

# Performance Matters

## Answer Key Only (AKO) and Scanning

Warren Consolidated School District

**1** Click the **New Test** button in the **Tests** tab.

**2** Change the Answer Key Only slider to **ON**.

**3** Use the Select Answer Set drop down to change response options/Change Number of Items.

Enter the number of items on your test

Select Answer Set: ABCD

Number of Items: 1

Cancel OK

Attributes Add Answer Set Section

**4** Edit Test Properties

Assessment Title: Bubble Sheet Test

Assessment Description: 2000 character limit

Assessment Category: School Assessment

☒ Restrict Item Results from the Portal

Course Types: Social Studies

Grade Levels: 1

Performance Band Preview: 0 20 40 60 80

Performance Band Select: Default WCS Performance Band

Create New Band

Standards Distribution

**5** Administration

SAM Test ID

☒ Private

☐ Restrict Access to Download Test

☐ Show Points (BBCard)

Administration Window

Delete Window

03/25/2019 to 04/25/2019

OLA ☒

✓ Scan Sheets ☒

**Performance Matters**

☐ Primary Bubbles

☐ Add Writing Lines to Extended Text Items

☐ Add Wide Ruled Extended Text Items

☒ No Writing Lines

☐ GradeCam

Enter/Edit Responses ☒

Modify Testing Window: defaults to one month

Defaults to: Add Writing Lines

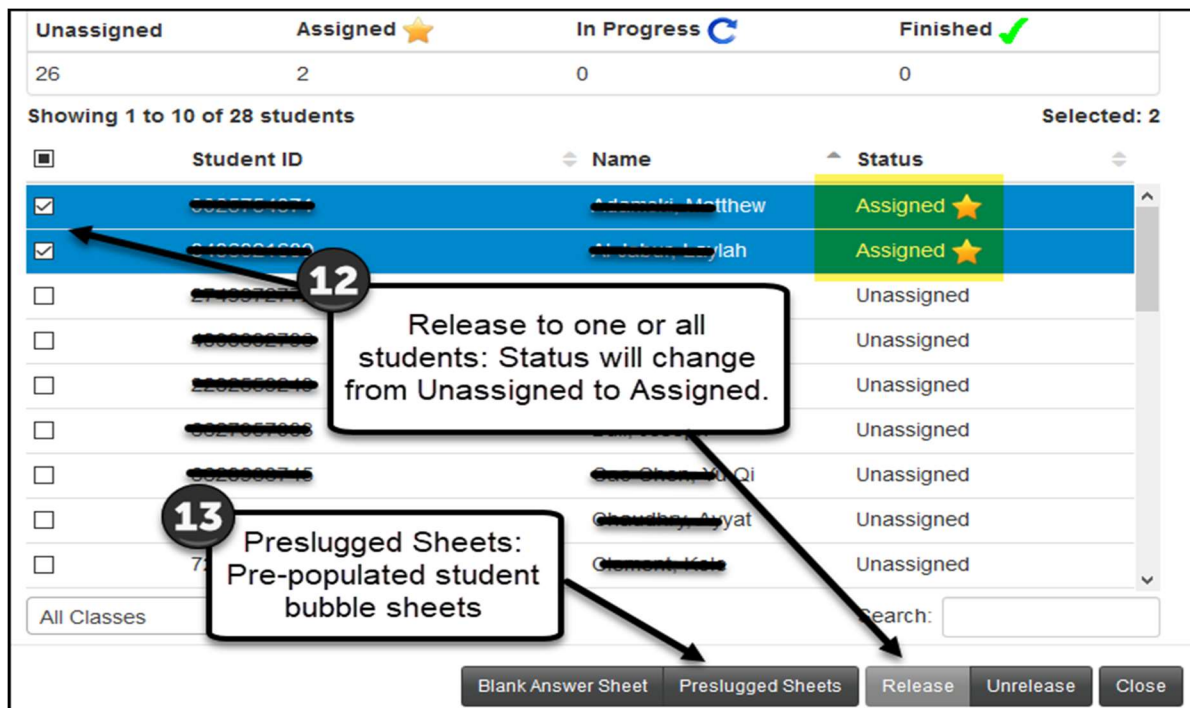
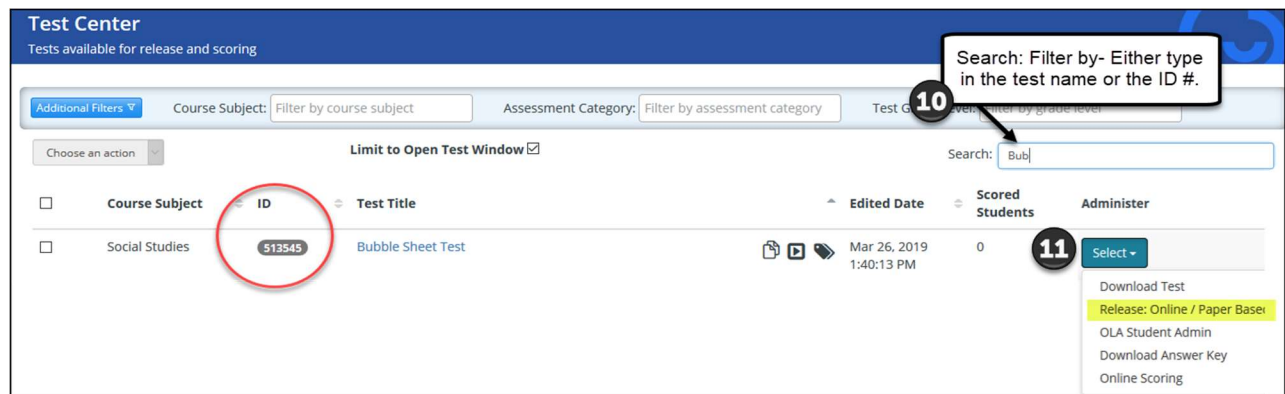
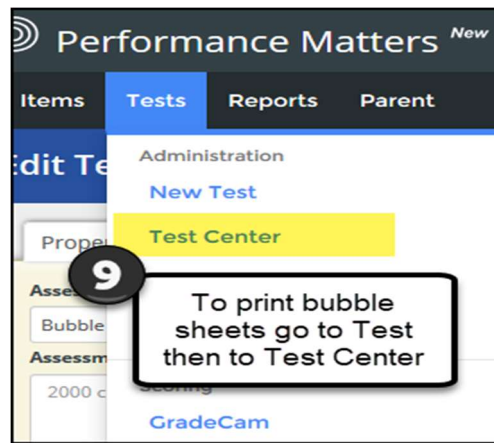
**6** Select the correct answer.

**7** Answer Key Only: On

**8** After the Test is saved a Test ID will be generated.

Test 513545

Item #	Label	Item Weight	Item Type	Answer Set	Correct Answer / Rubric	Standard Alignment	Delete
1-1		1	Choice	abcd	a		Delete
1-2		1	Choice	abcd	b		Delete



School Name:	Black Elementary School	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>14</b> Sample Bubble Sheet         </div>	Test ID:	3004849
Test Name:	Bubble Sheet Test		Test Event ID:	3006713
Teacher Name:	MENZO, STACEY		Client ID:	3100350
Student Name:	██████████		Barcode:	0248651720
Student Code:	██████████		Teacher ID:	5020572

Student Answers				
1-1	(a)	(b)	(c)	(d)
1-2	(a)	(b)	(c)	(d)

