



## Quiz Checklist (before copying)

Remember - setting your quiz is a team responsibility, even if not all members of the team are involved in the compilation of the questions.

- Have you 8 rounds?
- Are they on different topics? (Don't have 2 rounds on the same subject.)
- Subjects should not be too specific or specialised.
- Don't use questions that you have set before as, from 2012-2013, they are all available online!!! People do check your previous quizzes before playing.
- Have you 8 questions per round?
- Is there at least 1 spare question per round?
- If there is a picture round, are the images clear?
- You must provide 4 copies of the pictures per quiz copy!!!
- Have your team proofread, to ensure there is no essential information missing from any questions?
- Currently, you will need to provide 12 copies of your quiz. The Administrator will email on the Tuesday morning before your quiz should additional copies be required.
- After the quiz has been played, email a copy to [i.gibson@lanccityquizleague.co.uk](mailto:i.gibson@lanccityquizleague.co.uk)