



YouTestMe

Assign eTest user qualifications automatically (SWISS Active Directory list)

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1 Introduction

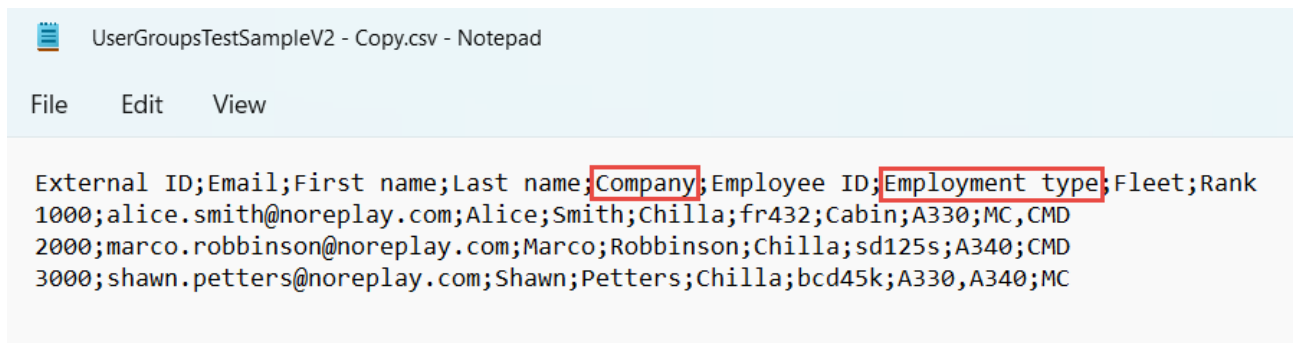
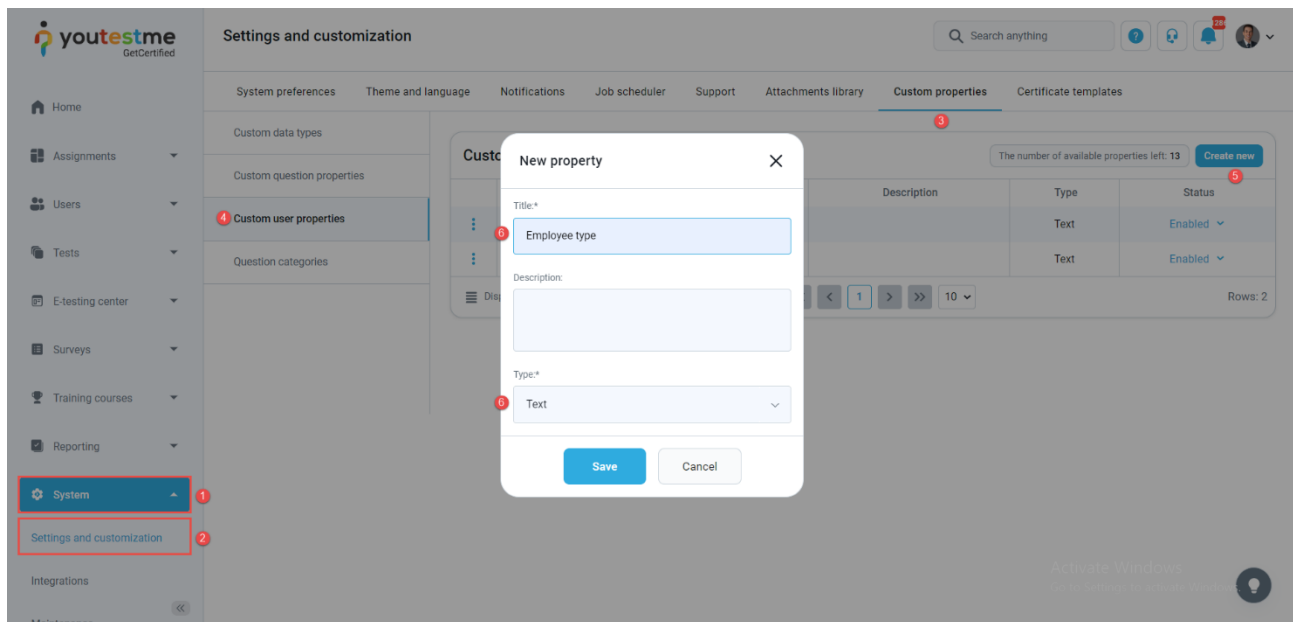
This article explains how to assign eTest user qualifications automatically by using the SWISS **Active Directory** list.

2 Defining custom properties

Before importing the CSV file, custom user properties need to be created.

To create custom user properties, do the following:

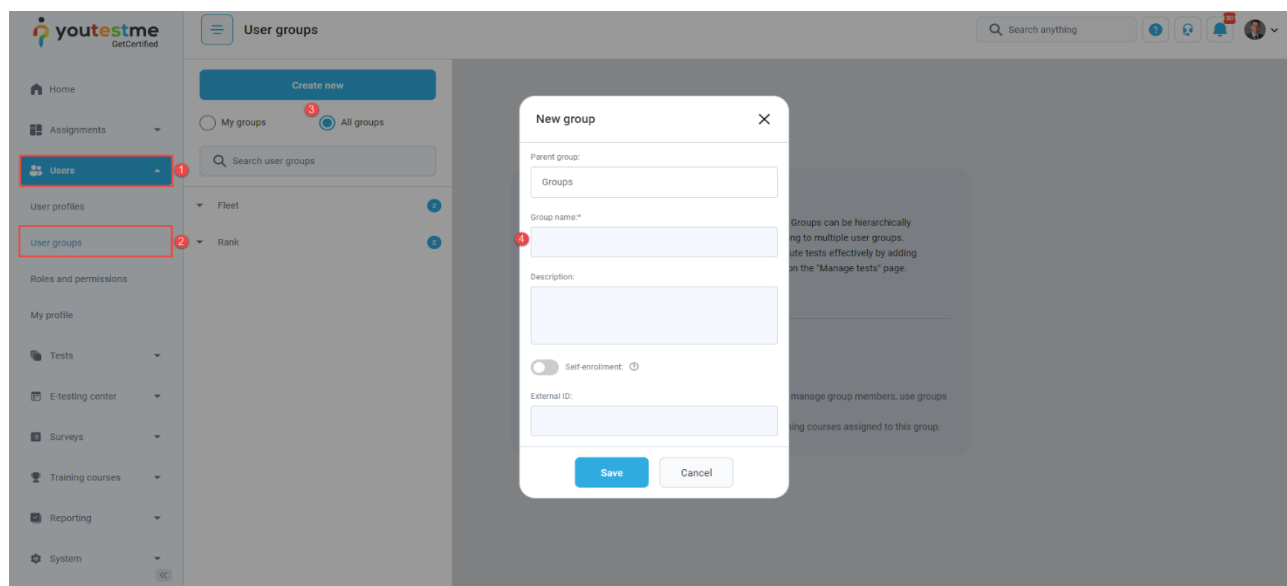
1. Navigate to the **System** tab in the left side menu.
2. Select the **System and customization** tab.
3. Select the **Custom properties** tab.
4. Select the **Custom user properties** tab.
5. Select the **New** button.
6. Name the custom properties **Company** and **Employee type**.



