

# Question Formulation Technique

## 1. The Q-Focus (question focus) :

read the focus information and/or look at the picture(s), situation or topic provided.

## 2. Produce Questions :

ask as many questions as you can - do not stop to discuss, judge, or answer any questions - write down every question exactly as stated - change any statement to a question.

## 3. Improve the Questions:

1. Identify close-ended 'C' (can be answered with one word or yes/no) and open-ended 'Q' (require explanation) questions
2. Think about advantages (+) and disadvantages (-) of each type of question and what information you will find for each.
3. Practice changing questions from one type to another.

## 4. Prioritize Questions:

choose three questions based on what actions you want to take (questions to address first, questions to explore further, most important questions, etc.). Why did you choose those questions?

## 5. Next steps / reflection:

you can now use or apply your questions and spend time thinking about questioning.