ParScore GRADING INSTRUCTIONS

Please complete **one form per scoring job** and include it with your ParScore test forms and keys.

Instructor's Name _____ *Course & Section Number (MGT 3013.004)* _____

Grading Criteria

Exam #	Quiz #	Other

ANSWER KEYS: # of Keys _____ # of Versions _____

POINT VALUE: _____ (# of Questions) **X** _____ (Point per Question) **=** _____ (Total Points)

WEBCT/BLACKBOARD: If uploading grades to WebCT/BB, specify column heading below

_____

NOTE: The grade release status on the Blackboard or WebCT grade book is up to the instructor.

Comments/Special Instructions (e.g. multiple answers, essay questions, bonus questions)

_____

_____

_____

Reports

Make report selections or no reports will be generated

ROSTER REPORT:	☐	All Categories	**OR**	☐ Selective Categories
ITEM ANALYSIS:	☐	Standard	**OR**	☐ Detailed
SCORE DISTRIBUTION:	☐	Percentile	**AND/OR**	☐ Histogram
CLASS RESPONSE:	☐	With Answer Key	**OR**	☐ Without Answer Key
STUDENT TEST REPORT:	☐	With Answer Key	**OR**	☐ Without Answer Key

STAFF USE ONLY

Date	Time Start	Time End	Grader	# of Students	Report	Upload