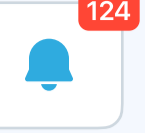
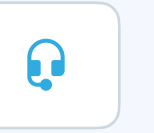




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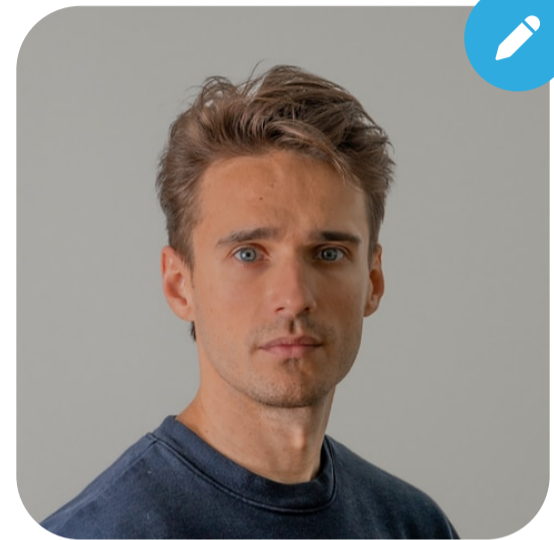
Account Information

Personal Information

Password Settings

Attachments

Account Information



ID

060102

Username

Admin

Email

noreply@youtestme.com

Role

Administrator

User Status

Active



Time zone

Europe/Belgrade



Language in app

English



Language in tests

English



External ID - NEW

Personal Information

Data source

Personal Information

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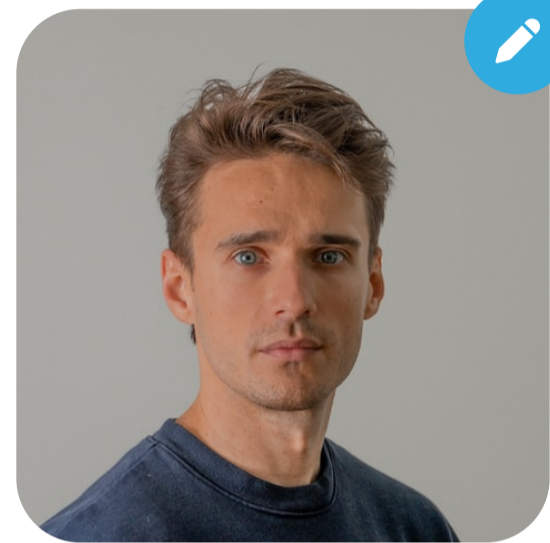
Account Information

Personal Information

Password Settings

Attachments

Account Information



ID

060102

Username

Admin

Email

noreply@youtestme.com

Role

Administrator

User Status

Active



Time zone

Europe/Belgrade



Language in app

English



Language in tests

English



Chinese

Dutch

English

Filipino

Data source

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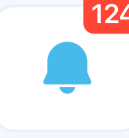
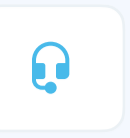
Save



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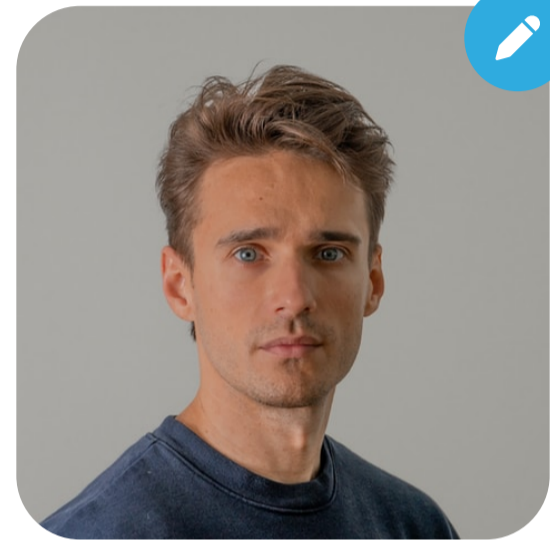
Account Information

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Attachments

Account Information



ID

060102

Username

Admin

Email

noreply@youtestm

Role

Administrator

User Status

Active



Time zone

Europe/Belgrade



Language in app

English



Language in tests

English



External ID - NEW

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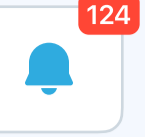
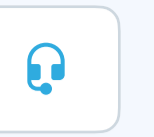
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- Subscribers
- Favorite Reports
- Certificates

