

GradeCam™ Quick Reference Guide

About GradeCam

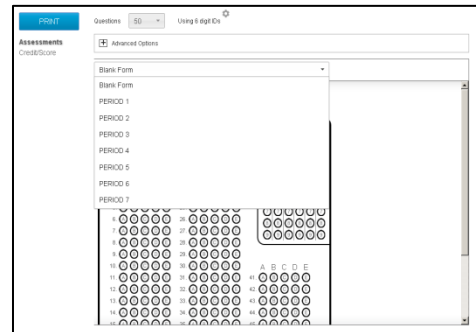
GradeCam makes it possible to instantly capture student assessment scores and assignment data using a web or document camera.

The dynamic pairing of DataDirector™ with GradeCam provides a time efficient and affordable means of capturing student results to inform and improve classroom instruction – in fact, you can take advantage of GradeCam's many exciting features without ever leaving your DataDirector site.

Creating a GradeCam Answer Sheet

No matter what type of work you would like to do with GradeCam, you will need to have a GradeCam answer sheet to get started. Click the **Create Assessment** link in the Assessment Module to get started. Then:

1. Click the **Print Answer Sheet** link in the **New GradeCam Assessment** section.
2. Choose the number of questions you would like on your sheet.
3. If desired, select your class period from the drop down menu. This will pre-slug your answer sheets with student IDs and names.
4. Click **Advanced Options** to remove bubbles or change the size of the document.
5. Click the **Cog** next to **Using X Digits** to set the number of digits to allow for Student IDs.
6. Click **Print**.



Creating a GradeCam Assessment

GradeCam offers a straightforward path for simple assessment creation. Click the **Create Assessment** link in the Assessment Module to get started. Then:

1. Click on the **New GradeCam Assessment** link.
2. Enter a name for your Assessment.
3. Leave **Assessment** selected in the drop-down menu.
4. Enter the number of questions you will have on your Assessment.
5. Enter the date you will administer your Assessment.
6. Enter a description (if desired).
7. Click **Done**.
8. Print student answer sheets (if not already prepared).
9. Bubble in and scan your answer key.
10. Scan student answer sheets.
11. Review the Item Analysis Report and save results to DataDirector (if desired).

Questions? Please contact your Account Manager.

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Creating a *GradeCam* Score or Credit Assignment

GradeCam offers a straightforward path for simple Assessment creation. Click the **Create Assessment** link in the Assessment Module to get started. Then:

1. Click on the **New GradeCam Assessment** link.
2. Enter a name for your assignment.
3. Choose either **Credit** or **Score** from the drop-down menu.
 - A **Credit Assignment** is good for a simple complete / not complete assignment. Set the assignment value, bubble in student scores and scan. Students will either receive full credit or no credit for the assignment.
 - A **Score Assignment** allows you to enter raw score information. Set the **Max Score**, bubble in student scores and scan.
4. Click **Done**.
5. Print student answer sheets (if not already prepared).
6. Scan student answer sheets.
7. If you wish to incorporate results into *DataDirector* for in-depth reporting, use your **hotkey** to collect student score information and copy it into your grade book document.

Enabling a *DataDirector* Assessment for *GradeCam*

DataDirector makes it easy to enable any compatible *DataDirector* Answer Sheet Assessment for use with *GradeCam*. Compatible assessments must:

- Be an Answer Sheet Assessment fewer than 100 questions in length
- Be a single-section assessment with no virtual or separate test sections
- Consist of only multiple-choice questions from
- Contain a maximum of 5 bubble choices per question
- Exist in the current assessment year

If your assessment meets these criteria, you are ready to use it with *GradeCam*! To get started:

1. Open your assessment as normal.
2. Under Assessment Options, find and click the **Begin scanning with GradeCam** option.
3. Print student answer sheets (if not already prepared).
4. Bubble in and scan your answer key (if not previously entered).
5. Scan student answer sheets.
6. Review the Item Analysis Report (if desired). Results are automatically sent to the *DataDirector* assessment.

For more information on using *GradeCam* with *DataDirector*, please contact your Account Manager.

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