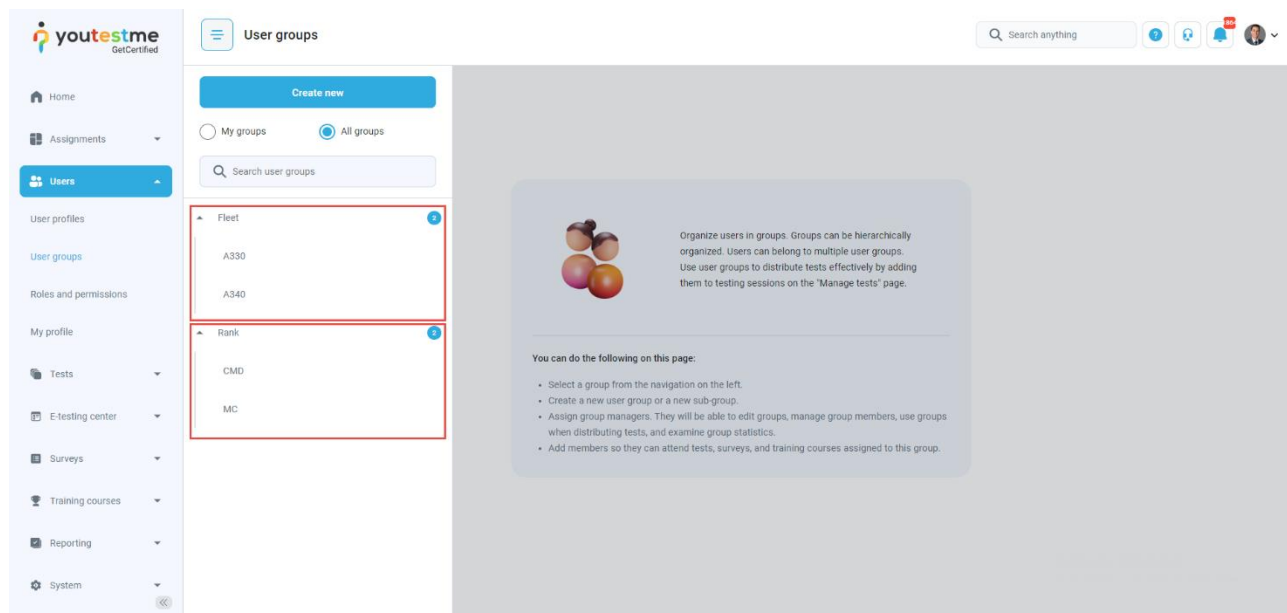
3 Creating user groups

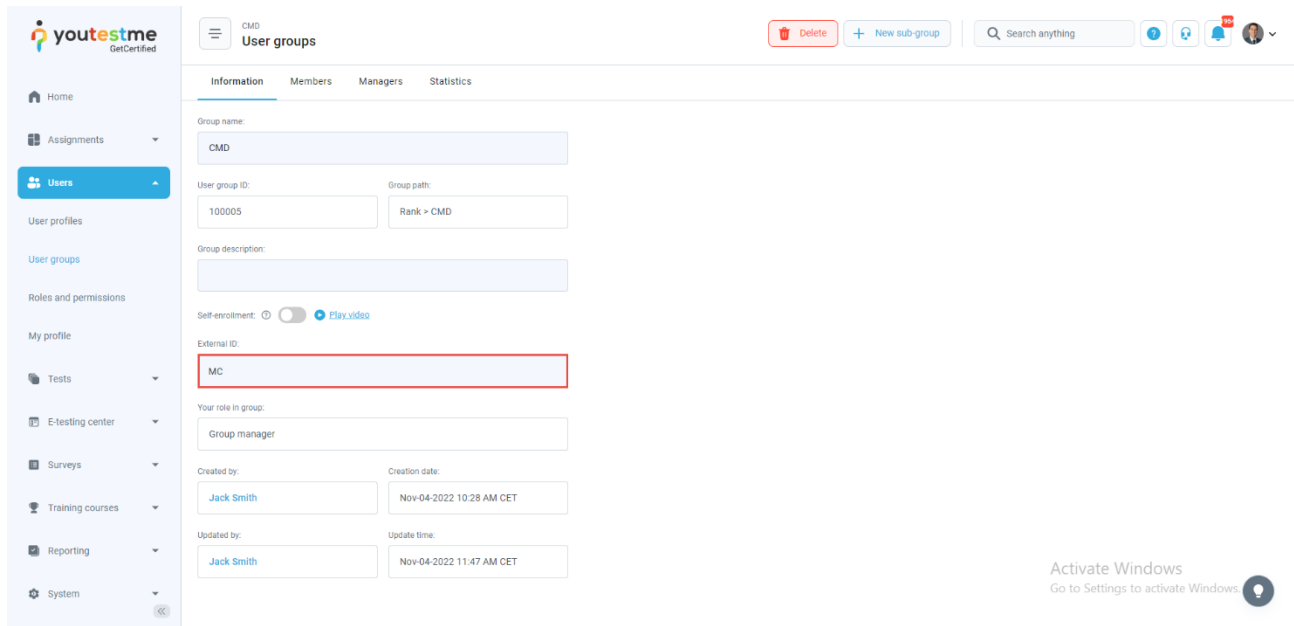
To create a user group, do the following:

1. Navigate to the **Users** tab.
2. Select the **User groups** tab.
3. Select the **Create new** button.
4. Enter the group name and external ID. The external ID must be the same as the one in the CSV file.



