Guide on How to Scan in Student Answer Sheets Using a PDF

Student answer sheets can be scanned in to Illuminate by creating a PDF file for all your answer sheets and loaded into Illuminate.

Click on **"View Assessments"** and select the assessment you want to access.

Click on **"Administration"** and select **"Grade from Scanner".**
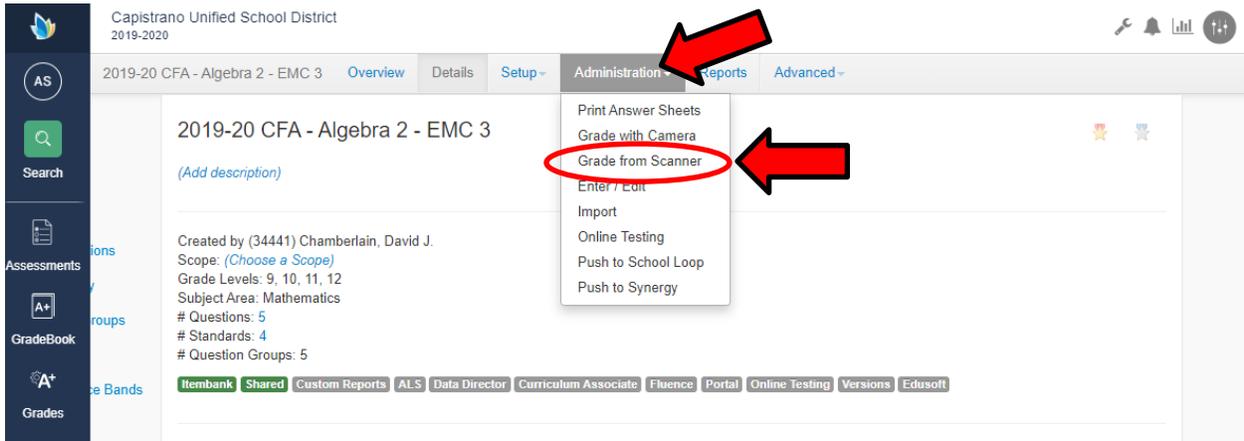
Click on **"Upload a File"** and load your PDF of Student Answer Sheets.
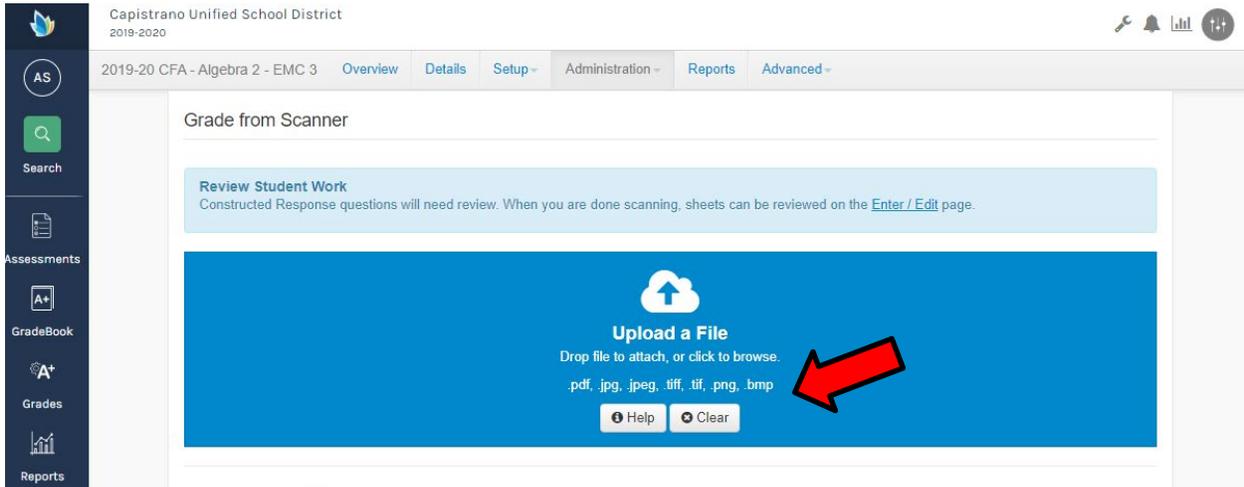
To view each answer sheet click on **"Action"** and select **"Review All Sheets".**