses for the remaining questions to be certain that all of the ones marked as correct are very similar to one another.
5. Look at the responses that were marked as uncertain or partially correct and discuss whether or not they are usable.
6. Eliminate the questions that you decide should not be used in the final test.