Quick Reference Card

Marking the Key with Test Scoring Options



To mark a form as a key, make marks in the key marking row (found immediately above question 1).

Scantron Score

[%][2][3]	KEY
[%] 3]	KEY
[%] 	KEY

To print correct answers (alphabetic) and raw score: Mark bubbles 2 and 5. To print correct answers (numeric) and raw score: Mark bubbles 2, 3, and 5.



C%JC2JC3J **=**

KEY

To add the percent correct:

Mark the % bubble in combination with other marks as shown above.

To score side 2:

Mark bubble 5 ONLY in the key marking row of side two. Your scoring options will carry over to side two.

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To error mark and print raw score (required): Mark key bubble 5.