

Generate Answer Sheets

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Test Detail

From the Test

Detail screen,

click on

Answer

Sheets.

Online Passcode: JIHEQYM2

Test Stage [Private Draft](#) [Public Draft](#) [Ready To Schedule](#) [Scheduled](#)

20131028-share-with-teacher316 [1655]

Test Actions

- Copy Test
- Answer Sheets**
- Score Test
- View Usernames
- Download Test (pdf)
- Download Test (Word)
- Download Answer Key
- Cover sheet
- Preview Online Test
- Proctor Dashboard
- Data Collection Status

Test Content

Item	
1	Multiple Choice During a data work
2	Multiple Choice A pyramid measuring pyramid

Generating Answer Sheets

The screenshot shows the 'Answer Sheet Generator' interface. At the top, there are navigation links: 'HOME BASE', 'NC INSTRUCTIONAL IMPROVEMENT SYSTEM', 'School & District Data', 'Classrooms', and 'Assessment Adm'. Below these are sub-links: 'Reports & Indicators', 'Rosters, Reports, Fanners', and 'Create & Monitor'. A notification box states: 'Your file is being created. We will let you know here when it is ready. Please note that your file, once ready, will only be available for download for 24 hours.' The main content area includes: '20131028-share-with-teacher316[1655] View Details', 'Passcode: JHFCQYM2', 'Test Stage' (Private Draft, Public Draft, Ready To Schedule, Scheduled, In Progress, Completed), 'SUBJECT: Mathematics', 'GRADE LEVEL: 09', 'ADMINISTRATION DATES: 10/29/2013 - 11/12/2013', and 'COLLECTION STATUS: Not Started'. A 'Section Search' form is filled with: School Type: High School, School: High School 424, Grade Level: 09, Department: ELECTIVE ACTIVITIES, Course: -- All Courses --, Teacher: Teacher 315, K. Below the search form, it says 'Your search returned 10 sections.' and 'Results 1 - 10 of 10'. A table lists 10 sections with columns for 'Section', 'Teacher', and '# of Students'. A red circle highlights the 'Generate Answer Sheet' button at the bottom of the table.

Section	Teacher	# of Students
<input type="checkbox"/> 52157X0S AP Music Theory (10 12) Teacher239246	Teacher 315, K	3
<input type="checkbox"/> 52585X0SB Band (Advanced) Honors Teacher239246	Teacher 315, K	8
<input checked="" type="checkbox"/> 52562X0SB Band (Beginning) Teacher239246	Teacher 315, K	35
<input type="checkbox"/> 52562X0SB Band (Intermediate) Teacher239246	Teacher 315, K	24
<input type="checkbox"/> 52575X0SB Band (Proficient) Honors Teacher239246	Teacher 315, K	7
<input type="checkbox"/> 52562X0SA Band (Intermediate) Teacher239246	Teacher 315, K	27
<input type="checkbox"/> 52585X0SA Band (Advanced) Honors Teacher239246	Teacher 315, K	8
<input type="checkbox"/> 52575X0SA Band (Proficient) Honors Teacher239246	Teacher 315, K	13
<input type="checkbox"/> 52982X0S Jazz Ensemble (9 12) Teacher239246	Teacher 315, K	10
<input type="checkbox"/> 52552X0SA Band (Beginning) Teacher239246	Teacher 315, K	42

Choose the section (s) and then click “Generate Answer Sheets.” You will get a message box letting you know your file is being created.

Generating Answer Sheets

Welcome, KI | Sign Out | My Account | Help

You have received a new notification. To view new notifications, click the red icon above.

Answer Sheet Generator

20131028-share-with-teacher316f1655f [View Details](#)
Passcode: JIHEQYML2

Test Stage: **Private Draft** Public Draft Ready To Schedule Scheduled In Progress **Completed**

SUBJECT: Mathematics
GRADE LEVEL: 09
ADMINISTRATION DATES: 10/29/2013 - 11/12/2013
COLLECTION STATUS: Not Started

Section

Section Search **Your search returned 10 sections.**

School Type:	Section	Teacher	# of students
High School	<input type="checkbox"/> Section		
School:			
High School 424	<input type="checkbox"/> 52157X0S AP Music Theory (10 12) Teacher/239246	Teacher 315, K	3
Grade Level:	<input checked="" type="checkbox"/> 52585X0SB Band (Advanced) Honors Teacher/239246	Teacher 315, K	8
09	<input type="checkbox"/> 52552X0SB Band (Beginning) Teacher/239246	Teacher 315, K	35
Department:	<input type="checkbox"/> 52562X0SB Band (Intermediate) Teacher/239246	Teacher 315, K	24
ELECTIVE ACTIVITIES	<input type="checkbox"/> 52575X0SB Band (Proficient) Honors Teacher/239246	Teacher 315, K	7
Course:	<input type="checkbox"/> 52562X0SA Band (Intermediate) Teacher/239246	Teacher 315, K	27
-- All Courses --	<input type="checkbox"/> 52585X0SA Band (Advanced) Honors Teacher/239246	Teacher 315, K	8
Teacher:	<input type="checkbox"/> 52575X0SA Band (Proficient) Honors Teacher/239246	Teacher 315, K	13
Teacher 315, K	<input type="checkbox"/> 52982X0S Jazz Ensemble (9 12) Teacher/239246	Teacher 315, K	10

Include sections not assigned to the test

When your file is created, you will get a notification in the upper right hand corner.

Download and Print Answer Sheets

Click on the notification and you will see the message "Your answer sheet is ready for download." Now you can download and print your answer sheets.

