



YouTestMe

How to label questions using custom question properties

File name	How to label questions using custom question properties
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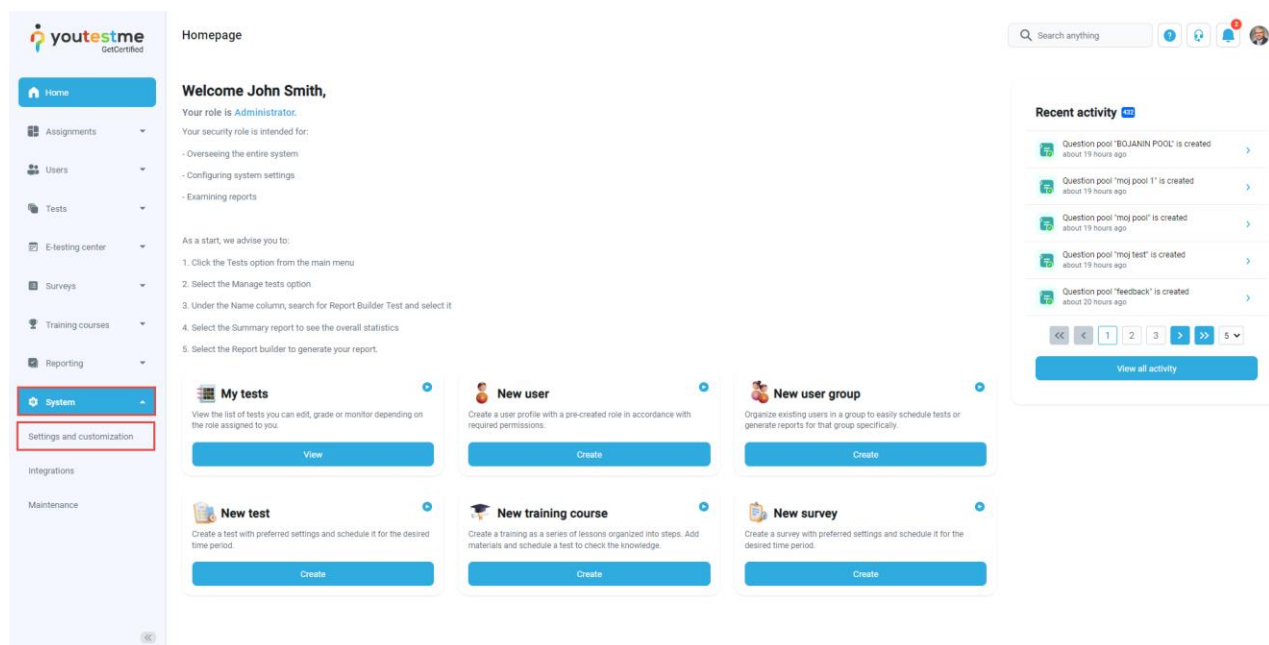
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1 Introduction

