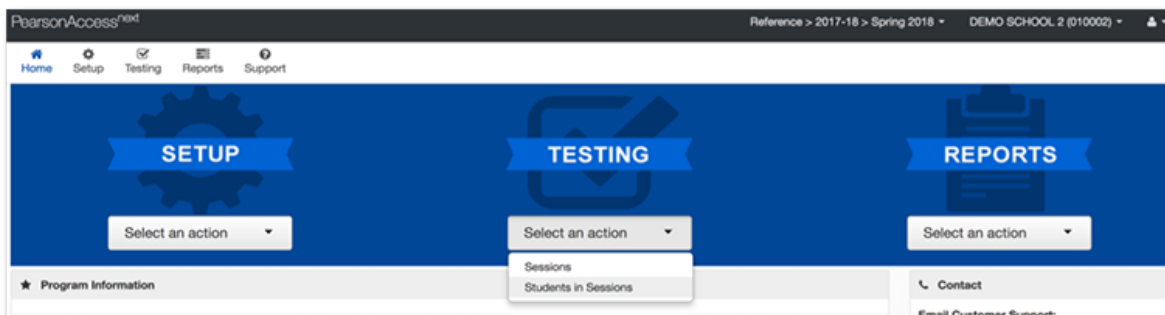
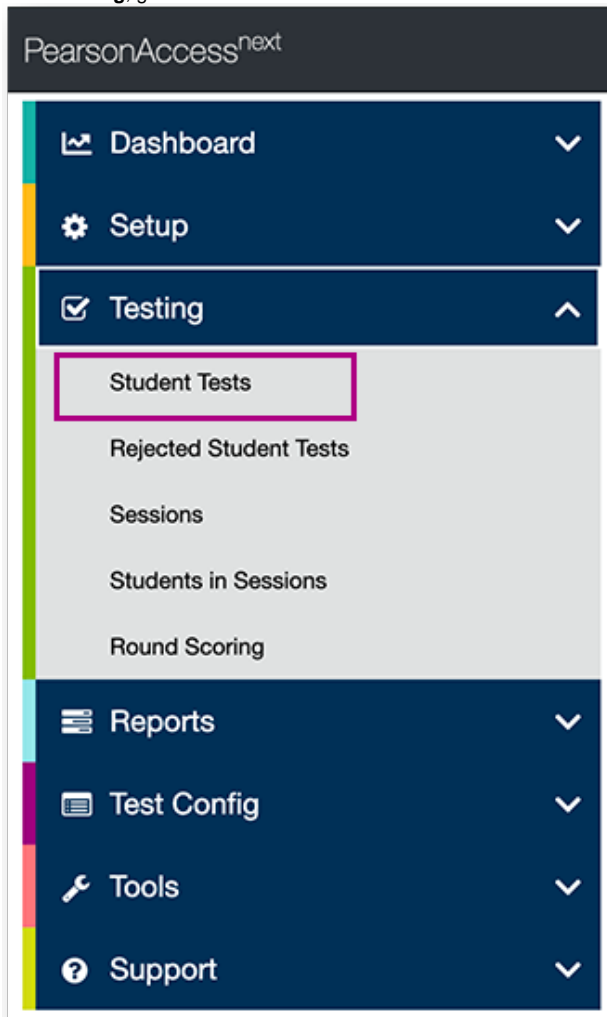


Generating PreID Barcodes

You can generate PreID barcodes to create labels containing unique numbers that identify each student and/or test assignments. You can print and apply the labels to answer documents. This matches the scanned answer document to the student and test assignment in the system.

Step-by-Step

1. From **Testing**, go to **Students Tests**.



2. Type a student name into the search field, and click **Search**.

The screenshot shows the 'Student Tests' interface. At the top, there are two tabs: 'Tasks' (0 Selected) and 'Student Tests' (0 Selected). Below the 'Tasks' tab is a 'Select Tasks' dropdown and a 'Start' button. Below the 'Student Tests' tab is a 'Manage' dropdown. In the center, there is a 'Find Student Tests' section with a search input field containing 'Oltpattern' and a 'Search' button, which is highlighted with a red box. Below this is a 'Filters' section with 'Organization' and 'Student Code' filters. At the bottom, there is a table with columns: Student, Organization, Test, Type*, and Status*. The table is currently empty, showing 'No Results'.

3. Click **Select Tasks**, select **Print Selected Barcodes**, and click **Start**.

The screenshot shows the 'Student Tests' interface. The 'Tasks' tab is selected, showing '1 Selected'. The 'Select Tasks' dropdown menu is open, displaying a list of tasks: 'Edit Student Tests', 'Manage Irregularities', 'Assign Remote Testing Org', and 'Print Selected Barcodes'. The 'Print Selected Barcodes' option is selected, indicated by a checkmark. The 'Start' button is visible next to the dropdown. Below the dropdown is a 'Search' button. At the bottom, there is a 'Filters' section with 'Clear' and 'Hide' buttons, and a 'No Results' message.

4. Click the checkbox next to **Allow all test delivery formats**.

The screenshot shows the 'Print Selected Preid Barcodes' interface. At the top, there is a title 'Print Selected Preid Barcodes'. Below the title is a checkbox labeled 'Allow all test delivery formats', which is highlighted with a red box. Below the checkbox is a table with columns: Student, Test, Status, Type, and PreID Barcode Number. The table contains one row with the following data: Student: OLTPATTERN, SEVEN; Test: Reading Retake; Status: assign; Type: online. Below the table is a section labeled '* Required' with two buttons: 'Generate / Print' and 'Reset'.

5. Click the checkbox next to the student.

Print Selected PreID Barcodes

☐ Allow all test delivery formats

<input type="checkbox"/>	Student	Test	Status	Type	PreID Barcode Number
<input checked="" type="checkbox"/>	OLTPATTERN, SEVEN	Reading Retake	assign	online	

* Required

Generate / Print

Reset

6. Click **Generate / Print**.

Print Selected PreID Barcodes

☐ Allow all test delivery formats

<input type="checkbox"/>	Student	Test	Status	Type	PreID Barcode Number
<input checked="" type="checkbox"/>	OLTPATTERN, SEVEN	Reading Retake	assign	online	

* Required

Generate / Print

Reset

Effects

Generates and prints at the same time.

When you click **Generate / Print**, a **PreID Barcode Number** displays.

Print Selected PreID Barcodes

☐ Allow all test delivery formats

<input type="checkbox"/>	Student	Test	Status	Type	PreID Barcode Number
<input type="checkbox"/>	OLTPATTERN, SEVEN	Reading Retake	assign	online	0000000027

* Required

Generate / Print

Reset

For paper testing, when you click **Generate / Print**, a PDF file is generated with PreID barcodes. Print the PDF from your computer.

CASH, JOHNNY M.

GRD: 05 ID: 1231231234 GEN: M DOB: 2010-12-09

ESE: S504: ELL: LP: BR: OIPP:

RACE: IABPW HISP/LATINO: Y



BARCODE: 0000000051

DIST/SCH: 05-3021 CENTRAL MIDDLE SCHOOL