Set Status to

Show Inactive Users

Export as

Load User Certificates

Load Users

<input type="checkbox"/>	Username	First Name	Middle Name	Last Name	Email	Role	Status	Employee ID - New	External ID - New	Creation Date
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	aidenmoore	Robert		Fox	noreply@youtestme.com	Student	Active			Nov-11-2015
<input type="checkbox"/>	aidenmoore	Brooklyn		Simmons	noreply@youtestme.com	Student	Active			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Courtney	Jonas	Henry	noreply@youtestme.com	Student	Active			Aug-11-2015
<input type="checkbox"/>	aidenmoore	Floyd	Paul	Miles	noreply@youtestme.com	Student	Active			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Ronald	Mcdonald	Richards	noreply@youtestme.com	Student	Pending			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Marvin		McKinney	noreply@youtestme.com	Student	Active			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Darlene		Robertson	noreply@youtestme.com	Student	Pending			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Jacob	Jordan	Jones	noreply@youtestme.com	Student	Suspended			Oct-11-2015
<input type="checkbox"/>	aidenmoore	Kristin		Watson	noreply@youtestme.com	Student	Suspended			Oct-11-2015

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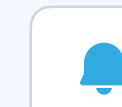
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Online Tests

Online-proctored tests

Pearson VUE tests

Paper-based tests

Note: When using verification with conditions, the system will not verify the test attempts that have the status "Not attempted" unless they have a "Did not show up" value.

Online verification setup

Decide when and how to verify the test results.

Immediate after completing test verify by hold criteria

On-demand verify by hold criteria

One by one - manual verification

Grade holding criteria for auto-verification

In the process of verification based on conditions attempts with one of the following conditions will be held and not verified

Percent scored below

21%

Time used below

08:00:55 (hh:mm:ss)

Report needs grading

Refused NDA

Not finished

Did not show up

Hour

Minute

Second

Cancel

Save

On-Demand Automated Verification

Execute verification by hold criteria for the selected tests.

Select Online test

Reset

Select Online test

Reset

Username	Test External ID	Result	Score	Marked for review	Verified	Did not show up	Status	Attempt External ID	First Name	Last Name
aidenmoore	165A_51SA	Failed	Fox	No	Yes	Yes	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA		Simmons	No	Yes	Yes	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA		Henry	No	Yes	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA		Miles	No	Yes	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	Ronald	Failed	Richards	No	No	No	Not attempted	ada1123ffas6-112415-12...	Ronald	Ronald
aidenmoore	165A_51SA	Failed	McKinney	No	No	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA		Robertson	No	No	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA	Failed	Jones	No	No	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA
aidenmoore	165A_51SA		Watson	No	No	No	Not attempted	ada1123ffas6-112415-12...	165A_51SA	165A_51SA

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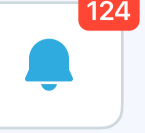
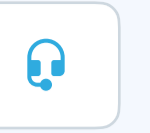
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Create New

0 Advanced Manufacturing Technologies

2 Business Development Department

Analytics

Strategic Planning

0 Client Service Department

0 David Test Group

3 Finance Department

2 Group N

0 Grupa

1 Information Science and Technology

2 IT Department

0 Legal Department



Organize users in groups.

Groups can be hierarchically organized.

Users can belong to multiple user groups.

Use user groups to distribute tests effectively by adding them to testing sessions on the "Manage tests" page.

On this page you can do the following:

- Select a group from the navigation tree on the left.
- Create a new user group or a new sub-group.
- Assign group managers. They will be able to edit group, manage group members, use group when distributing the test, and examine group statistics.
- Add group members, so that they can attend tests, surveys and training courses assigned to this group.

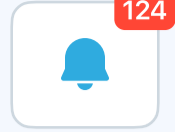


Username
admin



Delete

New sub-group



Information

Members

Managers

Statistics

Here you can see group information. The group name is the only required field, and the rest are optional and descriptive.

Group name

Group path

Group description

Dui praesent lacus pulvinar sed enim. Mi ut suspendisse nibh cras ultrices. Diam amet, mi, mattis et mi amet urna. Id commodo, amet habitant cras lobortis malesuada. At sollicitudin tellus ac fames consectetur. Urna mauris mauris adipiscing imperdiet sit. Ut felis lorem curabitur in parturient urna. Purus amet sit eu pretium accumsan, pretium viverra commodo sed. Arcu adipiscing in iaculis natoque.

User group ID

Group Path

Your role

Created by

Creation Date

Self-enrollment ?

Cancel

Adipiscing auctor tellus tempus amet, pellentesque tortor id morbi. cursus vel in non dictumst proin. Pharetra ante ultrices pulvinar porttitor tellus. Ultrices adipiscing et pellentesque

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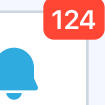
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Test Information

Save

Name:

Label



Administrator

Administrator

Description

Dui praesent lacus pulvinar sed enim. Mi ut suspendisse nibh cras ultrices. Diam amet, mi, mattis et mi amet urna. Id commodo, amet habitant cras lobortis malesuada. At sollicitudin tellus ac fames consectetur. Urna mauris mauris adipiscing imperdiet sit.

