



SCANNING SERVICES

BEST and the Office of the Vice Provost for Undergraduate Education are excited to share with you some important updates as we move into the busy fall semester.

Reports generated from the scanning of classroom exams (previously called Digatek) will now be available through a new platform called DigitalDesk. DigitalDesk is an online suite of tools that gives a-instructors more power and flexibility over their Scantron tests and the resulting data that is generated. Faculty will be able to manipulate test keys, run analytics, and utilize features that weren't possible before. Faculty will save time and be able to work more efficiently by taking advantage of new options to:

- Manage answer keys
- Manage student information
- Add bonus points
- Weight answers
- Award partial credit
- Rescore exam without returning to BEST
- Post and distribute scores to students from any computer

DigitalDesk will also allow instructors to download pre-formatted data files that can be uploaded easily into Canvas to assign grades. Scantron forms will still need to be brought to BEST for scanning. However, once the forms are scanned, instructors are in the driver's seat. For example, if an instructor finds an error in the answer key, s/he will be able to correct the answer key online, and the scores will be updated instantly. DigitalDesk has been used successfully at other Big Ten institutions, and we are excited to be able to offer it here at IU.

Training for faculty on DigitalDesk will be provided. Please watch your email for more information.



ONLINE COURSE QUESTIONNAIRE

In 2012 the Bloomington Faculty Council approved the implementation and usage of a new Online Course Questionnaire for end-of-term course assessments. We invite you to learn more about this migration from the long used paper-based assessment to an online tool.

The Online Course Questionnaire (OCQ) consists of at least four core quantitative questions intended to help instructors improve their courses as well as five core "student-access" questions intended both to help instructors improve their courses and to provide information about student satisfaction and experience with the course, and two qualitative (open-ended) questions. Student-access items will be made available to students when the class size is five or more. In addition, data for any instructor are released only beginning with the third semester of instruction at IUB.

Faculty are also encouraged to utilize IUpulse, a formative feedback tool designed to help instructors assess students' learning needs and areas of perceived understanding. IUpulse is accessible within Canvas for the Bloomington campus. It provides an anonymous and safe way for students to submit immediate feedback to instructors. Through this tool, instructors can take the "pulse" of the classroom to address questions or concerns prior to mid- and end-of-term evaluations. IUpulse provides instructors with an additional avenue to communicate with a diverse learner population and allows instructors to refine their teaching methodologies.



TESTING SERVICES

BEST administers placement exams in mathematics and foreign languages and exemption exam in biology and calculus to thousands of incoming freshmen and other undergraduates each year. We also administer the Graduate School Foreign Language Exam for French, German, and Spanish to graduate students who need to show proficiency in those languages for degree requirements.

In addition, BEST serves as a test administration site for a number of national exams, providing convenient local access to the SAT, GRE, PRAXIS, LSAT, MCAT, and other widely-used admissions and certification exams.

PROCTORING SERVICES

We at BEST regularly proctor exams for students enrolled in online/distance-learning courses at IU regional campuses and other institutions worldwide. Exams are administered exactly according to the directions of the test sponsor. Testing is done by appointment and must be scheduled in advance of the desired test date. Convenient appointments at a mutually agreeable time may be arranged during the day, in the evening, or on the weekend. A fee to the student is charged for this service and is based on the time limit of the exam. Interested parties may call John Bean, Testing Services Administrator, at (812) 856-0684 for more information



Indiana University Bloomington Evaluation Services and Testing (BEST) is a division of the Office of the Vice Provost for Undergraduate Education. We assist faculty, students and administrators with assessment, evaluation and testing.

We administer a wide variety of national, institutional and computer-based exams in conjunction with national test organizations and Indiana University academic departments. Our testing services include placement exams, standardized testing and proctored exams.

We offer scanning services for the scoring of tests, surveys and evaluation instruments.

Our Mission

Assessment, evaluation, and testing are essential processes in teaching and learning. The IU Bloomington Evaluation Services and Testing (BEST) helps IU faculty, students, and administrators with these activities through:

- Consultation with departments and individual faculty concerning assessment of student learning, evaluation of teaching, and educational surveys.
- Research and development of technologies used for testing, evaluation, and grade keeping.
- Development and maintenance of a system for course evaluation (Multi-Op) which is used by most IUB departments.
- Administration of placement tests and national standardized tests.
- Machine scoring of tests, surveys, and evaluation instruments.

OUR STAFF

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For more information concerning our services please visit
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INDIANA UNIVERSITY
FULFILLING *the* PROMISE



BEST

Bloomington Evaluation Services and Testing

New Faculty Orientation

Fall 2016

