OPTICAL SCORING OF EXAMS

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Optical scoring of exams are processed by users using the Apperson DataLink 3000 scanning stations. The scanning stations are located in Allen Hall, Belknap/Retan, Elliott, Grant Science, Pinecrest, South Hall, and the Sayre campus in the Patterson building.

The test results can be analyzed using the Apperson DataLink software. The software is available for all Mansfield University faculty members. For assistance with the installation of software, please contact the University's help desk via helpline@mansfield.edu or 570-662-4357.

Documentation is available on Mansfield University's shared drive located at M:\Apperson\Documentation. This folder contains documents that will assist users with understanding the basics of the test scanning and evaluation process.

The student database that represents the current semester student information is available on Mansfield University's shared drive located at M:\Apperson\Database. This folder contains current and previous semester details. The database information is added to the folder at the beginning of the Fall and Spring semesters.

Additional training and FAQs are available at the Apperson website located at http://www.apperson.com/learning-center. This site will provide videos on various topics of interests and other in-depth information.

Test scanning forms are available directly from Apperson. Campus Technologies will not stock any forms for test scanning. The forms can be ordered using the following website: http://www.apperson.com/store .