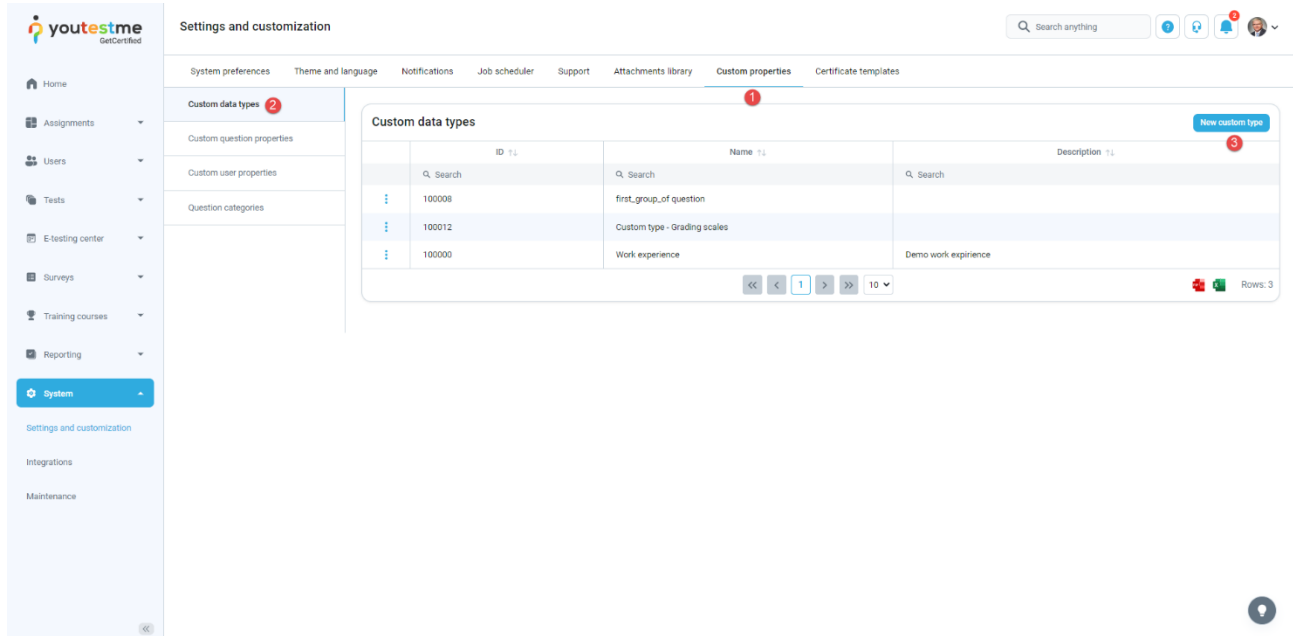
This article explains how to create a dropdown custom question property and label questions using the values of those properties.

1.1 Creating a custom question property

To create a new custom question property, you should navigate to the **System** and select **Settings and customization**.



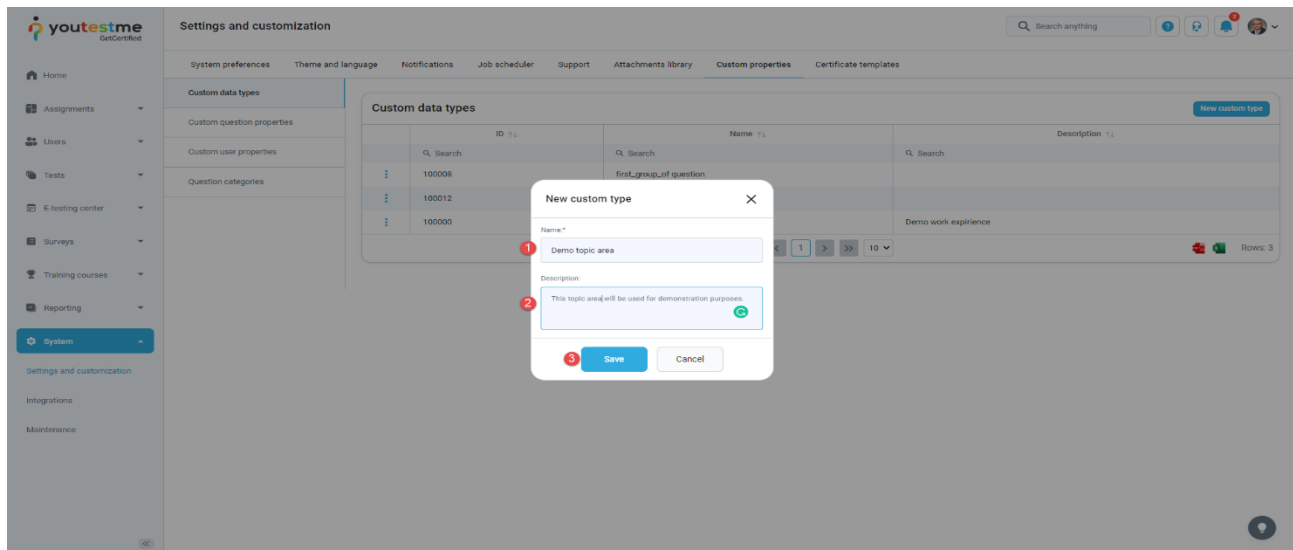
1. Click on the **Custom properties** tab.
2. Click on the **Custom data types** tab.
3. Click on the **New custom type** button to create a type and values for the dropdown question property.



