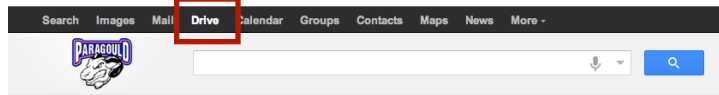


Flubaroo Instructions

Flubaroo- app script that helps a teacher quickly grade multiple-choice or fill-in-the-blank assignments.

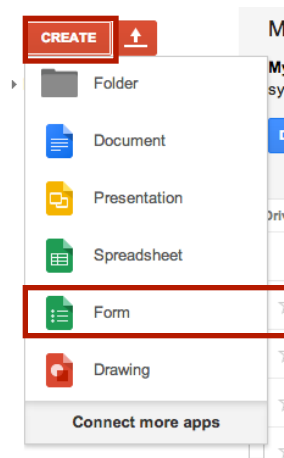
Step 1. Login to your Google Account.

Step 2. Click on Google Drive.



Step 3. Click on Create.

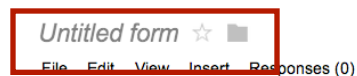
Click on Form.



Check these boxes if you would like the form to stay within your domain.

A screenshot of the 'Paragould School District Settings' dialog box. It contains two checkboxes: 'Require Paragould School District login to view this form' and 'Automatically collect respondent's Paragould School District username'. Both checkboxes are currently unchecked.

Step 4. Click on the Untitled form at the top of the page.



Step 5. Rename the document.

Click on Ok.

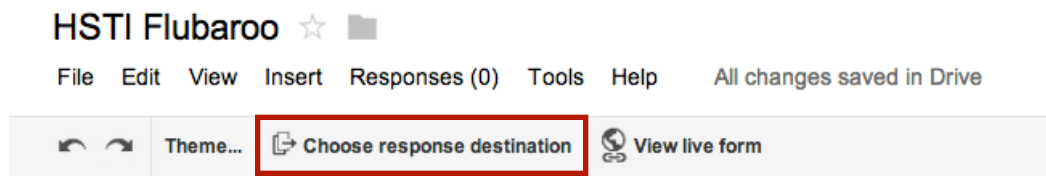
A screenshot of the 'Rename document' dialog box. It prompts the user to 'Enter a new document name:'. The text 'HSTI Flubaroo' is entered into the text field, which is highlighted with a red box. Below the text field are 'OK' and 'Cancel' buttons, with the 'OK' button also highlighted by a red box.

Flubaroo Instructions

- Step 6. Question Title: What is the main topic of HSTI 2013
Question Type: Multiple Choice
Check: Required Question
Click Done.

This screenshot shows the Google Forms editor interface. The 'Question Title' field contains 'What is the main topic of HSTI 2013'. The 'Question Type' is set to 'Multiple choice'. Below this, there are three radio button options: 'Food', 'Technology', and 'Crafts'. At the bottom of the form editor, the 'Done' button is highlighted with a red box, and the 'Required question' checkbox is checked and also highlighted with a red box.

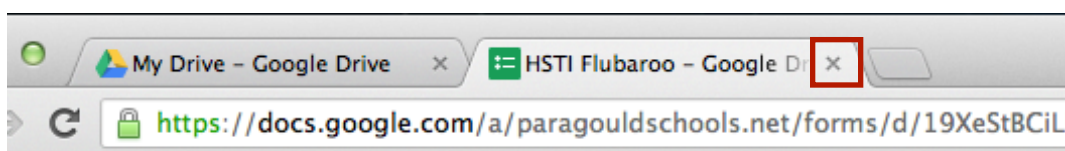
- Step 7. Click on Choose response destination.



- Step 8. Click on New spreadsheet.
Name the spreadsheet: HSTI Flubaroo (Response).
Click Create.

