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Faculty: Create an Essay Response Template

Hart Wilson - 2019-02-09 - [0 Comments](#) - in [Faculty](#)

It is possible to supply a specific format for students to use in responding to essay questions. Being able to provide a template makes it easy to impose a particular structure for student responses. Enter text headings and provide text for students to type over as shown in this example. [This 90-second video](#) shows how to set up a template by inserting a table created in Word.

▼ **Response Template**


Response template

↓ ↶ ↷ **i** **B** *I* ☰ ☷ 🔗 ⚙️ 🖼️ ✕

Type One Heading 2
(Replace this text with your response.)

Type Two
(Replace this text with your response.)

Type Three



Describe four types of conflict resolution.

↓ ↶ ↷ **i** **B** *I* ☰ ☷ 🔗 ⚙️ 🖼️ ✕

Type One
(Replace this text with your response.)

Type Two
(Replace this text with your response.)

Type Three
(Replace this text with your response.)

Type Four
(Replace this text with your response.)