

2020

YouTestMe

How to Customize PDF Version of a Score Report

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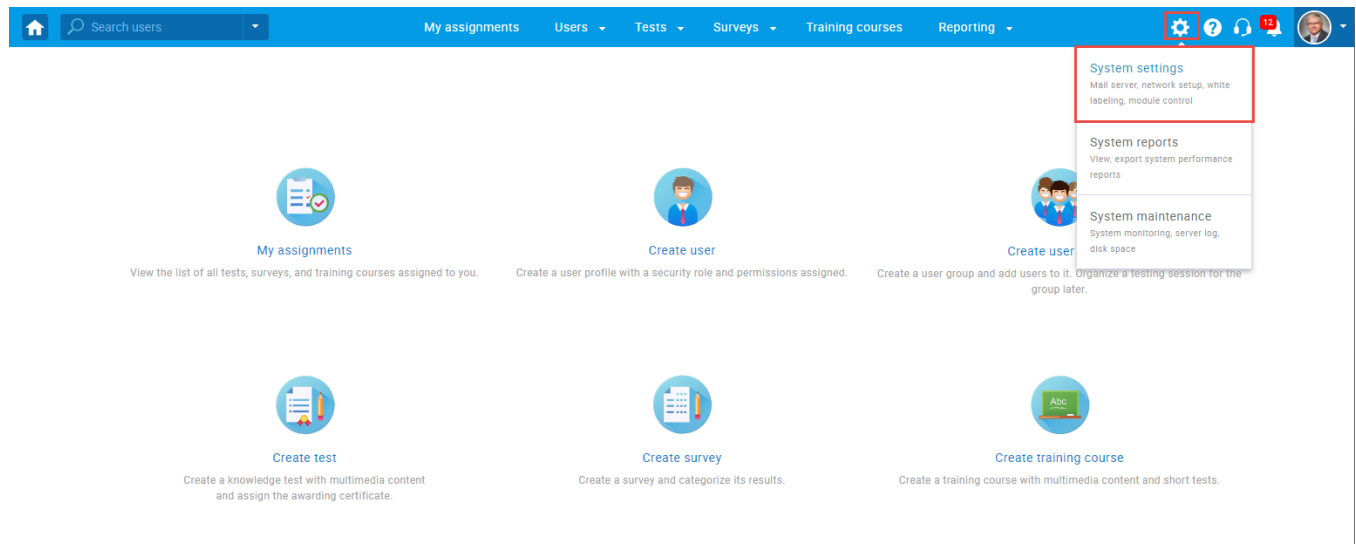
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1 Introduction

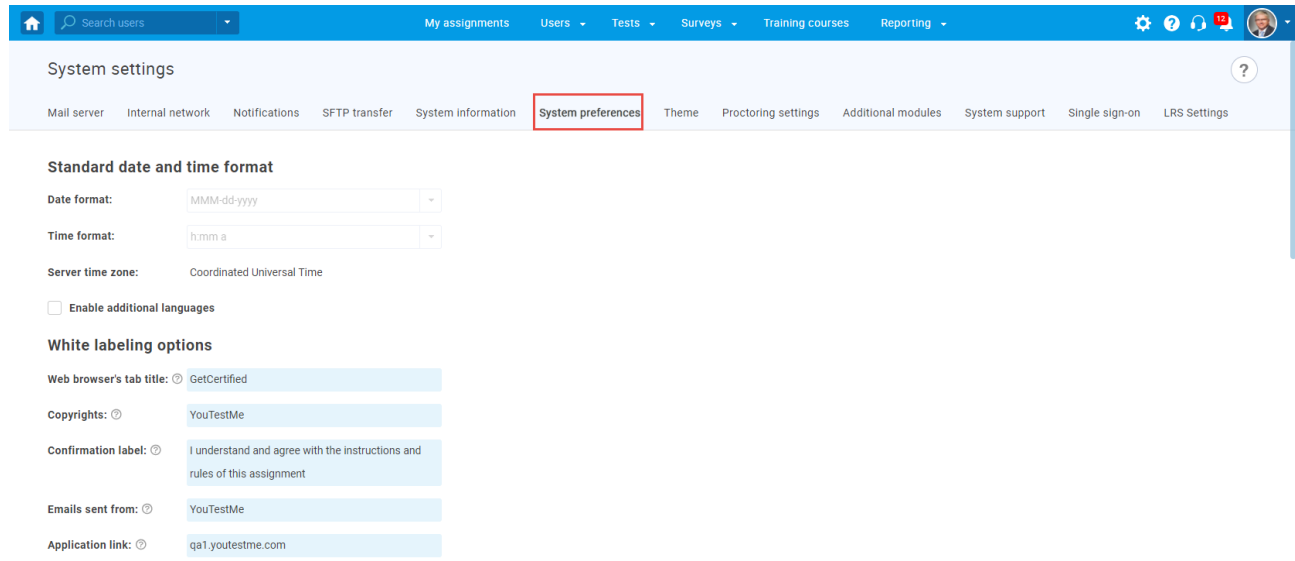
This document will help you to customize PDF version of a score report.