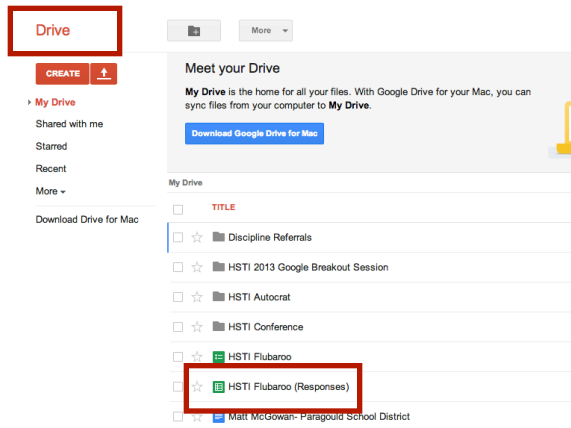
This screenshot shows the 'Choose response destination' dialog box. The 'New spreadsheet' option is selected, and the text 'HSTI Flubaroo (Responses)' is entered in the text field. The 'Create' button is highlighted with a red box. To the right, there is a diagram showing 'FORM RESPONSES' being converted into a 'SPREADSHEET'. Below the diagram, it says 'Modify, re-arrange, and analyze without affecting original form responses.' At the bottom, there is a checkbox for 'Always create a new spreadsheet' and a 'Keep responses only in Forms' button.

- Step 9. Close out Form.

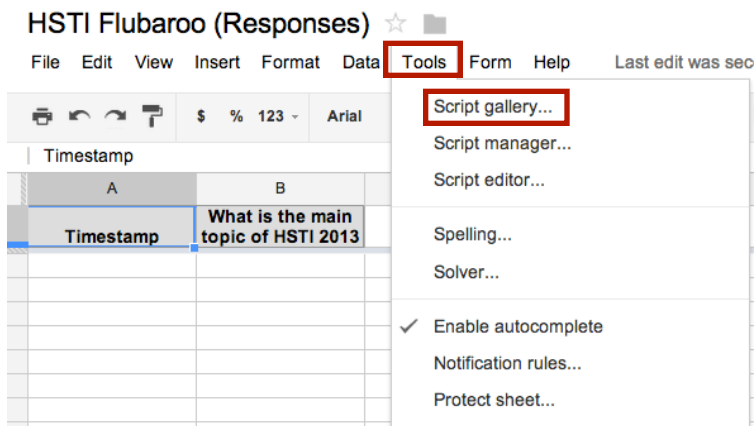


Flubaroo Instructions

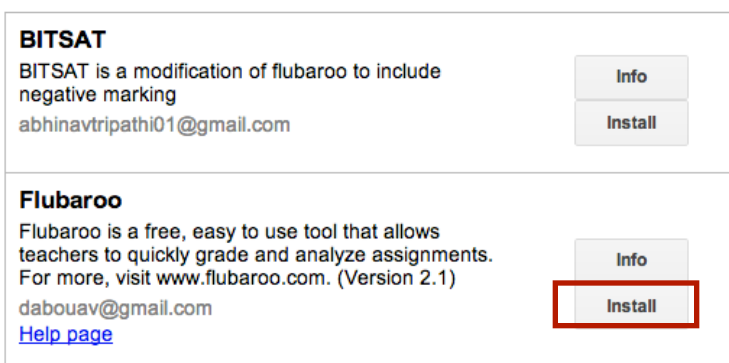
- Step 10. Go back to Google Drive.
Click on Drive.
Click on HSTI Flubaroo (Responses)



- Step 11. Click on Tools.
Click on Script gallery.

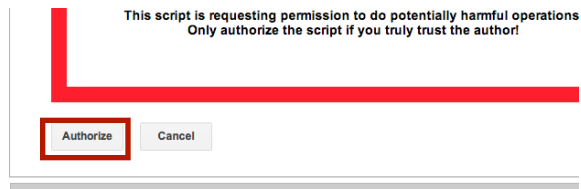


- Step 12. Type Flubaroo in Search.
Click on Search.
Click Install for Flubaroo.

