

M E M O R A N D U M

**TO:** All Wave 1 Gradebook Principals  
All Wave 1 Gradebook Managers

**FROM:** Information Technology Services (ITS)

**SUBJECT: REVISED ELECTRONIC GRADEBOOK/BUBBLE SHEET PARALLEL TEST  
DISCREPANCY REPORT**

At the completion of Grading Period 1, an *Electronic Gradebook/Bubble Sheet Parallel Test Discrepancy Report* was produced for each school. Attached to the top of the reports was a form that was to be returned to ITS. The form that came with the report was not the correct one for the Wave 1 schools. Attached to this memo is a revised form that must be completed and returned to ITS, as soon as possible.

The purpose of this form is to let ITS know whether or not your school was satisfied with the results of the parallel test. If your school is satisfied with the results and would like to discontinue using bubble sheets, check the appropriate box and you will not receive bubble sheets for the next grading period. If you are not satisfied, check the appropriate box and enter the reason(s) for your dissatisfaction and you will be contacted by an ITS representative.

Your cooperation with completing this form is greatly appreciated. If you have any questions, please call Support Services at 305-995-3705

MIAMI-DADE COUNTY PUBLIC SCHOOLS  
ELECTRONIC GRADEBOOK/BUBBLE SHEET PARALLEL TEST DISCREPANCY REPORT

**ATTENTION: PRINCIPAL**

THE FOLLOWING REPORT REPRESENTS THE RESULTS OF THE PARALLEL TEST BETWEEN YOUR ELECTRONIC GRADEBOOK AND THE I.T.S. PRODUCED BUBBLE SHEETS. IT SHOULD BE REVIEWED CAREFULLY. ANY TECHNICAL OR PROCEDURAL PROBLEMS ASSOCIATED WITH THE USE OF THE ELECTRONIC GRADEBOOK COULD ADVERSELY AFFECT THE POSTING OF STUDENT GRADES.

WITHIN ONE WEEK OF RECEIPT OF THIS REPORT AND AFTER REVIEW PLEASE INDICATE CHECKBOX FOR ONE OF THE FOLLOWING DISPOSITIONS FOR THE NEXT GRADING PERIOD. SIGN, DATE, AND RETURN BY FAX TO 305-995-3637 OR BY SCHOOL MAIL TO: 9412 ITS  
ATTN: SUS

SCHOOL NAME \_\_\_\_\_ SCHOOL NUMBER \_\_\_\_\_

SATISFIED WITH THE PARALLEL TEST AND WISH TO IMPLEMENT THE ELECTRONIC UPLOAD.

UNSATISFIED WITH RESULTS FOR THIS REASON:

\_\_\_\_\_

\_\_\_\_\_  
(ITS WILL CONTACT YOU TO DISCUSS THE UNSATISFIED RESULTS)

PRINCIPAL'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_