Test Answer Key Quick Reference

All **orange** fields must be completed.

Key Code	Output Options	Version of This Key	Number of Questions	Date of Test	Maximum Number of Correct Responses for Any Question*	Student Print Order	Total Number of Versions*	Question Deletion Criteria
9999	**1 in E** = Tear-Off Sheets **1 in F** = Instructor Summary **1 in G** = Question Analysis **1 in H** = Test Statistics **1 in I** = Question Statistics			NO = **Month** PQ = **Day** RS = **Year**		**0** = Alpha by Name **1** = By ID Number **Blank** = As received		**99** = delete a question if all students miss it

* The total number of answer keys needed is the maximum number of correct responses (field T) times the total number of versions (field V).