The new window will appear where you should:

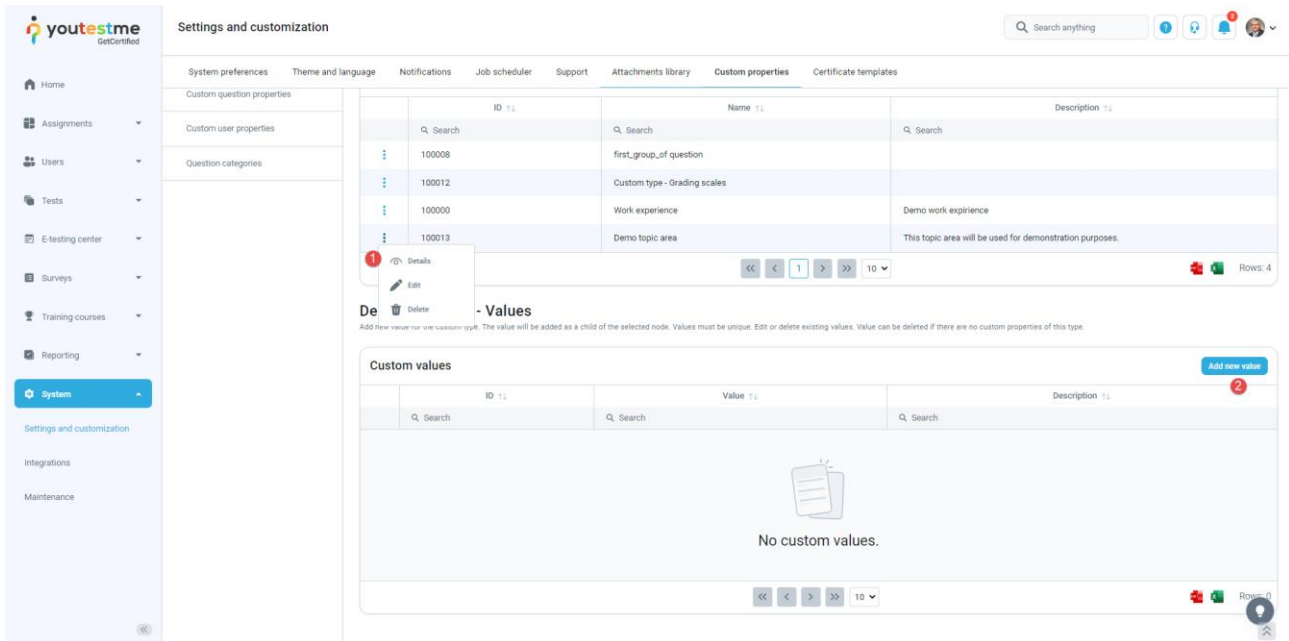
1. Enter the **Topic areas** in the **Name** field.
2. Optionally add a description.
3. Click the **Save** button.

Note: Repeat the same steps to create a custom type for **Terminal learning objectives**.