HOME BASE NC INSTRUCTIONAL IMPROVEMENT SYSTEM

School & District Data Reports & Indicators Classrooms Rosters, Reports, Planners Assessment Administration Create & Monitor

Answer Sheet Generator

20131028-share-with-teacher31616551 [View Details](#)
Passcode: JIHEQYMW2

Test Stage: **Private Draft** **Public Draft** **Ready To Schedule** **Scheduled** **In Progress** **Completed**

SUBJECT: Mathematics ADMINISTRATION DATES: 10/29/2013 - 11/12/2013
GRADE LEVEL: 09 COLLECTION STATUS: Not Started

Section:

Section Search

School Type:

School:

Grade Level:

Department:

Course:

Your search returned 10 sections.

Results 1 - 10 of 10

Section	Teacher	# of Students
<input type="checkbox"/> 52157X0S AP Music Theory (10-12) Teacher239246	Teacher 315, K	3
<input type="checkbox"/> 52585X0SB Band (Advanced) Honors Teacher239246	Teacher 315, K	8
<input checked="" type="checkbox"/> 52562X0SB Band (Beginning) Teacher239246	Teacher 315, K	35
<input type="checkbox"/> 52562X0SB Band (Intermediate) Teacher239246	Teacher 315, K	24
<input type="checkbox"/> 52575X0SB Band (Proficient) Honors Teacher239246	Teacher 315, K	7

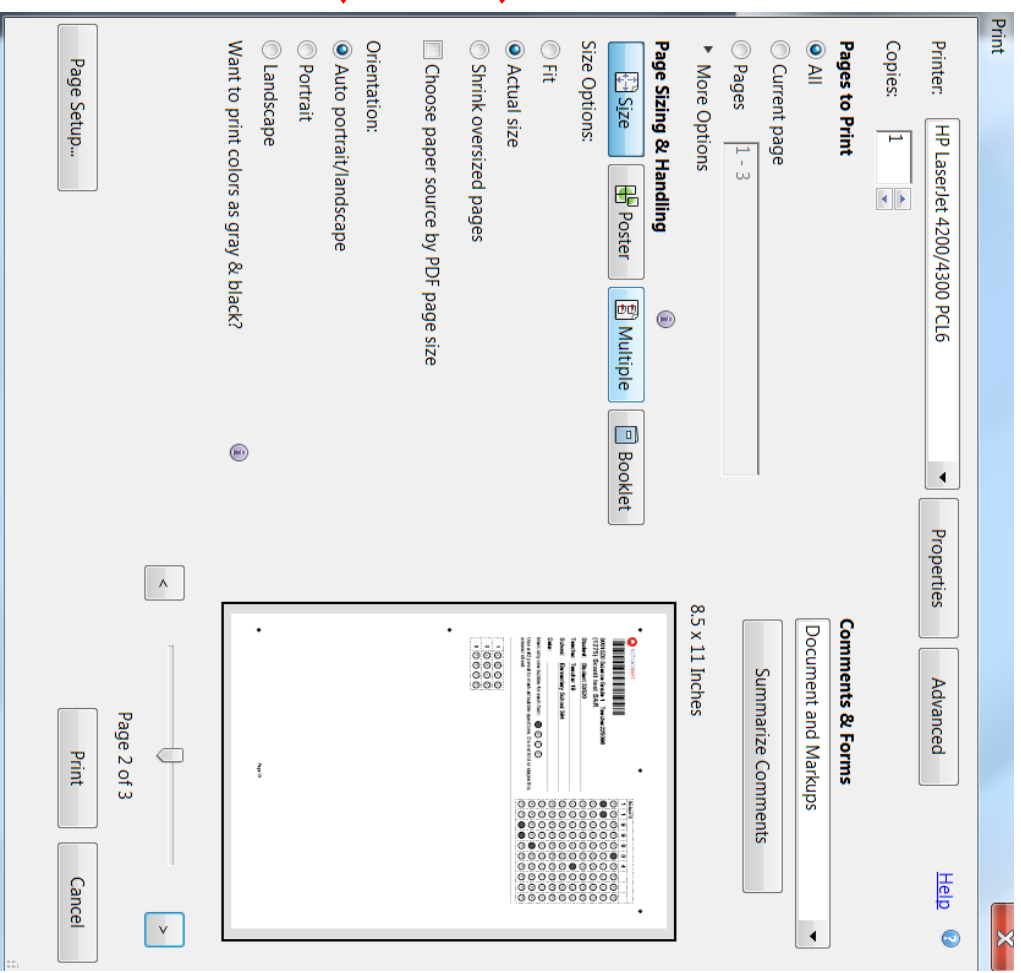
[Generate Answer Sheet](#)

Plain Paper Printing

Most printers that can accurately print a Schoolnet answer sheet as rendered in the generated PDF are supported. Printers must render the page faithfully without a noticeable variation in contrast within a page, as is typical when a page is printed from a printer low on ink/toner. Legibility of the bar code in the upper right of the answer sheet is critical for successful scanning to ScanIt; low-quality inkjet printers or thicker papers may diminish the quality of the printed barcode.

Plain Paper Printer Settings

- The following printer settings are suggested:
 - For Size Options, select **Actual Size**
 - For Orientation, select **Auto**



Plain Paper Printer Settings

- If you have a different version of Adobe Acrobat Reader, your print options should be:
 - For Page Scaling, select **None**
 - And the check the box for **Auto-Rotate and Center**

