

# ACE

## Writing a GREAT Short Answer Response!

Often it is helpful to have a plan or formula to answer an open-ended, short answer response or to write with evidence.

Using the **ACE Method** will help you to focus your response in a clear and concise manner. **It is not enough to simply answer the question.**



Readers and graders are looking for:

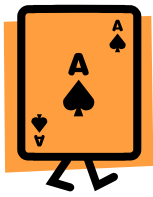
- evidence of understanding
- analysis
- support your answer with citations (evidence) from the readings.
- Clarity is also important.

a tip for OAA: Your space for answering is limited, so clear, **concise answers with appropriate textual evidence** will receive the best scores. Concise\* does NOT mean short.

According to dictionary.com

**\*Concise: adjective**

expressing or covering much in few words; brief in form but comprehensive in scope



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1. **A**nswer and restate the question asked in the prompt.
2. **C**ite textual evidence (return to the reading and find at least one quote *direct* or *indirect*), which supports your answer.

*Direct Quote*- A direct quote is a quote in which you copy an author's words directly - word for word. Direct quotes will be surrounded by quotation marks.

Example: "I couldn't laugh; I couldn't applaud; it filled me with bitterness to have others do it and to have people make a hero of Hicks and the people around him" (659).

*Indirect Quote* - An indirect quote is a quote in which you paraphrase - put into your own words - what the author is saying.

Example: Twain was unable to laugh or applaud, because he was so angry that Hicks could be mesmerized and he could not (659).

3. **E**xplain and **E**laborate on your answer and the textual evidence you have provided.

A good response will carefully analyze the text, offer textual evidence from the piece or pieces that will directly support your answer **and will explain how this evidence supports your answer.**

### **Well Supported (Explain and Elaborate)**

Do not just assert something is true, prove it. What facts, figures, examples, tests, etc. prove your point? In many cases, the difference between an A and a B as a grade is due to the effective use of supporting evidence.



## **How do you write an effective essay exam?**

1. Read through all the questions carefully.
2. Budget your time and decide which question(s) you will answer first.
3. Underline the key word(s) which tell you what to do for each question.
4. Choose an organizational pattern appropriate for each key word and plan your answers on scratch paper or in the margins.
5. Write your answers as quickly and as legibly as you can; do not take the time to recopy.
6. Begin each answer with one or two sentence thesis which summarizes your answer. If possible, phrase the statement so that it rephrases the question's essential terms into a statement (which therefore directly answers the essay question).
7. Support your thesis with specific references to the material you have studied.
8. Proofread your answer and correct errors in spelling and mechanics.