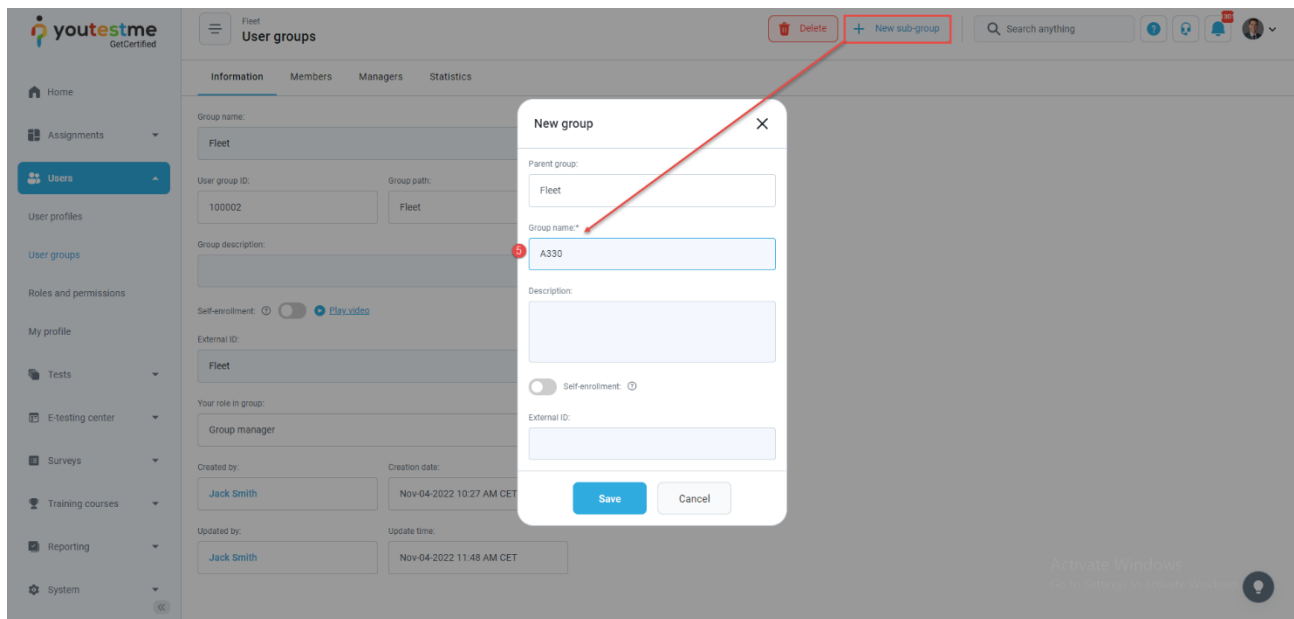
For example: the group can be called **CMD** and have an external ID MC. Then the users from the CSV file belonging to MC rank will be assigned to the group **CMD** based on external ID MC.





The screenshot shows the 'User groups' page for the 'CMD' group. The 'External ID' field is highlighted with a red box and contains the value 'MC'. The 'Group name' is 'CMD', 'User group ID' is '100005', and 'Group path' is 'Rank > CMD'. The 'Group description' is empty. The 'Self-enrollment' toggle is turned off. The 'Created by' is 'Jack Smith' and the 'Creation date' is 'Nov-04-2022 10:28 AM CET'. The 'Updated by' is 'Jack Smith' and the 'Update time' is 'Nov-04-2022 11:47 AM CET'.

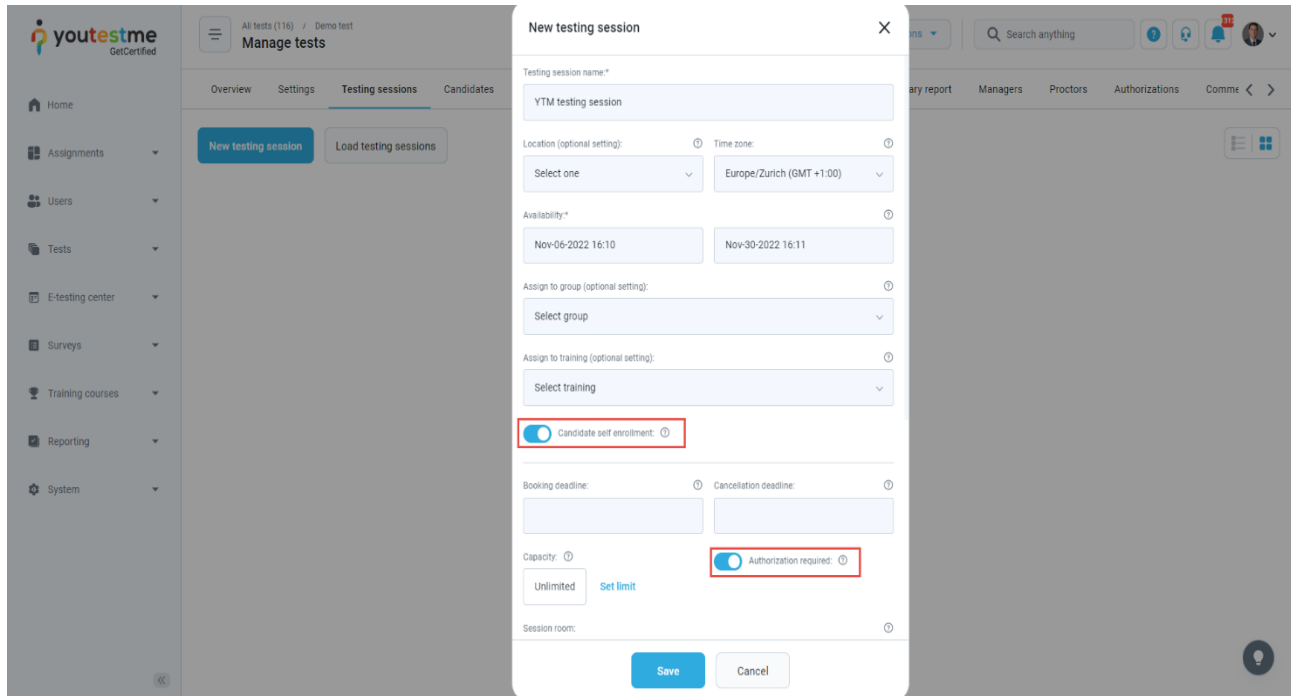
5. Enter the sub-group name.