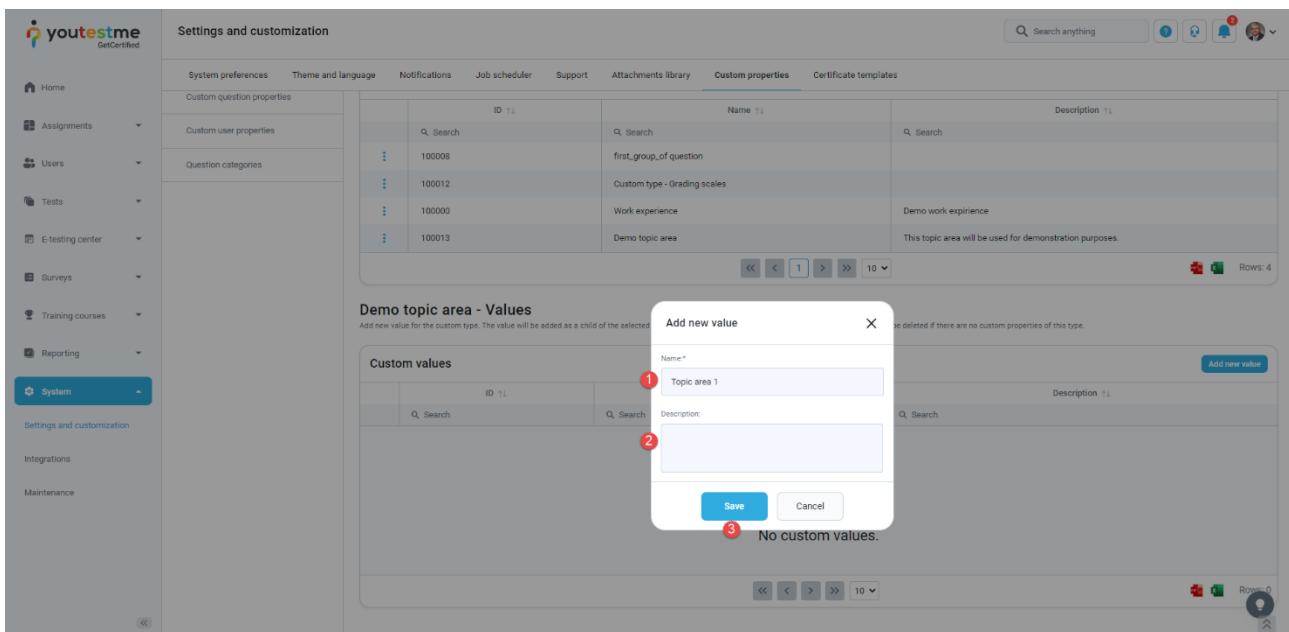
Once you create a custom type, you should create values for it:

1. Click on the **Details** option.
2. Click on the **Add new value** button.



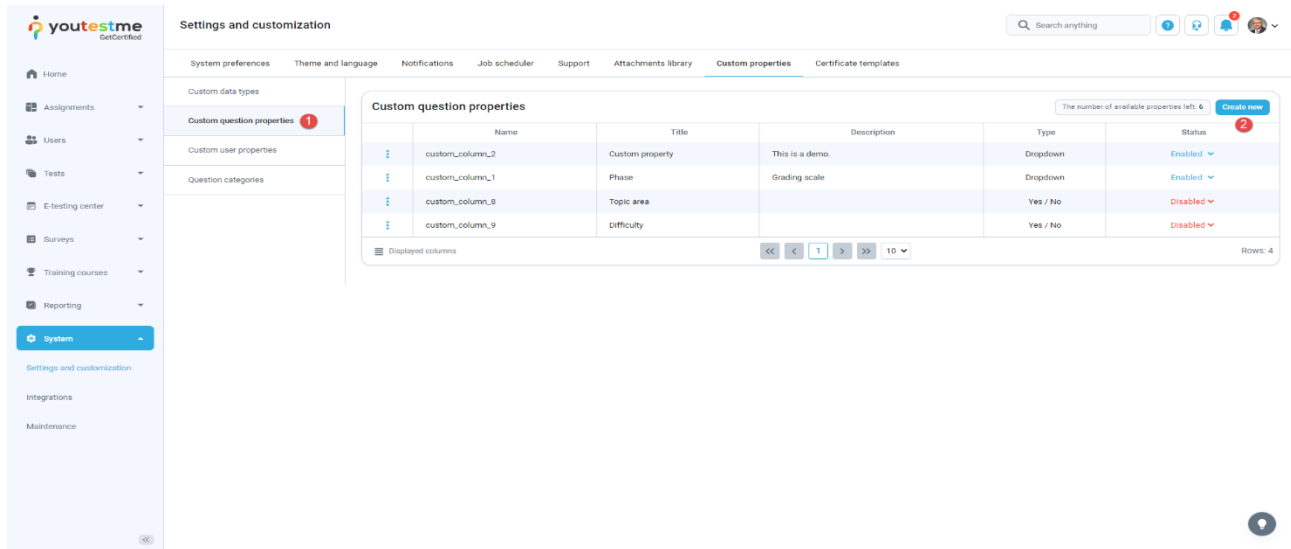
1. Enter the **Topic area 1** in the **Name** field.
2. Optionally add a description.
3. Click the **Save** button.

