



## Remark Classic OMR User Guide

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**Remark Classic OMR Overview**

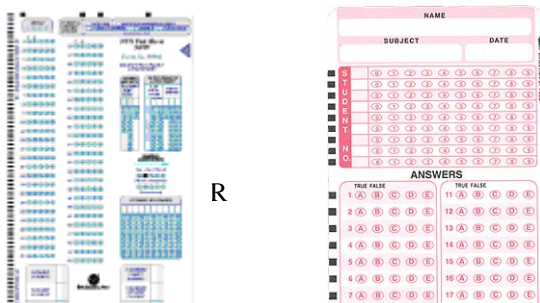
**Remark Classic OMR®** is a powerful software package for collecting data from OMR (“fill-in-the-bubble”) forms. Once collected, the tests or surveys can be quickly analyzed using the included **Remark Quick Stats®** package. With a few button clicks you can scan and recognize data from your forms and grade a test or analyze a survey... all in one cost-effective package! The sophisticated test analysis includes the ability to track progress on learning objectives, grade multiple versions of a test, and much more.

Remark Classic OMR works with Sekonic SR-410 / SR-3500 / SR-6500 OMR scanners and forms. The software comes pre-loaded with definitions for many of the popular standard forms in use today. Form definitions for other custom forms can be created using the included template editor functionality. Remark Classic OMR allows you to continue working with the other packages you already use and know. Data can be exported to 30+ formats, including Access, Excel, SPSS and ASCII. Test results can be exported to common gradebook packages, and reports can be exported to PDF, HTML and other formats.

**Example Applications and Forms**

Remark Classic OMR is used for many different applications and with many types of forms. The software ships with pre-defined templates for many popular standard forms. The product is well suited and widely used for processing tests and assessments, evaluations, surveys and many other types of forms. Users come from many industries including education (primary and higher education), medical, market research, corporate, government and non-profit organizations.

Forms are typically purchased from a vendor such as Lincolnshire Printing (omrscan.com) However, your Sekonic supplier will be happy to work with you to develop and secure forms.



R

General Purpose Answer Sheet  
For Remark Classic OMR  
By Gravic, Inc.