The screenshot shows the 'User groups' page for the 'Fleet' group. The 'New sub-group' button is highlighted with a red box. A modal titled 'New group' is open, showing the 'Group name' field highlighted with a red box and containing the value 'A330'. The 'Parent group' is 'Fleet', 'User group ID' is '100002', and 'Group path' is 'Fleet'. The 'Group description' is empty. The 'Self-enrollment' toggle is turned off. The 'Created by' is 'Jack Smith' and the 'Creation date' is 'Nov-04-2022 10:27 AM CET'. The 'Updated by' is 'Jack Smith' and the 'Update time' is 'Nov-04-2022 11:48 AM CET'.

4 How to create testing sessions

Before executing the **Assign authorization automatically** job, create a testing session and enable the **Candidate self enrollment** option. Also, enable the **Authorization required** option.



The screenshot shows the 'New testing session' form in the Youtestme interface. The form is titled 'New testing session' and contains various fields for configuring a testing session. The 'Candidate self enrollment' and 'Authorization required' options are highlighted with red boxes.

Fields and options visible in the form:

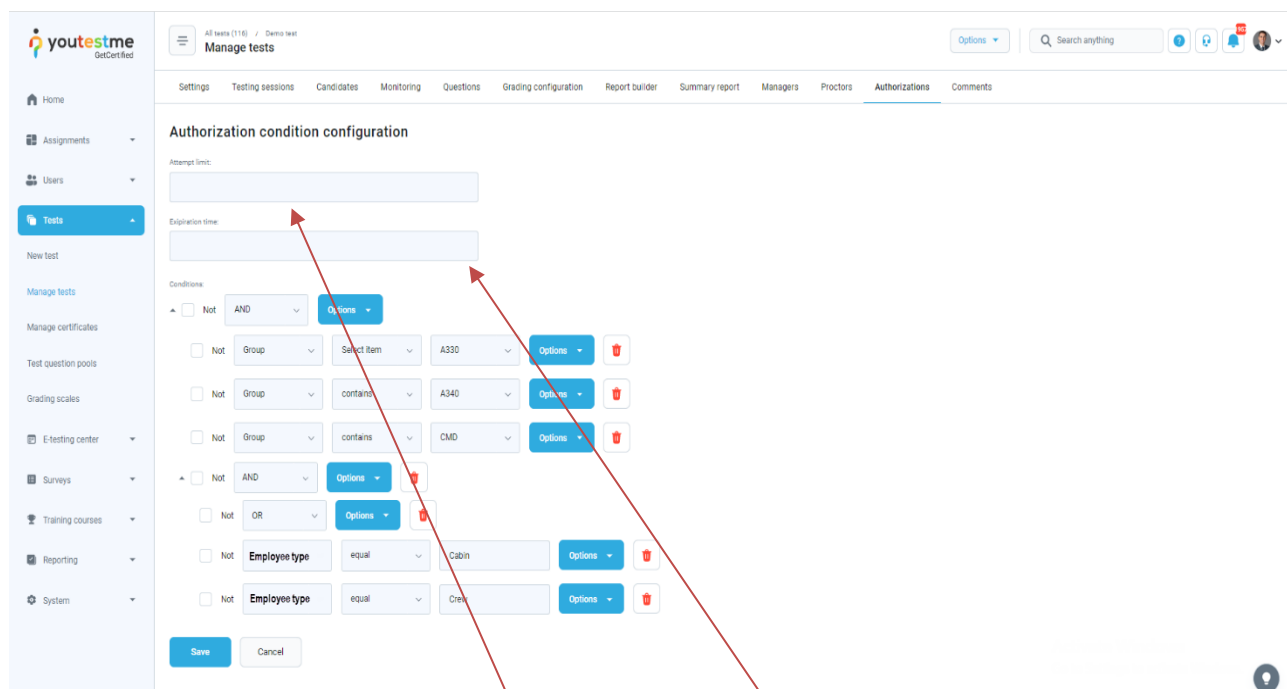
- Testing session name*: YTM testing session
- Location (optional setting): Select one
- Time zone: Europe/Zurich (GMT +1:00)
- Availability*: Nov-06-2022 16:10, Nov-30-2022 16:11
- Assign to group (optional setting): Select group
- Assign to training (optional setting): Select training
- ☒ Candidate self enrollment: ⓘ
- Booking deadline: , Cancellation deadline:
- Capacity: ⓘ, Unlimited, [Set limit](#)
- ☒ Authorization required: ⓘ
- Session room: ⓘ
- Buttons: Save, Cancel

Note: Every time when the CSV file is changed, execute the job again to update the information from the file to the system. In this way, only users for which you created the authorization (fulfill the desired conditions) will be able to take the test.

5 How to configure test conditions

After creating a testing session, define the conditions in the **Authorizations** tab in the test settings. This functionality provides a possibility to take the test only for users who fulfill all conditions previously created within a test.

1. Optionally select the number of authorized attempts.
2. Optionally select the authorization expiration date.
3. Set desired conditions.
4. Click on the **Save** button to save the changes.



