



# YouTestMe

Multiple testing sessions

<b>File name</b>	R34 - Allow a single exam to be administered on separate dates and multiple administrations at different testing locations on a single date. For example, Exam A will be administered on 50 separate dates in 2018. On 10 of these dates, there will be two exam sessions. o Individual exam administrations should be given a unique identifier, and it should be possible to determine the location and date of each exam administration.
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<b>Confidentiality</b>	Internal or Public
<b>Last save date</b>	Monday, October-24-2022 at 10:25:00 AM

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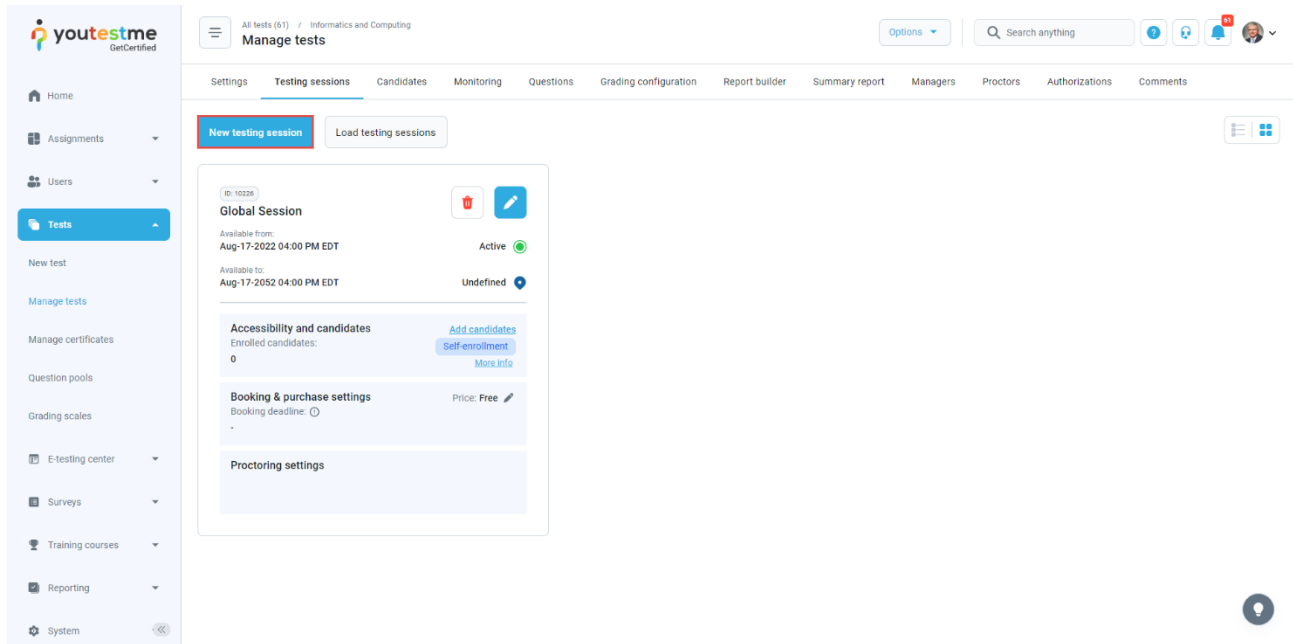
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## 1 Introduction

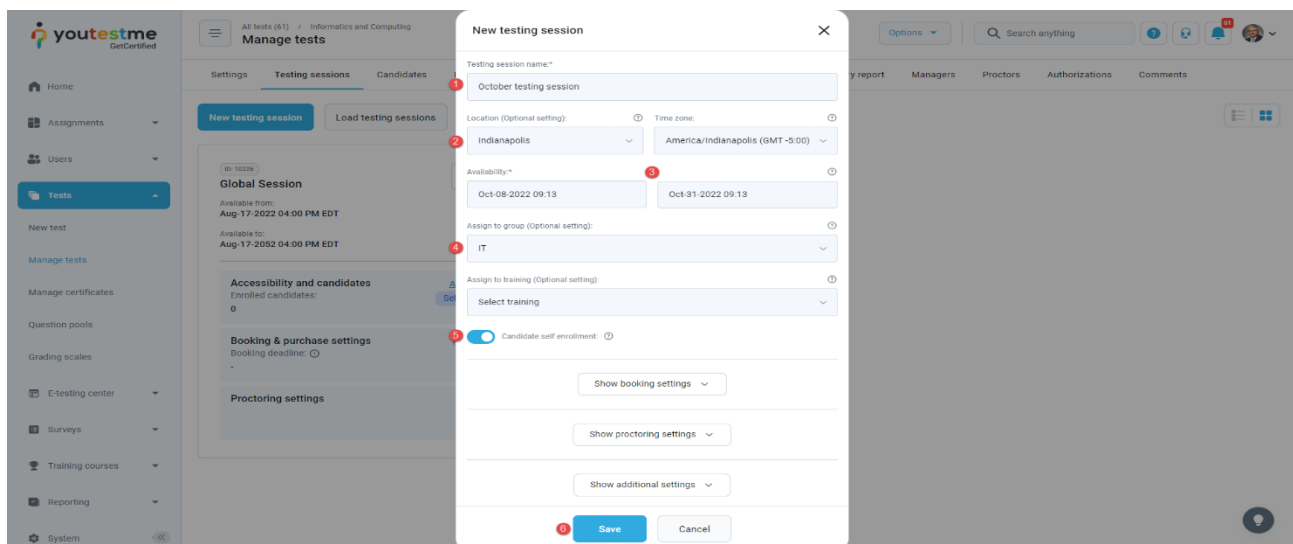
This document's purpose is to explain the requirement R034 - Allow a single exam to be administered on separate dates and multiple administrations at different testing locations on a single date. For example, Exam A will be administered on 50 separate dates in 2018. On 10 of these dates, there will be two exam sessions. o Individual exam administrations should be given a unique identifier, and it should be possible to determine the location and date of each exam administration.

## 2 Creating a testing session

To create a testing session, click the **New testing session** button.



1. Enter the **Testing session name**.
2. Choose a **Location** optional).
3. Define **Start** and **End** time, when the candidates must begin a test within that time limit.
4. Assign a group to this specific testing session.
5. Select the **Candidate self-enrollment** option, allowing all candidates within the system to automatically have open access to that test.
6. Click the **Save** button to save a session.



You can create multiple Testing Sessions for one particular test, with a different availability period.

The screenshot shows the 'Manage tests' interface in the youtestme application. The page title is 'All tests (01) / Informatics and Computing' and the main heading is 'Manage tests'. The navigation menu includes: Settings, Testing sessions (active), Candidates, Monitoring, Questions, Grading configuration, Report builder, Summary report, Managers, Proctors, Authorizations, and Comments. There are buttons for 'New testing session' and 'Load testing sessions'. Two testing sessions are displayed in a grid:

- October testing session** (ID: 10230): Available from Oct-08-2022 09:13 AM EDT to Oct-31-2022 09:13 AM EDT. Location: Indianapolis. Status: Active. Price: Free.
- Global Session** (ID: 10234): Available from Aug-17-2022 04:00 PM EDT to Aug-17-2052 04:00 PM EDT. Location: Undefined. Status: Active. Price: Free.

Each session card includes sections for 'Accessibility and candidates', 'Booking & purchase settings', and 'Proctoring settings'. The 'Accessibility and candidates' section shows 0 enrolled candidates and options for 'Add candidates', 'Self-enrollment', and 'More info'. The 'Booking & purchase settings' section shows a 'Booking deadline' and 'Price: Free'.