

Data Sheet: Add answer sheets to exam booklets

When printing exam booklets with the Smart-binder an examination answer sheet (eg a multiple-choice 'bubble' sheet) can be added to each question booklet in five different ways.

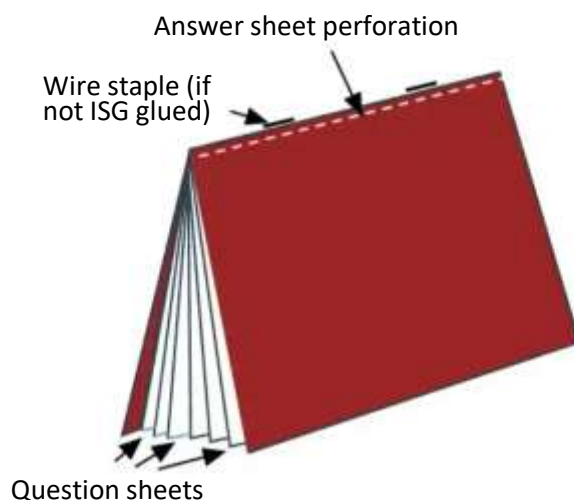
1.. Sheet Perforations

The answer sheet is printed on a 4-page sheet (297 x 420mm) together with the 4-page question sheets. The answer sheet is perforated using the Smart-binder's optional dynamic perf system [DMP-100](#)

The answer sheet is then center-folded and collected on the saddle together with the question sheets. The answer sheet can be chosen to be any sheet within the booklet. The booklet can be wire -stitched or ISG cold-glue bound.

Notes:

- a.. If added to an existing Smart-binder in the field then there is some extra cost to complete this upgrade
- b.. If the F-100 cross-folder is added between the web cutter and the Smart-binder to fold each sheet in half before it enters the Smart-binder, then the perforation needs to be done on the web (using the Tecnaue or Hunkeler longitudinal perf option) instead of using the DMP-100, because the DMP-100 would then perforate 2 sheet thicknesses, not just one.



2.. Using IBIS's unique 'ISG cold glue binding' process (without gluing the answer sheet)

The answer sheet is printed as a 4-page sheet (297 x 420mm) together with the 4-page question sheets. The answer sheet is center-folded and collected on the saddle together with the question sheet. The answer sheet can be either the outside (cover) sheet of the booklet or the center sheet.

All sheets except the answer sheet then receive a row of cold-glue dots along the spine using our [ISG-100](#) cold-gluing binding system. Since the answer sheet is not glued it will remain loose

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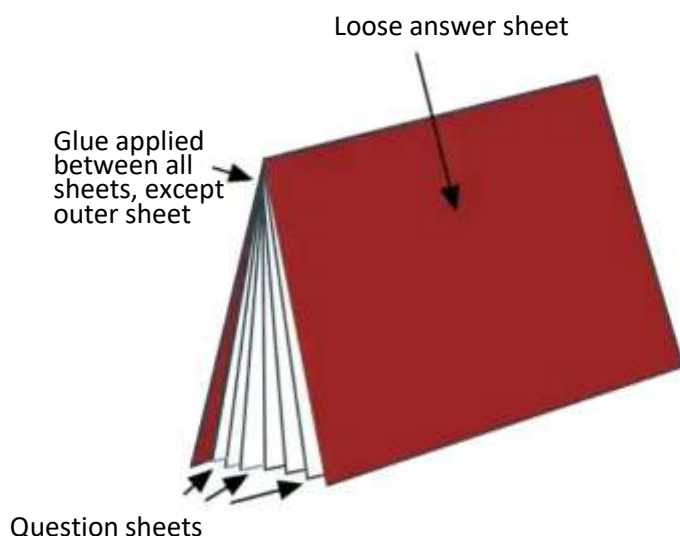
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from the rest of the booklet (either wrapped around the outside or enclosed in the middle) and can be easily removed.

Note

If the F-100 cross-folder is added between the web cutter and the Smart-binder then the F-100 must be fitted with a glue system that can be automatically switched off on the answer sheet (some additional complexity/cost).