Note: Repeat the same steps for all eight topic areas and all eight terminal learning objectives.



Once you create custom types and their values, you can create a **Dropdown** custom question property.

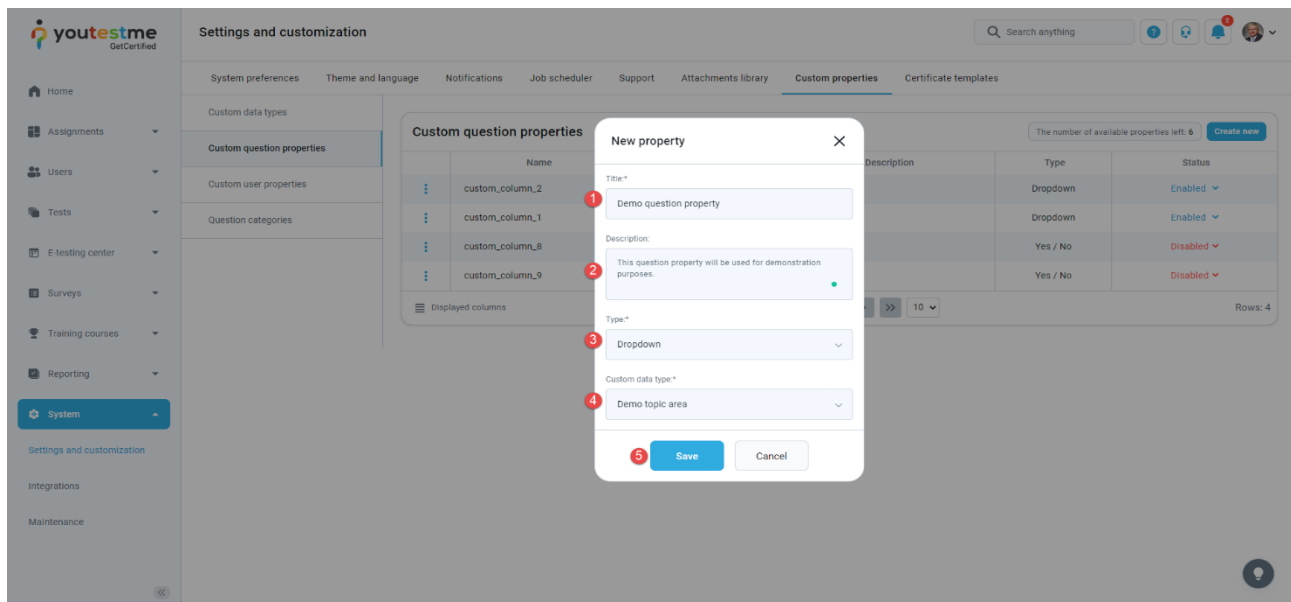
1. Click on **Custom question properties**.
2. Click on the **Create new** button.