Date of Birth			Identification Number										Special Codes				Sex	Grade/Education													
MM	DD	YY	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	M	F	0	1	2	3	4	5	6	7	8	9	
JAN	01	00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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MAR	03	02	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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JUNE	06	05	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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SEPT	09	08	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
OCT	10	09	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5				
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2	A	B	C	D	E	12	A	B	C	D	E	22	A	B	C	D	E	32	A	B	C	D	E	42	A	B	C	D	E
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7	A	B	C	D	E	17	A	B	C	D	E	27	A	B	C	D	E	37	A	B	C	D	E	47	A	B	C	D	E
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9	A	B	C	D	E	19	A	B	C	D	E	29	A	B	C	D	E	39	A	B	C	D	E	49	A	B	C	D	E
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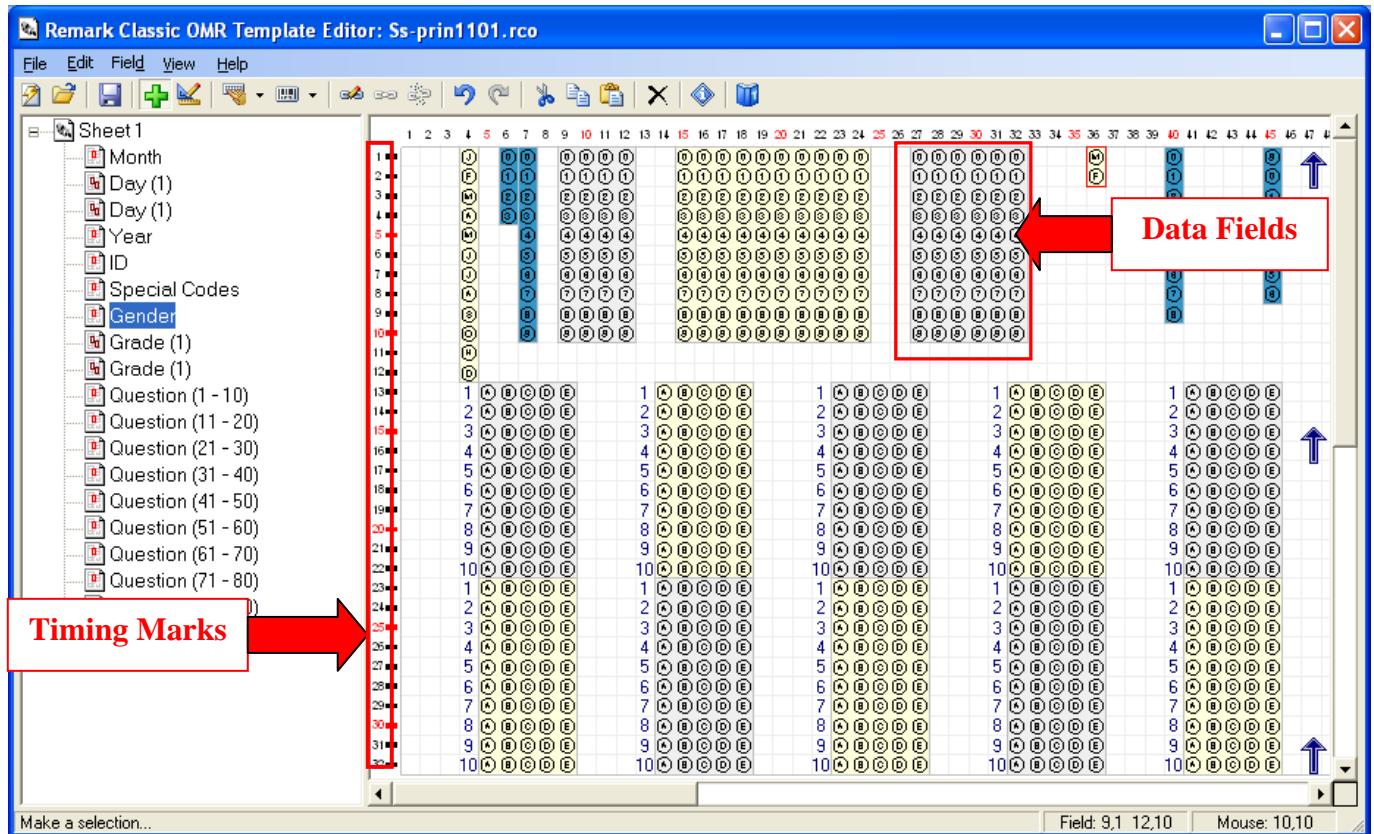
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5				
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60	A	B	C	D	E	70	A	B	C	D	E	80	A	B	C	D	E	90	A	B	C	D	E	100	A	B	C	D	E

## Using Remark Classic OMR

There are three basic steps to using the software. First, you choose an existing template or create a custom template to tell the software how to interpret the questions on the form. Then, scan the completed forms and proof for exceptions. Finally, run Remark Quick Stats or export your data to the file format of your choice such as Access, Excel, HTML and many others.

### Step 1: Creating a Template

The template tells the software how to interpret the questions on a form. To create a customized template, use the template creation utility. The utility takes you through the steps of template creation, from basic layout to advanced options. Options you need to specify for each data area on the form include output data type, output values for each bubble, and whether to include the question in the analysis. Remark Classic OMR also has a database lookup and replace feature. You can map certain fields from the form (such as a student ID number) to a database, and then look the scanned data up in that database and replace it with another piece of data from the same database. For instance, if you have a student ID number on your form and a spreadsheet containing the student ID numbers and other information about the students, such as their name, you can read the ID from the form and replace the ID with the student name in your data set. In this way, the reports will show the student name rather than an ID number.



### Step 2: Scanning Pages in the Data Center

The Remark Classic OMR software reads forms using an OMR reader. After reading completed forms, the collected data appear in a spreadsheet-style grid window. Remark Classic OMR provides a Review Mode feature for automatic detection and correction of exceptions. Any exceptions that might occur typically result from improperly filled out forms. For example, a respondent may have failed to fill in a bubble completely or chosen two answers for a question that only allows one answer. Alternatively, if the reader supports a reject stacker, the pages with exceptions can be sent to the reject stacker.

