The test scanning program can provide an individual student error report and a question analysis report. It can also provide a file of the test scores that can be copied to a USB storage device. Please complete the items indicated below and include this form with your exam sheets and answer key.

Submitted by: ____________________________________________  □ Faculty  □ Student  □ Staff

Phone: ____________________________________________  Instructor: ____________________________________________

Department/Course Number: ____________________________________________

Campus Address (building and room number): ____________________________________________

Highest Number of Questions (1-200): _________  Total Number of Answer Keys (normally one): _________

Individual Student Error Report?  □ Yes  □ No

□ Percentage Score  OR  □ Raw Score

Report Title: ____________________________________________

Skip Question(s): ____________________________________________

Point Value(s) – point values must be whole numbers from 1 to 9. Do not include skipped questions.

Points for Question(s): ___________________________________________________________________

Points for Question(s): ___________________________________________________________________

Points for Question(s): ___________________________________________________________________

Points for Question(s): ___________________________________________________________________

Points for Question(s): ___________________________________________________________________

Points for Question(s): ___________________________________________________________________

Copy scores file to your USB storage device?  □ No  □ Yes – File name: ______________________________

Send file to your UMKC e-mail: ________________________________________________________________

Sheets Received and Scanned (IS Staff)  Date: ________________  Initials: ______________________________

Exam Sheets and Results Picked Up  Date: ________________  Initials: ______________________________