

# OPTICAL SCORING OF EXAMS

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- Optical Scoring of exams by the CT Operations Center has always been based upon a policy of next business-day turnaround. With full time Operations Staffing, we were usually able to accommodate a much shorter turnaround - most often within a couple of hours.
- Due to retirement and organizational changes within the Division, we do not staff the Operations area on a full time basis.
- As a result, our policy is next business day if we scan the exam for you.
- Exam scoring will be done between 8am and 10am each day.
- Exams delivered during the day to the Center will be processed the following business day (M-F).
- Once scanned, results will be emailed to you.
- After scanning, the grading sheets will be placed in the cabinet near the scanning station for you to pick up.
- As an alternative, CT will be happy to show any faculty or staff how to scan their own exams for immediate turn-around in the ground floor of Memorial Hall.
- As of May 2008, all faculty evaluations have moved to [OnlineCourseEvaluation.com](http://OnlineCourseEvaluation.com) with setup by Institutional Research.