2 Setting a score report labeling

To customize a score report, click the “Settings” button in the main menu and choose “System settings”.



Once you open system settings, choose the "System preferences" tab.



Then:

1. Passing criteria - enter the text on the conditions for taking the test.
2. Main test description- you can enter the necessary information about the test.
3. Sections description- here, you can enter information about sections.
4. Re-test policy - enter information about retaking the test. In your case, you can enter text related to the next tests (as in the example in the picture below).
5. Show pool information - check this option if you want the report to contain information about the pools included in the test.
6. Show sections diagram - check this option if you want the report to contain information about the achieved result of the candidates for each section, the average results of the candidates who fell, and who passed.
7. Show section groups diagram - check this option if you want the report to contain a diagram for created section groups.
8. Click the "Confirm" button to save changes.

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Standard date and time format

Date format:

Time format:

Server time zone: Coordinated Universal Time

Enable additional languages

White labeling options

Web browser's tab title:

Copyrights:

Confirmation label:

Emails sent from:

Application link:

Login instructions:

Instructions for getting started:

[Creating a Simple Test](#)

[Creating and Using Question Pools](#)

[Creating and Using User Groups](#)

Find all the application tutorials at our [Help Center](#).


Display YouTestMe's privacy policy

Score report

- 1 **Passing criteria:**
- 2 **Main test description:**
- 3 **Sections description:**
- 4 **Re-test policy:**
- 5 Show pool information
- 6 Show sections diagram
- 7 Show section groups diagram


Logo

This logo will be visible to all users on the application login screen. You can always switch back to the default logo.



Favicon

This favicon will be visible to all users on the web browser tab.



System parameters

Session timeout in minutes:

Lockout duration in minutes:

8

3 PDF report from a student perspective



CPC exam

Candidate Name
Ema Smith

The test addresses content associated with the 1 topic area

Topic Area 1: Coverage and Nondiscrimination Issues

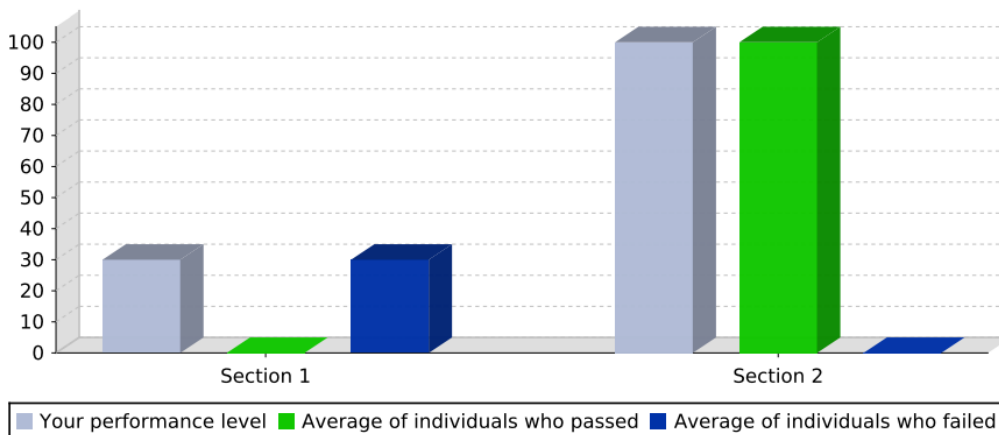
- A grade of 7, 8, or 9 indicates a passing examination.
- A grade of 5 or 6 indicates a failing examination.
- A grade of N indicates a failing examination which is below the minimum standard. (that has no specified topic areas).

To provide candidates meaningful feedback regarding their performance on the assessment, the program provides candidates a score report divided into two sections.

The table below shows the effect achieved on the test. Also, the grade necessary for the pass.

SECTION 1	TOTAL TEST
Your Score	72.00%
Performance Threshold	70.0%
Your Final Result	Meets Requirement

Section 2 provides candidates information regarding their performance on the Section 1 and Section 2. The Section 1 includes Topic Area 1. The Section 2 includes Topic Areas . 70% in each section is not a requirement for passing the test. But, if the candidate gains more than 70%, he will get the grade "Satisfactory" and otherwise "Needs Work.".





If you are continuing your pursuit of ASPPA's CPC credential or planning to take additional exams, registration for ASPPA's Spring 2020 examination will open soon. You can register online at <https://asppanet.org/professional-development/cpc-exam> . Registration for the CPC modules will open soon as well. Please visit <https://asppa-net.org/professional-development/cpc-modules> for more information.

If successful completion of this examination has enabled you to fulfill the examination requirements of the ASPPA credential(s) you are pursuing, you will need to apply for the desired credential(s). For more information on the requirements for each ASPPA credential or to download the credentialed membership application, please go to the ASPPA website at www.asppa-net.org.

If you have any questions about this report, please address them in writing to Retirement Plan Academy at the ASPPA office. You can also send your questions via email to rpa@usaretirement.org Please include your candidate number with any correspondence.