

Creating Alternating Answer Choice Labels

Article Number: 149 | Rating: Unrated | Last Updated: Thu, Aug 7, 2014 at 11:39 AM

It is possible to set up alternate row regions in Remark Office OMR. The following example makes the assumption the sheet contains 10 alternating rows of question choices: A B C D E and F G H I J.

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Create the form and scan it into the **Template Editor** to create the form template. Create a **Multiple type OMR** region for multiple questions, in this case 1 - 10 and provide a region name. Label the five answer choices **A - E**. When the region is created, in the tree view list on the left, expand the region so the questions Q1 - Q10 are visible. Hold down the **Ctrl** key and click on every other question so that **Q2, Q4, Q6, Q8** and **Q10** are highlighted. While all five questions are still highlighted, right click on the **Properties** from the menu. In the Question Properties area, you now can control the **Labels** for the highlighted questions. In the **Labels** grid to type the responses: **F G H I J**. Click the **OK** button. When the **Update properties message** appears, click **OK** to save the template using **File|Save** (or Save As). **Note:** The best way to double check alternating questions to be certain the responses have been established for questions is to open the finished form template in the Remark Office OMR Data Entry application then either process a filled in form or click in the cell for a specific question and view the drop down list of possible choices. For more information on how to setup a template like this, you can view the free, four minute module at

<http://www.gravic.com/remark/support/training/modules/How%20to%20Set%20Up%20Alternating%20Row%20Answer%20Choices%20in%20Remark%20Office%20OMR%20Data%20Entry%20Application>

Posted - Tue, Aug 5, 2014 at 7:27 AM. This article has been viewed 4010 times.

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