The screenshot shows the 'Authorization condition configuration' page. It has a sidebar with navigation links like Home, Assignments, Users, Tests, etc. The main area is titled 'Authorization condition configuration' and contains the following fields and options:

- Attempt limit:** A text input field.
- Expiration time:** A text input field.
- Conditions:** A section with a list of rules. Each rule has a 'Not' checkbox, a logical operator (AND/OR), and a list of conditions. The conditions are:
 - Group: A330
 - Group: A340
 - Group: CMD
 - Employee type: Cabin
 - Employee type: Crew

Red arrows point from the text 'attempt limit' and 'authorization expiration time' in the text below to the corresponding fields in the screenshot.

Note: The above condition will include every user in group A330 **AND** group A340, **AND** in group CMD, **AND** with an employment type cabin **OR** crew.

Apart from setting conditions, options for **attempt limit** and **authorization expiration time** can be configured.

6 Creating jobs

Before importing the CSV file, firstly, jobs need to be created. One for SWISS import of users and Assign authorization automatically.

For **Import SWISS users** job, in the pop-up dialog, enter the path to the file and the name of the file that will be imported. After executing the job, the users will be automatically created and added to the user groups (previously created) that are defined in the CSV file.

Edit job
X

Type:

Import Swiss users

Name:*

Swiss import users

Description:

Start time:*

Nov-04-2022 23:00

☒ Repeat

☒ Repeat forever

End time:

Repeat interval:

Days: 1

Hours: 0

Minutes: 0

Resource:

Swiss users

Save

Cancel

For the **Assign authorization automatically** job, in the pop-up dialog, define the repeat interval. Executing the job will affect the tests with the defined authorization settings.

Edit job

×

Type:

Assign authorizations automatically

Name:*

Assign authorizations automatically - testing Nov

Description:

Start time:*

Nov-04-2022 23:00

☒ Repeat

☒ Repeat forever

End time:

Repeat interval:

Days: 1

Hours: 0

Minutes: 30

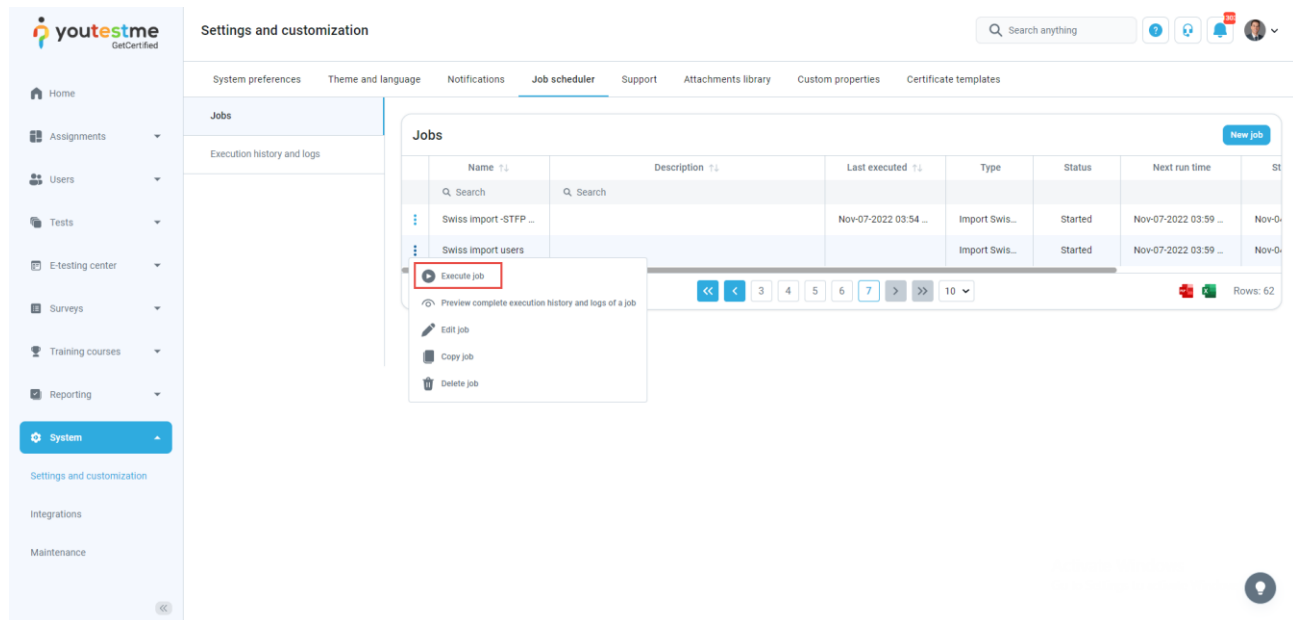
Save

Cancel

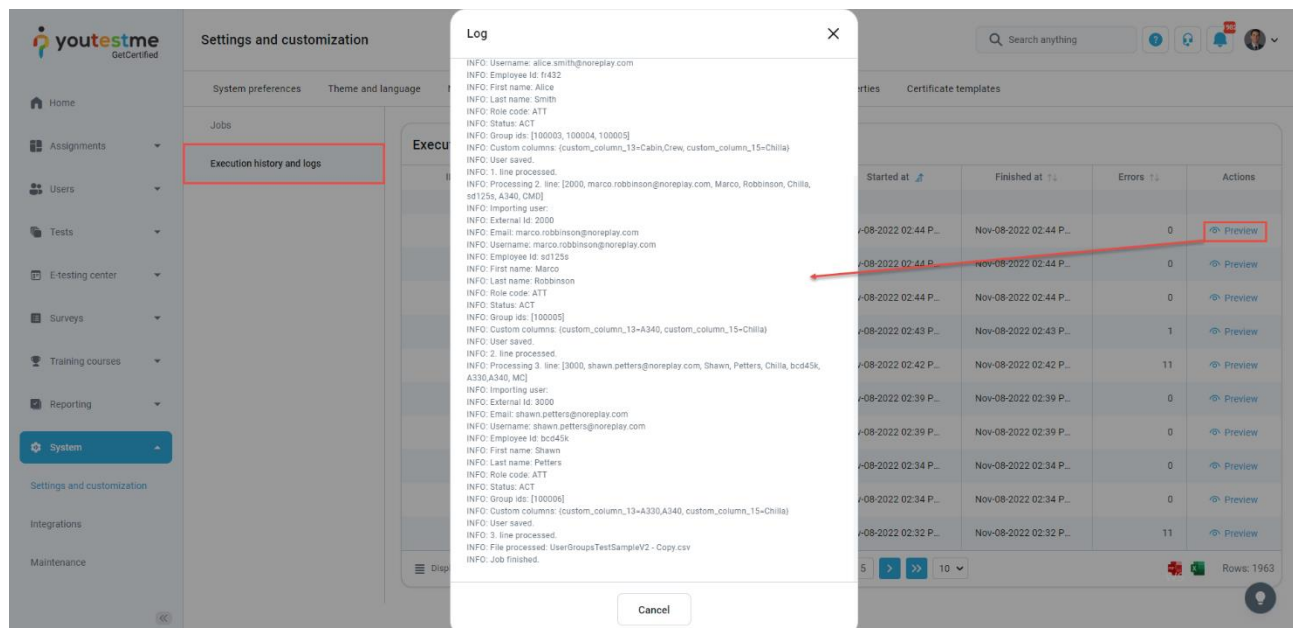
For more information on how to create jobs, visit [How to create and schedule jobs](#).

