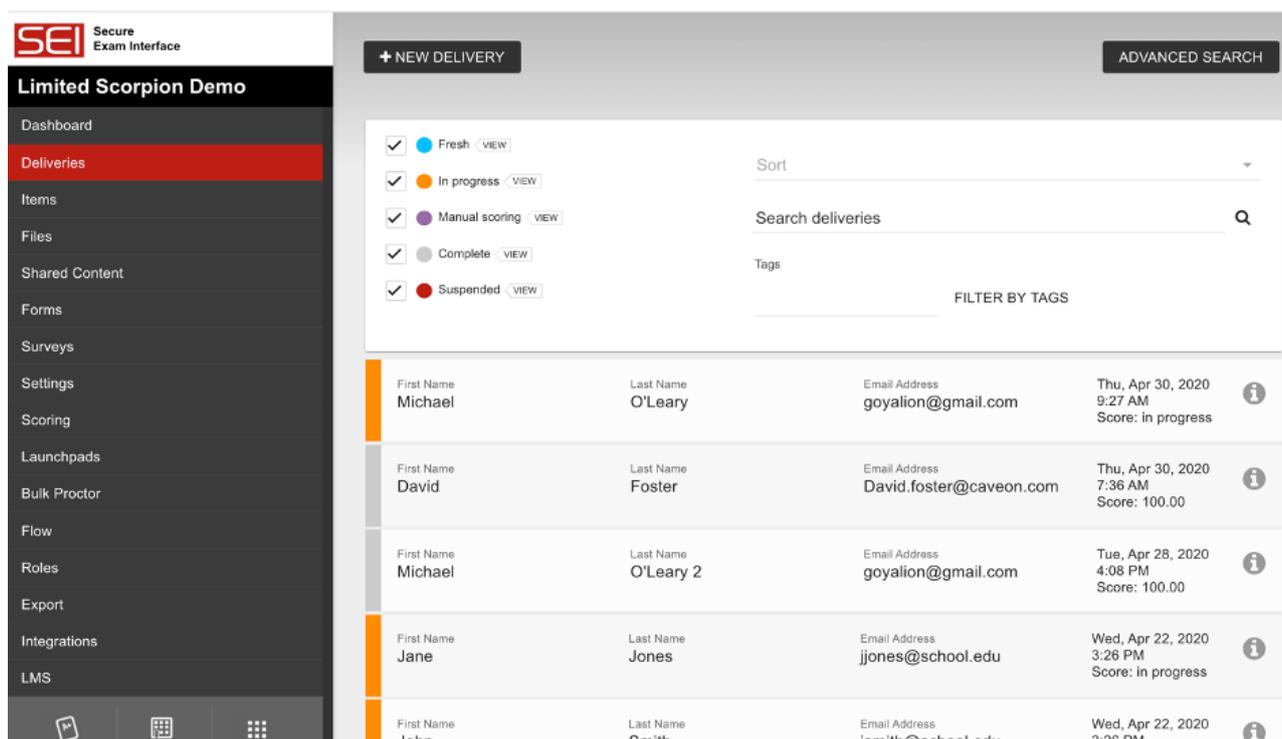


EXAM RESULTS

**SEEING YOUR
STUDENTS' EXAM
RESULTS IN SCORPION™**

GETTING EXAM RESULTS

- 1) At the bottom of the “Delivery” tab in Scorpion, you’ll see a link that says, “For more settings or to view test results, use the SEI Console.” Click that link.
- 2) You will be brought to a screen that says “SEI” in the upper left-hand corner. Click on the “Deliveries” tab. You will see a list of all the exam deliveries.
 - a. Deliveries with a grey bar beside them are completed and scored.
 - b. Deliveries with an orange bar beside them are “In Progress.”
 - c. Deliveries with a blue bar beside them have not yet begun.



The screenshot displays the SEI Secure Exam Interface. On the left is a navigation sidebar with the following menu items: Dashboard, Deliveries (highlighted in red), Items, Files, Shared Content, Forms, Surveys, Settings, Scoring, Launchpads, Bulk Proctor, Flow, Roles, Export, Integrations, and LMS. The main content area features a '+ NEW DELIVERY' button and an 'ADVANCED SEARCH' button. Below these are filter options: Fresh (blue bar), In progress (orange bar), Manual scoring (purple bar), Complete (grey bar), and Suspended (red bar). A search bar and a 'FILTER BY TAGS' section are also present. The main area contains a table of exam deliveries with the following data:

First Name	Last Name	Email Address	Date/Time	Score
Michael	O'Leary	goyalion@gmail.com	Thu, Apr 30, 2020 9:27 AM	Score: in progress
David	Foster	David.foster@caveon.com	Thu, Apr 30, 2020 7:36 AM	Score: 100.00
Michael	O'Leary 2	goyalion@gmail.com	Tue, Apr 28, 2020 4:08 PM	Score: 100.00
Jane	Jones	jjones@school.edu	Wed, Apr 22, 2020 3:26 PM	Score: in progress
John	Smith	ismith@school.edu	Wed, Apr 22, 2020 3:26 PM	

- 3) Click on any exam delivery to get details about that delivery. These details include your student’s information, their score, the duration of the exam, the date of the exam, the proctor logs, and the student’s individual answers to each question.

4) If you'd like to export your student's results in bulk, you can use the "Export" tab in SEI, which is further down the list of tabs on the left-hand side. You can export summary information, scores, item summaries, and full response data. These exports will download to your computer in comma delimited (.txt) files. These files can be opened in any spreadsheet program.

a. You can also specify a date range for each report. If you leave that date range blank, it will pull all deliveries for the history of your exam.

b. On the right-hand side of each report is a drop-down menu for the status of the exam. If you do not select a status for the exam, it will only pull "completed" exams (those that are marked with a grey bar in the "Deliveries" tab).