The diagram below shows a loose answer sheet on the outside of the booklet (not bound to the rest of the booklet) but it may alternatively be positioned in the centre).



Methods 1 and 2 above offer the best solutions for reliability, integrity and easier personalisation of the answer sheets, but we also offer solutions 3, 4 and 5 below.

3.. Sheet feeder after the Smart-binder to attach the answer sheet to the top of the booklet

This method relies on using peelable glue to attach the answer sheet to the outside of the booklet. Because the glue is 'peelable' the answer sheet can be easily removed from the booklet. This method allows the answer sheet to be a 2-page A4 sheet (or slightly smaller than A4 to ensure it does not protrude beyond the booklet to which it is affixed), instead of a 4-page folded A3 sheet as with solutions 1 and 2 above.

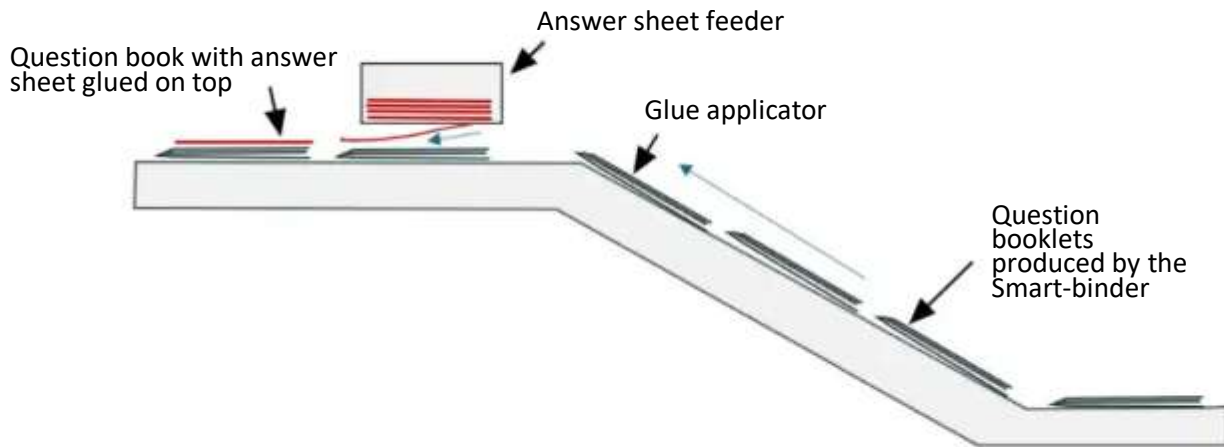
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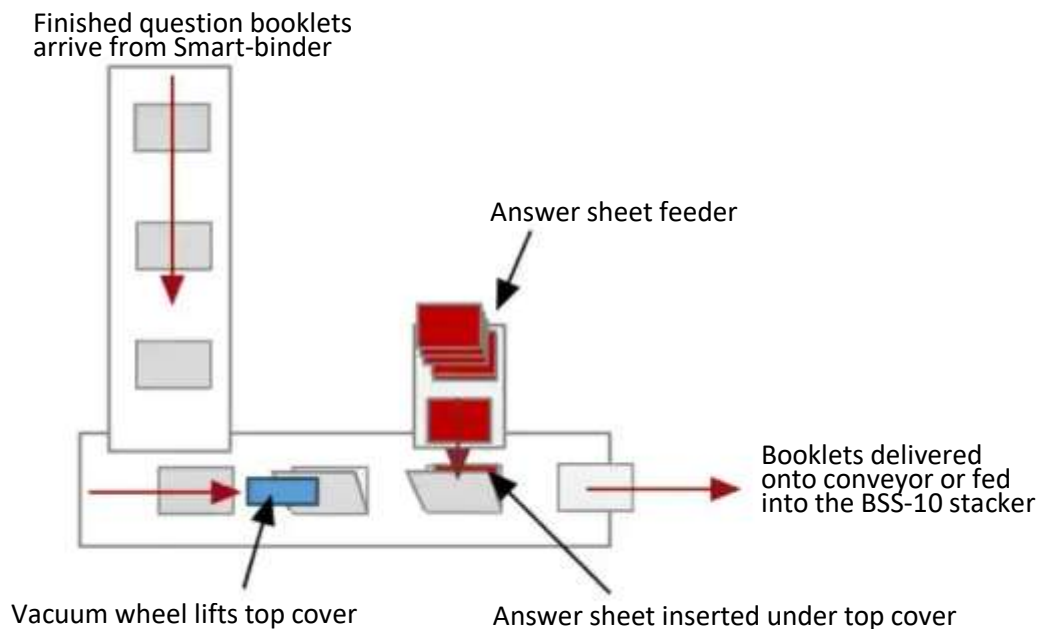
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4.. Sheet feeder after the Smart-binder to insert the answer sheet under the front cover (or in the center) of the question booklet