6.1 Executing the job

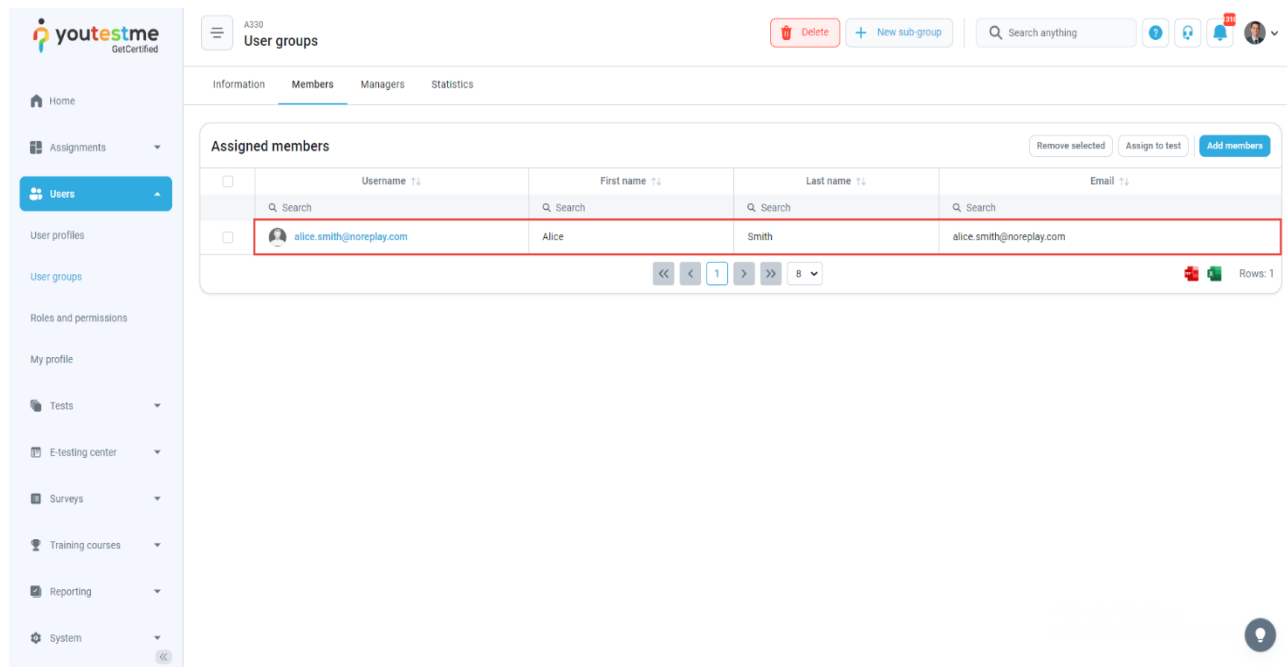
After creating a job, select the **Execute job** option to import the users in the application.



After navigating to the **Execution history and logs** tab and clicking on the **Preview** option, in the pop-up dialog can be found information about the user import.

