

Request to Scan REMARK EXAMS

Computing and Telecommunication Services

HEADER Information: Please print clearly.

Instructor: _____ No. of
Name: (Last Name, First Name) Questions:

Test Name: _____
(i.e. MTH 4333 01 or Clinical Lab Analysis Test 1)

Contact: _____ Dept: _____
(if other than Instructor)

Campus Number for Notification: _____ Date Submitted: ____/____/____

REPORTS to Print

- Test Statistic Report (automatic)
- ALL 6 STANDARD Reports (Don't want them all?, check individually below.)
- Student Statistic Report
 - Student Response Report
 - Test Item Statistic Report
 - Condensed Test Report
 - Class Frequency Distribution Report
 - Condensed Item Analysis Report
- Detailed Item Analysis Report
- Item Analysis Graph Report
- Student Grade Report (1 per student)

Electronic Delivery (default FileLocker)

- PDF (All 10 reports in .pdf format)

Exported DATA/SCORES

Excel Spreadsheet

- Standard/wrapped comma delimited text
- Continuous
- Condensed Other

Special Weighting

The default correct value is "1" per question; to change, record choices on the back.

- Multiple Answers or Extra Credit
Mark choices on the back.

EXPORT Options/Identification (FACULTY and STAFF Only)

Encrypted reports/files are shared through FileLocker. FileLocker uses your Campus account (**w999xxx**). You must authenticate at **fl1.wright.edu**. When accessing FileLocker off-campus, you must first sign into VPN. Contact the CaTS Helpdesk if you need assistance installing or using VPN on your machine.

FILELOCKER Enter WSU Account ID (w999xxx): _____

USB DRIVE

Deliver and Pick Up Exams in 035 Library Annex

Special Instructions

Time Submitted: _____

Initials: _____

Pickup
Signature: _____

Date: ____/____/____

-- For CaTS Processing Only --

Remark Archive _____ keep.txt

Remark Archive _____ keep.txt

Remark File(s) .pdf Initials: ____

.txt

.xls (standard/wrapped)

.xls (continuous)

.xls (condensed)

Special File: _____ Initials: ____

Reports Checked by: _____ Initials: ____

File Locker Sent by: _____ Initials: ____

Called By: _____ Initials: ____

WEIGHTING and EXTRA CREDIT

If you wish to change the weighting factor of one or more questions, please do so in the boxes below. For instance, if question 84 should be counted as "two" points, place a "2" under its Weight Value. If a question should be calculated as Extra credit only, mark an "X" in the box under Extra Credit.

MULTIPLE ANSWERS may be graded using "AND" or "OR" conditions.

AND = All marks must be chosen to be correct.

OR = One of these designated marks must be selected to be counted correct, but not more than one.

Weight Value	Extra Credit	Weight Value	Extra Credit	Weight Value	Extra Credit	Weight Value	Extra Credit
1		41		81		121	
2		42		82		122	
3		43		83		123	
4		44		84		124	
5		45		85		125	
6		46		86		126	
7		47		87		127	
8		48		88		128	
9		49		89		129	
10		50		90		130	
11		51		91		131	
12		52		92		132	
13		53		93		133	
14		54		94		134	
15		55		95		135	
16		56		96		136	
17		57		97		137	
18		58		98		138	
19		59		99		139	
20		60		100		140	
21		61		101		141	
22		62		102		142	
23		63		103		143	
24		64		104		144	
25		65		105		145	
26		66		106		146	
27		67		107		147	
28		68		108		148	
29		69		109		149	
30		70		110		150	
31		71		111		151	
32		72		112		152	
33		73		113		153	
34		74		114		154	
35		75		115		155	
36		76		116		156	
37		77		117		157	
38		78		118		158	
39		79		119		159	
40		80		120		160	

Enter QUESTION Number(s)	(mark one per question)	
	AND	OR
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>

Alternate contact: (Not Required) Special use only

Email address: _____@wright.edu