#### Respondent Data Grid in Remark Classic OMR

	Month	Day	Year	ID	Sex	Grade	Question1	Question2	Question3	Question4
1	April	04	1986	0000000003	Female	13	A	B	C	D
2	March	03	1986	0000000002	Male	13	A	B	C	D
3	January	01	1986	0000000000	Male	13	A	B	C	D
4	February	02	1987	0000000001	Male	13	A	C	C	BLANK
5	May	05	1987	0000000004	Male	13	A	MULT	B	D
6	June	05	1986	0000000005	Female	13	A	B	C	D
7	July	06	1986	0000000006	Male	13	A	B	C	D
8	August	07	1986	0000000007	Male	13	A	A	A	A
9	September	08	1987	0000000008	Female	13	A	B	C	D
10	October	09	1986	0000000009	Male	13	MULT	B	C	D
11	November	10	1987	0000000010	Female	14	A	B	C	D
12	December	11	1986	0000000011	Male	13	A	A	B	C
13	January	12	1987	0000000012	Female	13	A	B	C	D
14	February	13	1986	0000000013	Male	13	A	B	C	BLANK
15	March	14	1986	0000000014	Female	13	A	BLANK	C	D
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### Step 3: Converting and Saving the Data

More than thirty standard output file formats are available for use, including the following:

Formats	Applications Supported
Database Formats	Access, dBase, FoxPro and Paradox
Spreadsheet Formats	ASCII (various styles), Excel, Lotus1-2-3 and Text
Remark	Format for use within the Remark software. Saves data from the grid, as well as grid information and exception cases.
ODBC	For use if your database has an ODBC driver. Some examples of ODBC databases include SQL and Oracle.
HTML	Internet or Intranet applications
SRV, STL	Survey Pro (Apian Software) survey design and analysis package
DAT	The Survey System (Creative Research) survey software
SPSS	SPSS statistical software
Questionmark	Questionmark Perception software
Report	Fixed length format. For use with custom written applications.

Please see [www.gravic.com](http://www.gravic.com) for a complete list of export formats.

## Remark Quick Stats

Remark Quick Stats is a built-in analysis package that can be used to tabulate surveys and grade tests. The software provides several standard reports. Reports can be customized to include user specified titles, colors, fonts and graphics.

There are two versions of Remark Quick Stats: the default version and the legacy version. The legacy version is an older software package that was used in previous versions of Remark Classic OMR. You may still use this version if there are reports you are accustomed to using.

For a survey, you can run reports such as an item analysis, item statistics or crosstabs to view your results. If you administer tests, the software can automatically grade them. For a test, you can specify an answer key, grade scale, learning objectives, benchmark scores and other options, and then the software can grade the test and produce statistics and graphs representing the item analysis, frequency distribution, student scores and several other test statistics. Remark Quick Stats also produces a grade report for each student which can be printed and handed back to the student.

### ***Survey Statistics include:***

- For each item Remark Quick Stats calculates: Mean, Variance, Standard Deviation, Standard Error, Min, Max, Range, Median, Skewness, Kurtosis, T-Value, Percentiles, Confidence Intervals
- For each answer choice Remark Quick Stats calculates: Frequencies, Percentages, Valid Percent
- A Response Report displays all of the handwritten comments for any Image region on one, easy to read, report
- Crosstabs
- A Group Report displaying means for question groupings

### ***Test Statistics include:***

- A Grade Wizard steps you through the process of setting up an answer key, grade scale, questions points, learning objectives, benchmark scores and other grading information for your test
- For each item Remark Quick Stats calculates: Mean, Variance, Standard Deviation, Standard Error, Min, Max, Range, Median, Skewness, Kurtosis, T-Value, Percentiles, Confidence Intervals, P-values, Point Biserial Correlation
- For each answer choice Remark Quick Stats calculates: Frequencies, Percentages, Point Biserial
- For each student Remark Quick Stats calculates: Total score, Raw score, Grade, Dev. IQ, Number correct, incorrect, unanswered
- For the test Remark Office OMR calculates: Number of graded tests and items, Max, Min, Median, Range, Percentile scores, Mean, Variance, Standard Deviation, Confidence Intervals (1,5,95,99%), KR 20, KR21, Coefficient (Cronbach) Alpha
- A Grade Report displays each student's results on the test.
- A Group Report displaying grades for specific subsets of your data