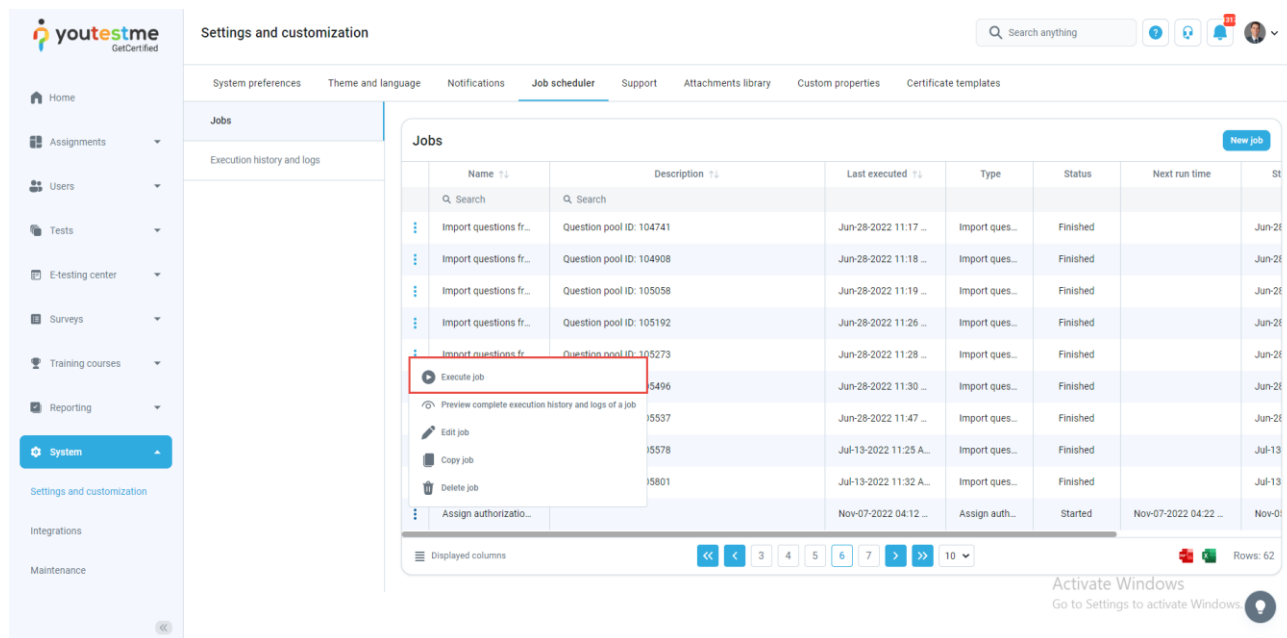


After importing the users, navigate to the **User groups** tab to see if the execution was success.



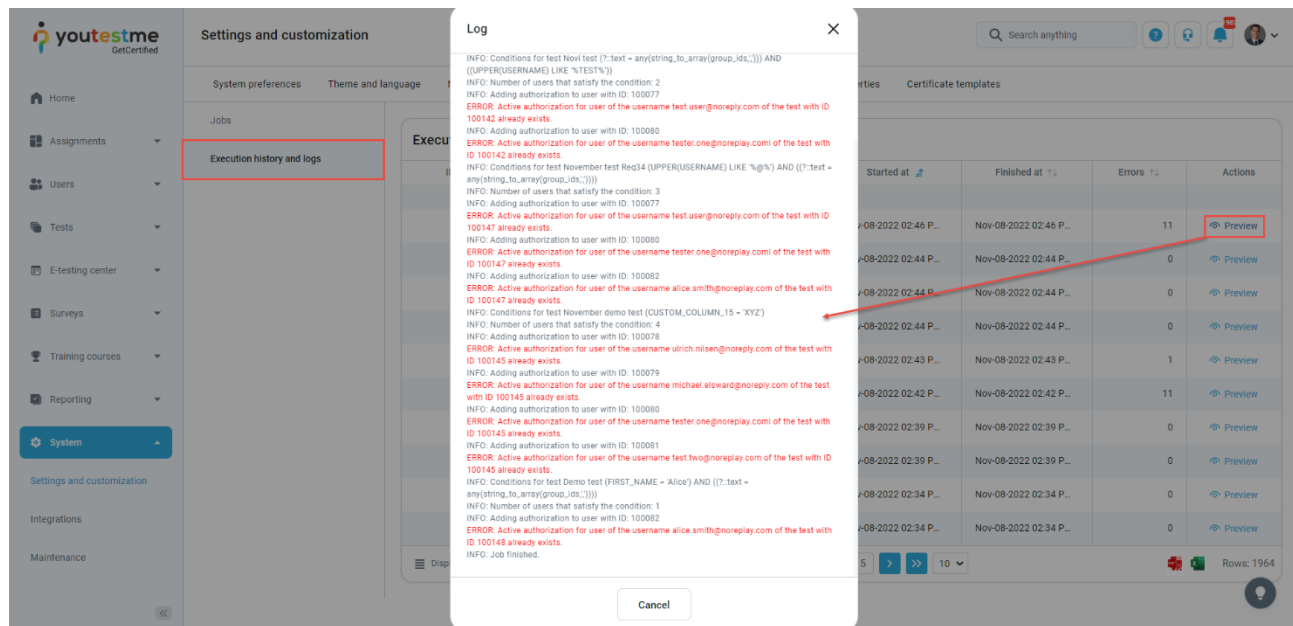
The screenshot shows the 'User groups' interface with the 'Members' tab selected. The table lists assigned members with columns for Username, First name, Last name, and Email. The first row, containing 'alice.smith@noreplay.com', is highlighted with a red border. The interface includes a sidebar with navigation options like Home, Assignments, Users, Tests, and Reporting.

After defining the conditions, navigate back to the **Job scheduler** tab to execute the job for user authorization.



The screenshot shows the 'Job scheduler' interface with the 'Jobs' tab selected. The table lists scheduled jobs with columns for Name, Description, Last executed, Type, Status, Next run time, and ST. The first job, 'Import questions fr...', is highlighted with a red box. The interface includes a sidebar with navigation options like Home, Assignments, Users, Tests, and Reporting.

After navigating to the **Execution history and logs** tab and clicking on the **Preview** option, in the pop-up dialog can be found information about authorizations.



The screenshot shows the 'Execution history and logs' tab in the youtestme interface. A modal window titled 'Log' is open, displaying a series of log entries. The entries include information about test conditions, user counts, and authorization attempts. A red arrow points from the 'Preview' button in the table to the log modal.

Log entries:

- INFO: Conditions for test Nov test (?-text = any(string_to_array(group_ids, ','))) AND ((UPPER(USERNAME) LIKE '%TEST%'))
- INFO: Number of users that satisfy the condition: 2
- INFO: Adding authorization to user with ID: 100077
- ERROR: Active authorization for user of the username test.user@noreplay.com of the test with ID 100142 already exists.
- INFO: Adding authorization to user with ID: 100080
- ERROR: Active authorization for user of the username tester.one@noreplay.com of the test with ID 100147 already exists.
- INFO: Conditions for test November test Req34 (UPPER(USERNAME) LIKE '%@%' AND (?-text = any(string_to_array(group_ids, ',')))
- INFO: Number of users that satisfy the condition: 3
- INFO: Adding authorization to user with ID: 100077
- ERROR: Active authorization for user of the username test.user@noreplay.com of the test with ID 100147 already exists.
- INFO: Adding authorization to user with ID: 100082
- ERROR: Active authorization for user of the username alice.smith@noreplay.com of the test with ID 100147 already exists.
- INFO: Conditions for test November demo test (CUSTOM_COLUMN_15 = 'XYZ')
- INFO: Number of users that satisfy the condition: 4
- INFO: Adding authorization to user with ID: 100078
- ERROR: Active authorization for user of the username ulrich.nilsen@noreplay.com of the test with ID 100145 already exists.
- INFO: Adding authorization to user with ID: 100079
- ERROR: Active authorization for user of the username michael.elward@noreplay.com of the test with ID 100145 already exists.
- INFO: Adding authorization to user with ID: 100080
- ERROR: Active authorization for user of the username tester.one@noreplay.com of the test with ID 100145 already exists.
- INFO: Adding authorization to user with ID: 100081
- ERROR: Active authorization for user of the username twog@noreplay.com of the test with ID 100145 already exists.
- INFO: Conditions for test Demo test (FIRST_NAME = 'Alice') AND (?-text = any(string_to_array(group_ids, ',')))
- INFO: Number of users that satisfy the condition: 1
- INFO: Adding authorization to user with ID: 100082
- ERROR: Active authorization for user of the username alice.smith@noreplay.com of the test with ID 100148 already exists.
- INFO: Job finished.

