

# MM Naming Convention

To ensure a common naming convention to make it easier for searching and locating specific assessments, please use the convention listed below. Please separate each item with a space as seen in the examples. Please use the following building designations

DV - Donnelsville

NCE - New Carlisle

PL - Park Layne

TMS - Middle School

THS - High School

<u>Building</u>	<u>Grade</u>	<u>Initial*</u>	<u>Course</u>	<u>Type</u>	<u>Term</u>	<u>Year</u>
TMS	GR8	VSC	Math	Quiz	Q2	1516

\* first middle last initials

**Examples:** (note: HS classes with multiple grade levels use HS as the grade designation but be specific with the course name)

THS GR10 VSC English Final Sem1 1516

DV GR2 VSC Math Test Q3 1516

NCE GR4 VSC Language Quiz Q1 1516

TMS GR7 VSC Math Test Q4 1516

THS HS VSC Spanish1 Test Q3 1516

NCE GR5 VSC Math Benchmark Q2 1516