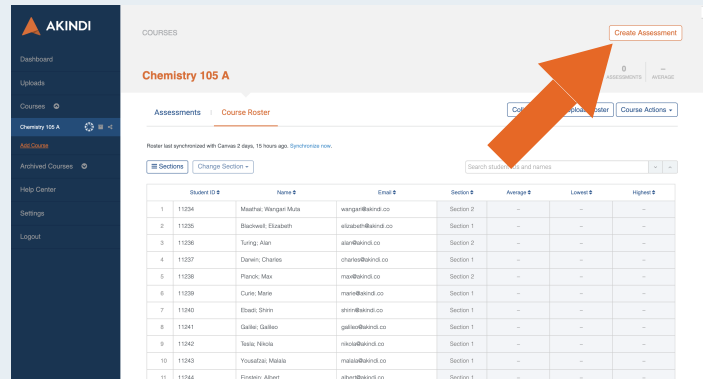# Running an Assessment in Akindi

This step-by-step guide will help you setup and run an assessment in Akindi. If you have any questions or get stuck along the way, please contact Akindi using our live in-app chat.

Step 1: Create an Assessment
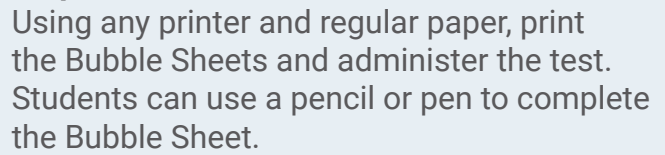

Step 2: Customize Your Bubble Sheet
Complete the customization fields, then click 'Continue'.

Step 3: Enter Your Answer Key
Digitally select the correct response for each question, then click 'Continue'.

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Step 4: Print Your Bubble Sheet

Using any printer and regular paper, print the Bubble Sheets and administer the test. Students can use a pencil or pen to complete the Bubble Sheet.

Step 5: Upload the Response Sheets

Using any scanner, scan the completed test sheets and upload the PDF to Akindi.

Step 6: Analyze and Export the Results

Questions? Comments? Feedback?

Please contact us anytime at through our live in-app chat.

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