TestAnyTIme

How to Score Captured Image (Datazone)?

1.) Select 'Zone Editor' (See Purple Box).
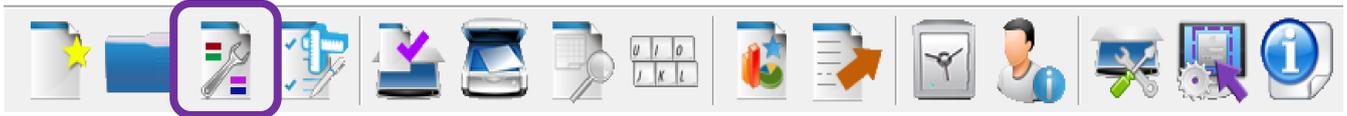
2.) Select 'Data Zone' icon (see below).

3.) Draw a box around the areas of the form you wish to capture an image from.

4.) Select 'Test Design'

5.) Select 'Questions' tab and right click on the datazone you drew in Step 3.

6.) Select 'Edit Question'

7.) Make sure the question type is set to "Open-End"

8.) Provide an answer key to the image question

9.) Tick "Score this question" and provide a score for this question

Once you have scanned forms into TestAnyTime….

10.) Select "Manual Key Entry"

11.) The question (captured image) can now be reviewed with answer key and score.

NOTE: The score set in Step 9, will be restricted to the value assigned.

E.g. if 5 is set, only a score of 5 or below is.