The new window will appear where you should:

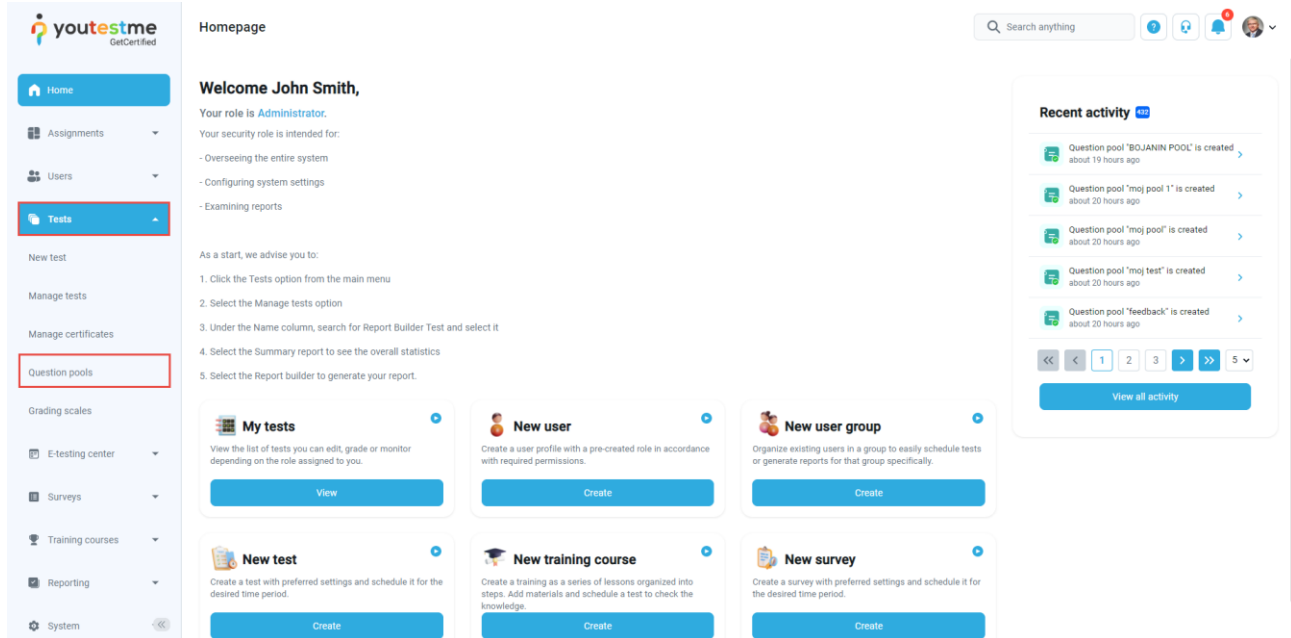
1. Enter the **Topic areas** in the **Title** field.
2. Optionally add a description.
3. Select a **Dropdown** custom data type.
4. Select previously created **Topic areas** custom data type.
5. Click the **Save** button.

Note: Repeat the same steps for Terminal Learning Objectives.

