

TEST SCORING REQUEST

Cherwell incident

ECS - Enterprise and Cloud Services

I. Request Information:

Instructor: CoyoteID: Date:
Phone: Campus email:
Term/Year: Dept.: Room #:
Course Abbrev: Course #: Section #:

II. Test Information:

No. of sheets enclosed: No. of Versions of test:
** if more than one version, enter the order of questions:*
Test Number: Version 2:
Version 3:
No. of Question on the test: Version 4:

III. Processing Options:

Specify Scoring: Yes No *If "No" the default value per question is 1 point each.*
If Yes, complete the following:

	+pts right	-pts Wrong	-pts blank	Qstn range
e.g.	2.5	0	0	1-50
P-group 2:				
P-group 3:				
P-group 4:				
P-group 5:				

Compute Subtotals: Yes No
If Yes, enter the following subtotals:
S-group 2:
S-group 3:
S-group 4:
S-group 5:

Rescale scores to 100: Yes No
Round scores to nearest whole number: Yes No

IV. Report Options:

Include Frequency distribution of scores	<input type="radio"/> Yes <input type="radio"/> No
Include histogram of scores	<input type="radio"/> Yes <input type="radio"/> No
Include item analysis	<input type="radio"/> Yes <input type="radio"/> No
Include individual results, N=post listing	<input type="radio"/> Yes <input type="radio"/> No
Show test version on printout for student	<input type="radio"/> Yes <input type="radio"/> No
Show correct answers on result sheets	<input type="radio"/> Yes <input type="radio"/> No

V. Distribution:

Return Answer Sheets *(If No, they will be destroyed after 30 days)* Yes No
If multiple marks on the answer sheet are found, select one answer: Erase answer Pull sheet
Select Electronic format: PDF Text Blackboard *(provide required information below)*
Column Name:
Column ID:
Column ID information:
<https://www.csusb.edu/its/support/knowledge-base/75716>
HARD COPY BY REQUEST ONLY:
If a hard copy is needed, please write below "hard copy"

*** Enterprise and Cloud Services (ECS) is committed to the campus paperless initiative.**

Received by: TSC Processed by (initial): _____ Completed date: _____