Test with sections

[Play Video](#)

Test instructions

All candidates will have to read the instructions before starting the test (this setting is optional). [Read More](#)

Copy previously created instructions

Select Instruction

Description

Dui praesent lacus pulvinar sed enim. Mi ut suspendisse nibh cras ultrices. Diam amet, mi, mattis et mi amet urna. Id commodo, amet habitant cras lobortis malesuada. At sollicitudin tellus ac fames consectetur. Urna mauris mauris adipiscing imperdiet sit.

Test attachments

Optionally, multimedia files can be added as attachments to the test. Depending on the concept of the test, attachments can be available to candidates only at the beginning of the test or throughout the whole test.

Import from Library

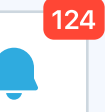
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Test Template Settings

Save

Test Template

Select one (optional)

Test Settings

Duration Type

Unlimited

Page Format

One Question per page

Show Report

Immediately after result grading

Report Content

Score and details

Delivery Preference

Online

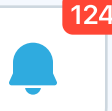
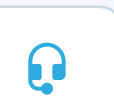
Show advanced settings



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Test Template

Select one (optional)

Test Settings

Duration Type

Unlimited

Page Format

One Question per page

Show Report

Immediately after result grading

Report Content

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- Configure report lifespan [Play Video](#)
- Require answering all questions
- Enable 'I don't know' answer to avoid negative points
- Disable going backwards in test
- Disable answer deselect
- Enable answer feedback [Play Video](#)
- Show question metadata to candidate
- Enable notes [Play Video](#)
- Automatically logout candidate after finishing
- Require updating profile information [Play Video](#)
- Proctoring mode
- Allow test continuation
- Allow test retaking [Play Video](#)
- Enable browser lockdown [Play Video](#)

Network access:

All networks Internal network

Hide advanced settings

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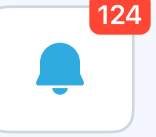
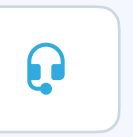
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Optional Certificate

All candidates who pass the test will receive a certificate.
Click Add to choose or design a new certificate.

Skip

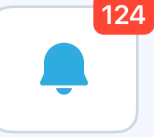
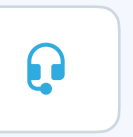
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Add questions manually

All candidates get the same test with the same questions.

Select



Use the test generator

All candidates get a different test, created from your question pool/s.

Select



Upload test from a file

Load questions from Excel files prepared offline.

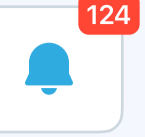
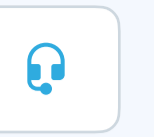
Select



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Add New Question

Import From Pools

Click on the "Import from pools" button to add questions from question pools.

Click on the "Add new question" button to create a new question manually.

Test versions (3)

Test version	Version unique code	Easy	Medium	Hard	Points
⋮ Test version 1	#114 512	0	0	0	0
⋮ Test version 2	#1512 512	0	0	0	0
⋮	#512315 512	0	0	0	0

- Edit
- Remove

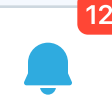
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Certificate Creation

Discard

Choose Certificate ?

Select one

Certificate Options

Title

Subtitle

Company name

Certificate validity (in days)

Unlimited Limited

Style & orientation ?