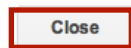


Flubaroo Instructions

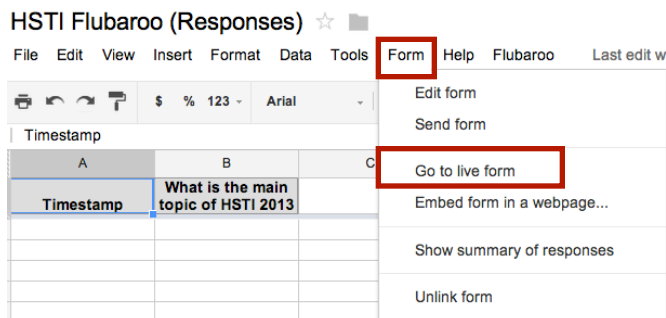
Step 13. Click on Authorize.



Step 14. Click Close.



Step 15. Click on Form.
Click on Go to live form.

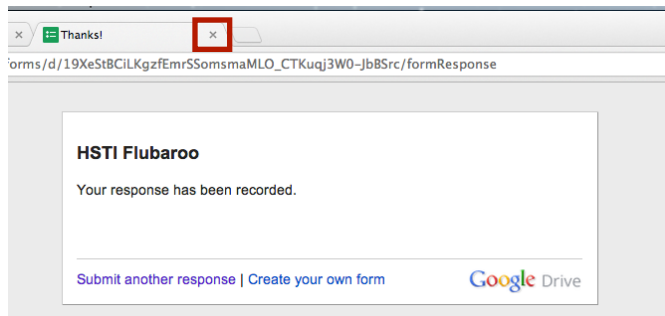


Step 16. Fill out the form with the correct answers. This will be the answer key.
Click Submit.

A screenshot of the Google Forms submission page. The title is "HSTI Flubaroo". Below the title is a red asterisk and the word "Required". The question is "What is the main topic of HSTI 2013 *". There are three radio button options: "Food", "Technology", and "Crafts". The "Technology" option is selected. Below the options is a "Submit" button, which is highlighted with a red rectangular box. At the bottom of the form, there is a footer that says "Powered by Google Drive" and "This form was created inside of Paragould School District. Report Abuse - Terms of Service - Additional Terms".

Flubaroo Instructions

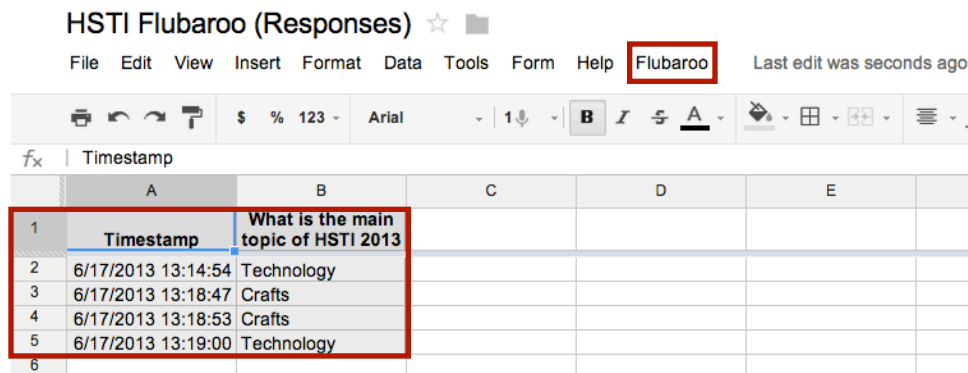
Step 17. Close out the tab.



The Google form is ready to be taken by the class. The class can take the google form by using the URL from the live form.

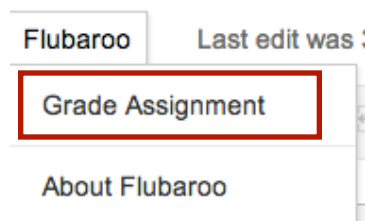
After the class is finished filling out the form, the student's responses will be recorded on the HSTI Flubaroo (Response) Spreadsheet.

Step 18. Click on Flubaroo.