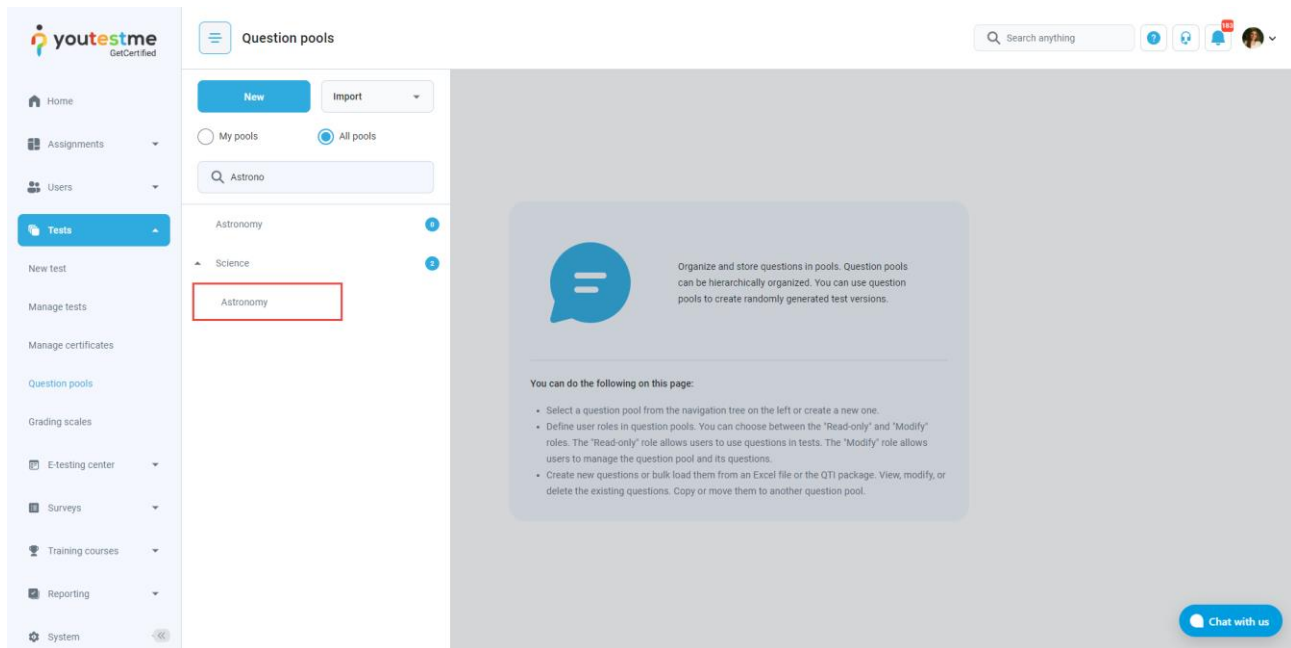


1.2 Labeling questions

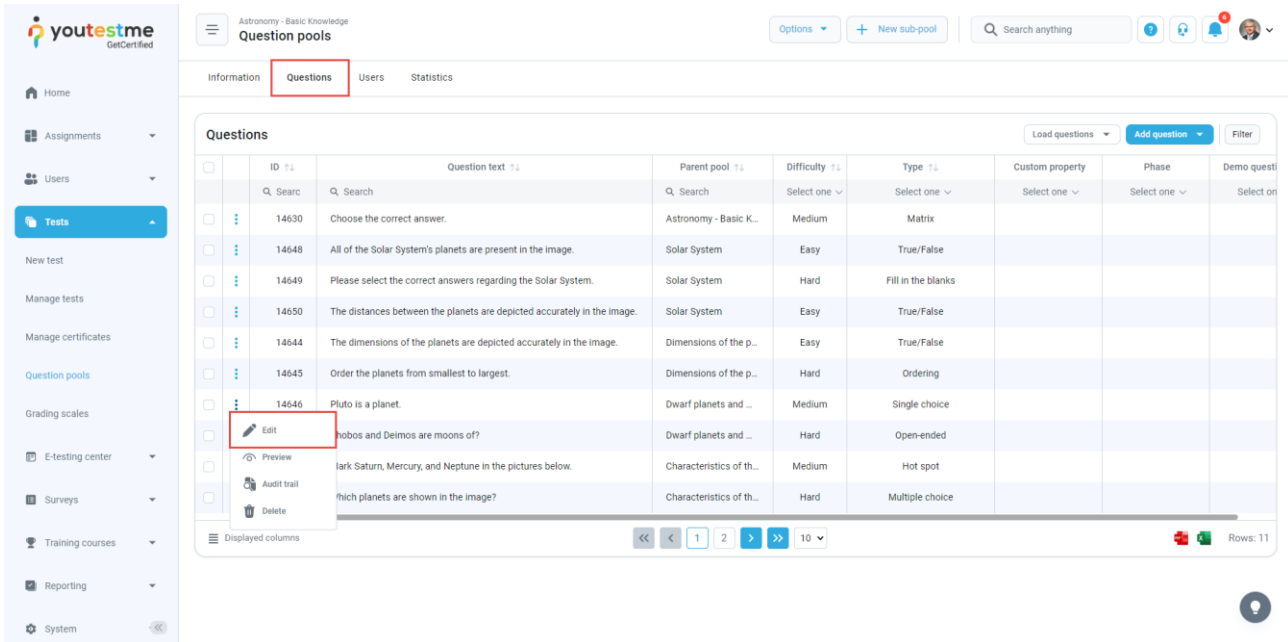
To label the questions with previously created properties, you should navigate to the **Tests** tab in the left side menu and select **Question pools**.