The direction of movement of the question booklets produced by the Smart-binder is first changed by 90 degrees, from spine-leading to foot-leading. The top cover of the booklet is then opened and an answer sheet is fed into the opened booklet. The cover is closed again to contain the answer sheet inside the booklet. With the answer sheet contained within the booklet it is possible to then stack the booklets into piles without having to band or wrap each booklet first (as in solution 5).

The diagram below shows the answer sheet being inserted under the top cover, but it may alternatively be inserted into the center of the booklet:



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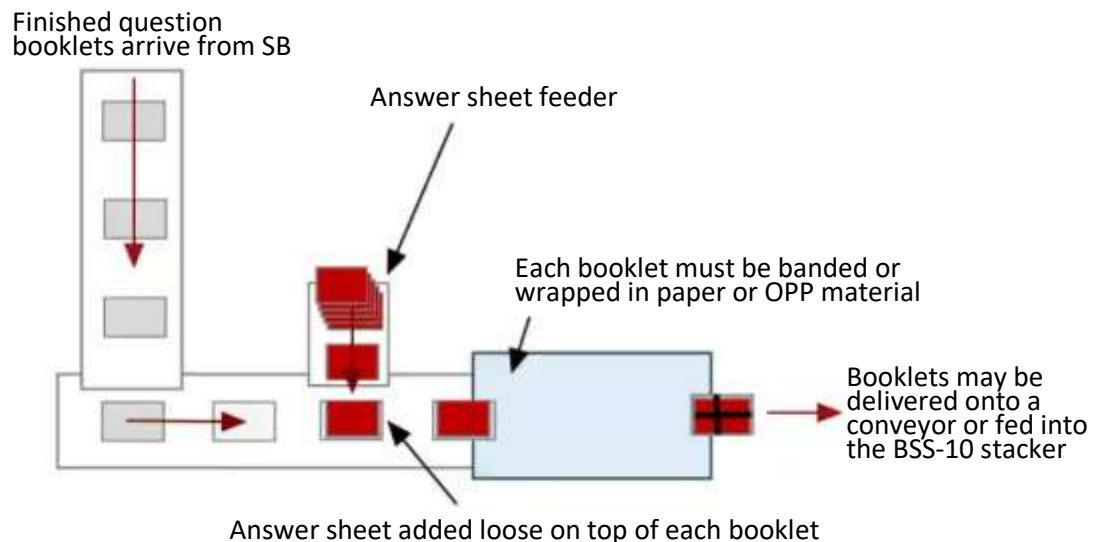
5.. Sheet feeder after Smart-binder adds answer sheet on top or under question booklet

Followed by individual booklet banding or wrapping to keep the answer sheet attached to the question booklet).

The direction of movement of the question booklets produced by the Smart-binder is first changed by 90 degrees, from spine-leading to foot-leading.

The answer sheet is then fed on top of the opened booklet. The booklet (with loose answer sheet on top) must then be either banded or wrapped to keep the answer sheet attached to the booklet below.

The diagram below shows the answer sheet being added on top of the booklet, but it may alternatively be inserted below the booklet.



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