	A	B	C	D	E
1	Timestamp	What is the main topic of HSTI 2013			
2	6/17/2013 13:14:54	Technology			
3	6/17/2013 13:18:47	Crafts			
4	6/17/2013 13:18:53	Crafts			
5	6/17/2013 13:19:00	Technology			
6					

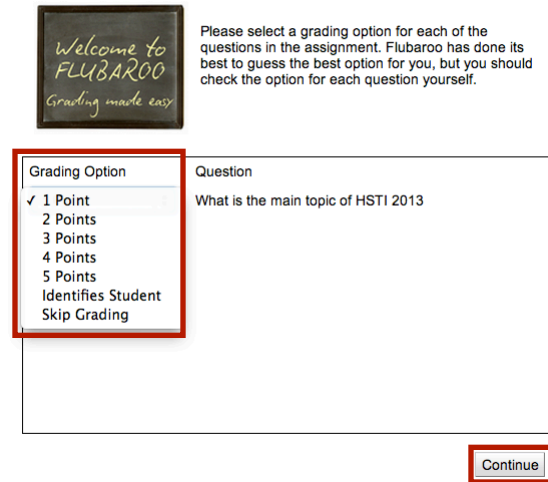
Step 19. Click on Grade Assignment.



Flubaroo Instructions

Step 20. Set the point value for each question. If you don't want a question graded, select Skip Grading. Click Continue.

Flubaroo - Grading Step 1



Welcome to FLUBAROO
Grading made easy

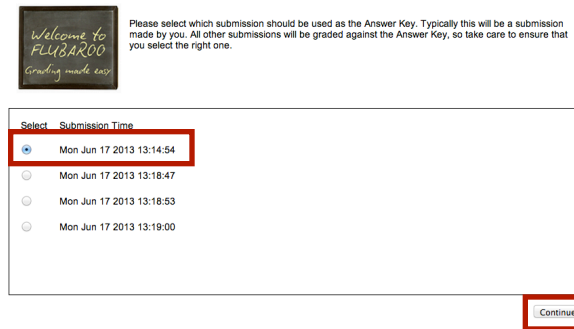
Please select a grading option for each of the questions in the assignment. Flubaroo has done its best to guess the best option for you, but you should check the option for each question yourself.

Grading Option	Question
<input checked="" type="checkbox"/> 1 Point <input type="checkbox"/> 2 Points <input type="checkbox"/> 3 Points <input type="checkbox"/> 4 Points <input type="checkbox"/> 5 Points <input type="checkbox"/> Identifies Student <input type="checkbox"/> Skip Grading	What is the main topic of HSTI 2013

Continue

Step 21. Select the answer key. It should be the first one in the list. Click Continue.

Flubaroo - Grading Step 2



Welcome to FLUBAROO
Grading made easy

Please select which submission should be used as the Answer Key. Typically this will be a submission made by you. All other submissions will be graded against the Answer Key, so take care to ensure that you select the right one.

Select	Submission Time
<input checked="" type="radio"/>	Mon Jun 17 2013 13:14:54
<input type="radio"/>	Mon Jun 17 2013 13:18:47
<input type="radio"/>	Mon Jun 17 2013 13:18:53
<input type="radio"/>	Mon Jun 17 2013 13:19:00

Continue

Step 22. The Spreadsheet shows how the students scored on the form.

	A	B	C	E	F	G	H
1	Summary:						
2	Points Possible	1					
3	Average Points	1					
4	Counted Submissions	1					
5	Number of Low Scoring Questions	0					
6							
7	Submission Time	Total Points	Percent	Times Submitted	What is the main topic of HSTI 2013		
8	6/17/2013 13:19:00	1	100%	3	1		
9							
10	Percent Correct:				100		

Flubaroo Instructions

Step 23. Click on Flubaroo.

If you would like to regrade an assignment, Click [Regrade Assignment](#).

If you would like to Email the grades to the students, Click Email Grades.

If you would like to View a graph of the responses from the form, Click [View Report](#).

