

Exams will be graded within 24 hrs

CAMPUS

Exam Scan Request Form

Data Center: 859-257-2222
Last modified: 05/14/2019

http://www.uky.edu/its/enterprise-systems/data-center

Date:

Last Name:

First Name:

Department:

Phone #:

Authorized person(s) to pickup test/scan results (must show ID):

Person 1:

Person 2:

On the back of the **KEY** sheet, fill in 'A' and 'I' in the "DO NOT WRITE" space.
On the **WEIGHT** sheet (if there is one), fill in the 'B' and the 'II' in the "DO NOT WRITE" space.

COMPLETE THE FOLLOWING:

Test Identification:

Number of Exam Questions :

Number of Rejected Questions:

List Rejected Questions here: _____

Question Grouping - If you're grouping questions, identify which questions are associated with each group:

Qty: Group 1:

Qty: Group 2:

Qty: Group 3:

Qty: Group 4:

Qty: Group 5:

Qty: Group 6:

Qty: Group 7:

Qty: Group 8:

Qty: Group 9:

Qty: Group 10:

SCAN RESULT OUTPUT OPTIONS:

INSTRUCTOR OUTPUT:

Number of Copies of Instructor Output:

Do you want Frequency Distribution & Statistical Output? Yes No

Sort by: **Name** Yes No

Raw Score Yes No

Special Codes Yes No

Weighted Score Yes No

UK ID Number Yes No

STUDENT OUTPUT:

Do you want a report for each student showing their results? Yes No

Sort by: **NAME** (or) **SPECIAL CODES**

E-MAIL OUTPUT:

Output files to be e-mailed: .csv .out .dat .pdf

Append to email-1: []
[]
[]
[]
[]
[]

E-mail 1:

E-mail 2:

Comments:

DO NOT WRITE IN THIS AREA - FOR DATA CENTER USE ONLY.

Scanner Program Name: Test Tenresp

Dataset Name:

If Rescanned:

Scanning completed by: _____

Sheets: _____