Certificate of Proficiency - Portrait

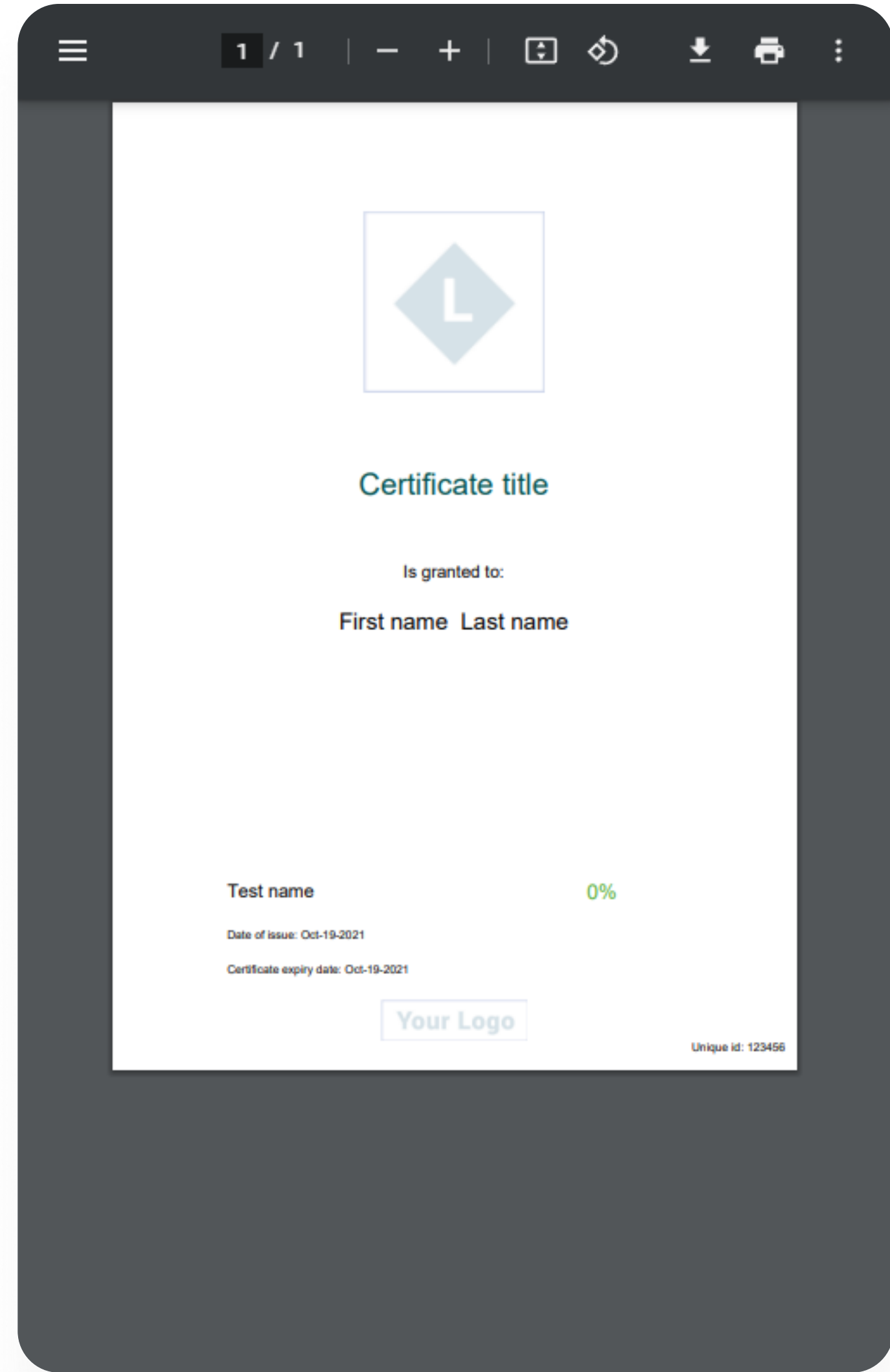
Images Refresh Preview

Background

Certificate logo ?

Certificate logo ?

- Display test name
- Display score
- Display date of issue
- Display expiry date
- Display unique id
- Display default logos



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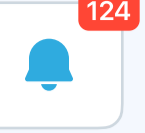
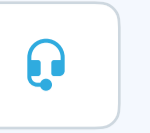
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Add questions manually

All candidates get the same test with the same questions.

Selected ✓



Use the test generator

All candidates get a different test, created from your question pool/s.

Select



Upload test from a file

Load questions from Excel files prepared offline.

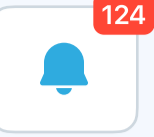
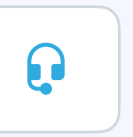
Select



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Optional Certificate

Click on the "Add Question Pool" button to import questions from the question pools.

Include the frequency factor

Add Question Pool



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Add Question Pool

Select a pool from the drop-down list and choose a number of questions for import by their difficulty.

Select Question Pool

Select Pool



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Add Question Pool

Select a pool from the drop-down list and choose a number of questions for import by their difficulty.

Select Question Pool

Aviation > Communications 090 > VFR Communications - 091 > 01 - Definitions

Test version	Version unique code	Difficulty	Frequency factor	Type
Which of the following calls is a "GENERAL CALL"?	01 - Definitions	Medium	-	Single choice
What does the term "AERONAUTICAL STATION" mean?	01 - Definitions	Medium	-	Single choice
What does the term "BLIND TRANSMISSION" mean?	01 - Definitions	Medium	-	Single choice
The three main categories of aeronautical communications..	01 - Definitions	Medium	-	Single choice
What does the term "BROADCAST" mean?	01 - Definitions	Medium	-	Single choice

1 2 3 4 5

Cancel Save