



LAUPUS LIBRARY

OpScan Grading Request (Remark Software)

Professor's Printed Name: _____ Phone #: _____

Department: _____ Number of Sheets (including key): _____

Course Name/Number: _____ Section #: _____

Type of Report(s): **Printout Options**

- Test Statistics Respondent Statistics Frequency Distribution
- Item Statistics Item Analysis

PDF File Options (CD or USB drive provided by client)

- Test Statistics Respondent Statistics Frequency Distribution
- Item Statistics Item Analysis Grade Reports

RTF File Options (CD or USB drive provided by client)

- Test Statistics Respondent Statistics Frequency Distribution
- Item Statistics Item Analysis Grade Reports

Excel File Options (CD or USB drive provided by client)

- Test Statistics Respondent Statistics Frequency Distribution
- Item Statistics Item Analysis

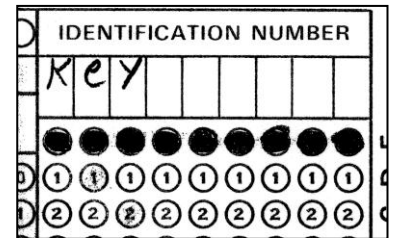
Grading Scale	
<i>(Please specify minimum score)</i>	
Grade	Minimum Score
A	
B	
C	
D	
F	

Special Instructions:

Things to Remember for Efficient OpScan Test Grading

When bringing in tests to be graded, remember to do the following:

1. Have OpScan Request Form filled out completely.
2. Have your answer key on top with the identification code bubbled in "000000000," as shown to the right.
3. Make sure all of your tests are facing up in the same direction with the timing marks on the same side.
4. Have your tests bound together by a rubber band, paper clip, or some type of folder or envelope. Do not staple the tests together.
5. Do not include any sheets other than the OpScan sheets. We are not responsible for copies of the test, roll sheets, or anything else that may be accidentally included with your tests.



Complete this section when picking up graded exams. A valid picture ID is required.

Client's Signature: _____ Date: _____

Exams graded by: _____

Details of Various Report Options

- **Test Statistics:** Provides an overview of the test results, contained in one table. The following statistics are displayed: number of tests graded, number of graded items, total points possible, maximum score, minimum score, median score, range of scores, percentile (25 and 75), inter quartile range, mean score, variance, standard deviation, confidence interval (1, 5, 95 and 99%), Kuder-Richardson Formula 20 and coefficient (Cronbach) alpha.
- **Respondent Statistics:** Provides a variety of statistics based on the current grade operation including grade, total score and percent score for each student.
- **Frequency Distribution:** Illustrates the dispersion of students over the selected interval. The table displays the selected interval, the start range, the end range and the number of students that fall within that range.
- **Item Statistics:** Provides various statistics for each particular item (or question) contained within the current set of data being reported on. The following statistics are displayed: sample size, number missing, mean, variance, standard deviation, standard error, minimum, maximum, median, range, sum, sum of squares, skewness, Kurtosis, T-value, mean absolute deviation, percentile (25,50 & 75), inter quartile range, confidence intervals, P-value and point biserial.
- **Item Analysis:** Provides an in-depth look at individual question statistics, with each item displaying in a separate table. The following statistics are displayed: label, value, frequency, percent and point biserial.
- **Grade Reports:** Provides a detailed student grade report for each student included in the grade operation. Each report will show the student's overall grade, percent score, total score and lists all incorrect responses followed by the correct response for each.

*Note: Sample reports are available if you'd like to see how the actual printouts will appear.