OPEN-ENDED AND CLOSE-ENDED QUESTIONS

- Questions that require a "yes" or "no" answer are close-ended questions, because no more information in needed or required.
  - Q: "Did you eat lunch today?" A: "Yes, I did."
  - Q: "Have you ever used a computer?" A: "Yes, I have."
- Questions that require the answerer to give more information or details are open-ended, because they "open" a conversation and provide an opportunity for new questions to be asked.
  - Q: "Why didn't you come to school yesterday?" A: "My son was sick and I had to take him to the doctor. Then I had to go to the drugstore to fill a prescription, …"
  - Q: "When are you available to work?" A: "I can work days and some weekends." Q: "What about evenings? "

Exercise I. Read the examples of appropriate situations for using close-ended and open-ended questions. Then add your own example. Share your ideas with the class.

A. When is it most appropriate to use close-ended questions and yes/no or short responses?

1. In an emergency	Medic: Are you allergic to penicillin? Patient: No
2. To make a quick report of work finished or unfinished	Manager: Did you finish everything on the list? Employee: Yes, just now.
3. At a job interview	

B.   When is it most appropriate to use open-ended questions and detailed responses?

1. At a party	Guest #1: So, how do you know Sue? Guest #2: Oh, we met in school. We had a lot of classes together…
2. At a job interview	Interviewer: What was one of your favorite jobs and why? Interviewee: I love math and I love teaching, so one of my favorite jobs was working as a high school math teacher after I

	finished my university studies.
3.	
4.	

Exercise II. Change the following questions from close-ended to open-ended questions, then practice asking and answering them with a partner.

1.   Nice weather we're having, isn't it?
2.   Did you like your last job?
3.   Are you tired?
4.   Do you like chicken?