The job includes the information of the number of users that satisfy the condition of the specific test.

Note: The error will occur if a specific user has an active authorization.

Going back to the **Authorizations** tab, in the table will appear a user that satisfies the condition below and will have an active authorization.

All authorizations

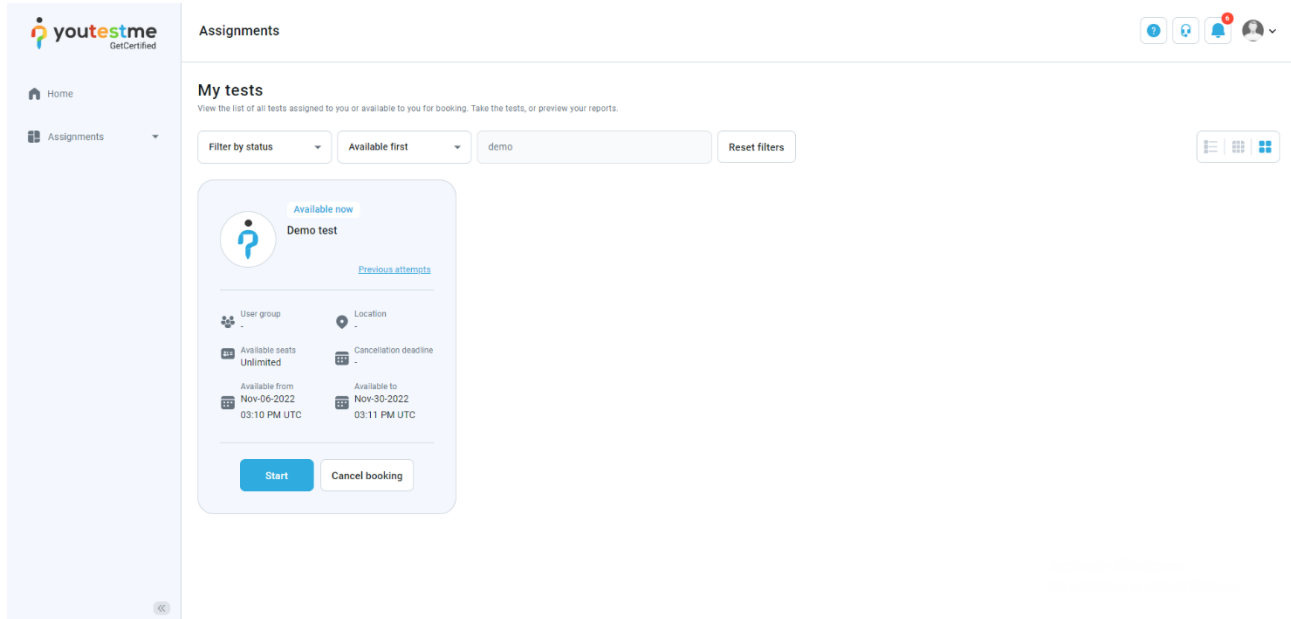
Create new authorization

ID	Active	Test name	Test external ID	Username	Expiration time	Attempts limit	Attempts left	Used attempts
<div><div></div><div>Q Search</div></div>	<div><div></div><div>Select one</div></div>	<div><div></div><div>Q Search</div></div>	<div><div></div><div>Q Search</div></div>	<div><div></div><div>Q Search</div></div>				
<div><div></div><div>100045</div></div>	<div><div></div><div>Yes</div></div>	<div><div></div><div>Demo test</div></div>		<div><div></div><div>alice.smith@noreplay.com</div></div>	<div><div></div><div>Nov-09-2022 12:00 PM CET</div></div>	<div><div></div><div>3</div></div>	<div><div></div><div>3</div></div>	<div><div></div><div>0</div></div>
<div><div></div><div>Displayed columns</div><div>Save displayed columns</div></div>								
<div><div></div><div><div><div></div><div></div><div></div><div></div></div><div><div></div><div>1</div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div></div><div><div></div><div></div><div></div><div></div></div><div><div></div><div>10</div><div></div></div></div>								

Rows: 1

7 User's view

The user with the authorization for the specific test will be able to take it. In this case, the test will automatically appear on the **My tests** page.



The screenshot shows the 'My tests' page in the youtestme application. The page has a sidebar with 'Home' and 'Assignments' (selected). The main content area is titled 'My tests' and includes a subtitle: 'View the list of all tests assigned to you or available to you for booking. Take the tests, or preview your reports.' Below this, there are filter controls: 'Filter by status' (dropdown), 'Available first' (dropdown), a search bar containing 'demo', and a 'Reset filters' button. A table view icon is also present. The main content displays a 'Demo test' card. The card has a status 'Available now' and a 'Previous attempts' link. It lists the following details: User group (empty), Location (empty), Available seats (Unlimited), Cancellation deadline (empty), Available from (Nov-06-2022 03:10 PM UTC), and Available to (Nov-30-2022 03:11 PM UTC). At the bottom of the card are 'Start' and 'Cancel booking' buttons.