Click on the pool's name you want to enter the question in.

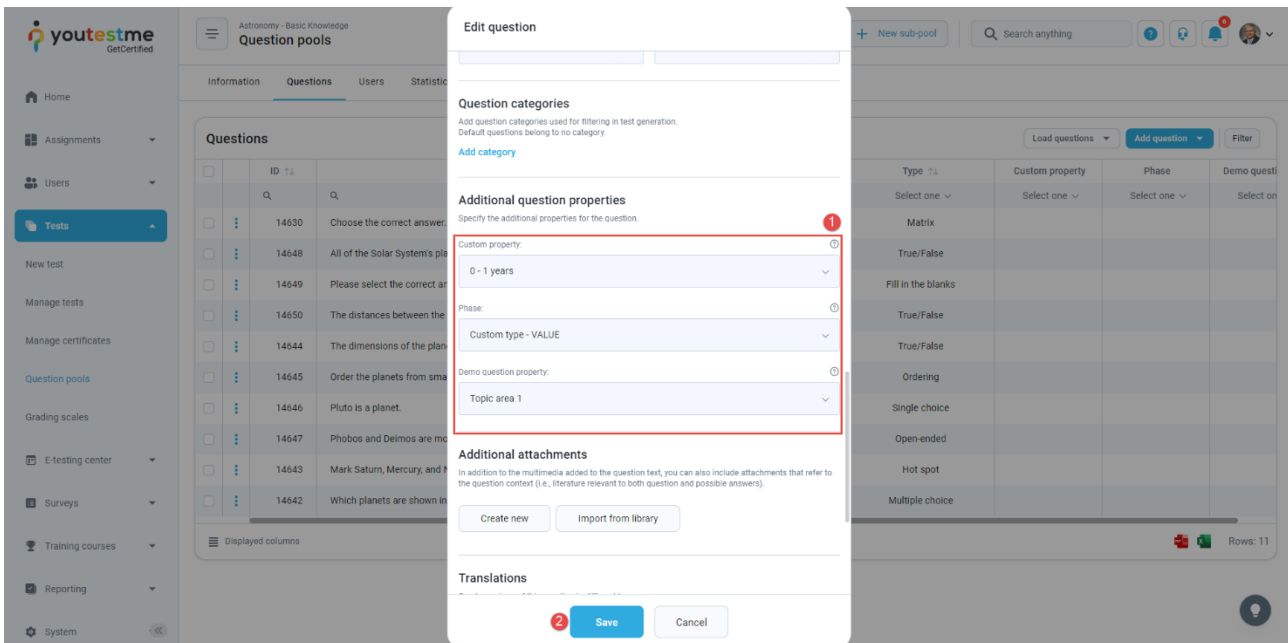


In the **Questions** tab, click on the **Action** option and select the **Edit** option to edit the question.



The new properties will be displayed under the **Additional question properties** section, and you can:

1. Choose the desired question properties from the drop-down list.
2. Click the **Save** button.



In the list of all questions, you will see the columns for custom properties and values defined in each question.

1. Click on the **Statistics** tab to see the statistical reports on the questions in the selected pool.
2. See the number of questions by values of custom question properties.