## Remark Classic OMR - Main Features:

- Forms commonly scanned with Remark Classic OMR include tests, assessments, evaluations, research studies, surveys, medical forms and other data collection forms.
- Works with all Sekonic OMR readers.
- Includes pre-defined template files for many popular standard forms from Lincolnshire Printing and others.
- Produces output that can be used with all popular spreadsheet, database, survey design, statistical programs, and as HTML.
- Supports barcode readers on Sekonic readers.
- Works with reject stackers on most OMR readers.
- Works with most OMR reader print functions. Print date and time stamp, field values, record numbers and other template information.
- Processes multiple-page forms (booklets) and double-sided forms.
- Supports form ID marks such as page or sheet identifiers.
- Supports lithocodes such as respondent identifiers.
- Allows users to prepend shared information to each data record with batch header sheets.
- Allows for the correction of exceptions while scanning pages.
- Scan and Grade function allows for scanning and grading of tests in one simple step. Grades are printed directly on the scan sheets (on scanners with supported printers).
- Grades tests and provides item and summary analyses on tests and subtests. Different weights can be assigned to various sections of the test to accommodate questions that were answered correctly, incorrectly, or not at all. A subjective set of points can also be read and added into the final grade.
- Measures performance against user defined learning objectives.
- Grades tests with multiple answer keys.
- Tabulates surveys. Remark Quick Stats produces item analysis, item statistics and crosstabs.
- Produces graphs of grade/tally results and statistics. Can display customized 2D and 3D Pie and Bar charts, Line, box and whisker, Log/Line, Area and Polar Graphs.
- Uses database verification to confirm that recognized data from a field appear in a particular database field. Substitute data from a database into output data (i.e. substitute a name for a student ID number).
- Context sensitive help is available by pressing F1 in all windows.

## Who Uses Remark Classic OMR?

- **Education Professionals** for student testing, institutional research or community surveys
- **Marketing Professionals** for consumer surveys and customer satisfaction
- **Psychology Professionals** for testing, assessments and evaluations
- **Government Agencies** for data compilation from internal and external sources
- **Healthcare Industry** for customer surveys, patient data and research
- **Pharmaceutical Companies** for clinical trials and product evaluation
- **Police Departments** for racial profiling compliance and community surveys
- **Computer Professionals** for combination or integration with another software package
- **Human Resource Departments** for employee surveys, time sheets and evaluations
- **Training Professionals** for course and instructor evaluations
- **And Many More**

## Minimum System Requirements

- Personal computer with a 1Ghz or faster processor
- Microsoft Windows 2000, XP or Server 2003
- 512 MB RAM
  - Important Note: Analysis reports require memory to run. Lengthy or graphic-intensive reports may take longer to run; you may need additional memory to run these reports.
- 250 MB free hard disk space to install software
- 1 GB free hard disk space recommended to use software
- Screen/monitor resolution of 1024x768 or higher and at least 16-bit color (32-bit color recommended)
- Mouse
- CD-ROM drive (for installation purposes)
- Supported OMR reader

## About Gravic, Inc.

Gravic, Inc. is a privately-held corporation located in Malvern, PA, about ten miles (16km) west of Philadelphia, PA USA. We make a number of computer software products for data collection, transformation and distribution uses. Customers for our products include schools (Primary and Higher Education), hospitals, government agencies, market researchers, trainers, meeting planners, brokerages, travel agencies, stock exchanges, electric utilities and telcos.

In 2001, we completed a merger of our three predecessor companies. Principia Products, Inc. was restructured and renamed to Gravic, Inc. in order to capitalize effectively on our data collection, transformation and distribution core competencies. Our core purpose is *To Improve Society Through Innovation*, a theme that you will find in all of our products, services and corporate activities.

Please visit our web site at <http://www.gravic.com/about.html> to learn more about our company, values and purpose.

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