



YouTestMe

New way of configuring common sessions

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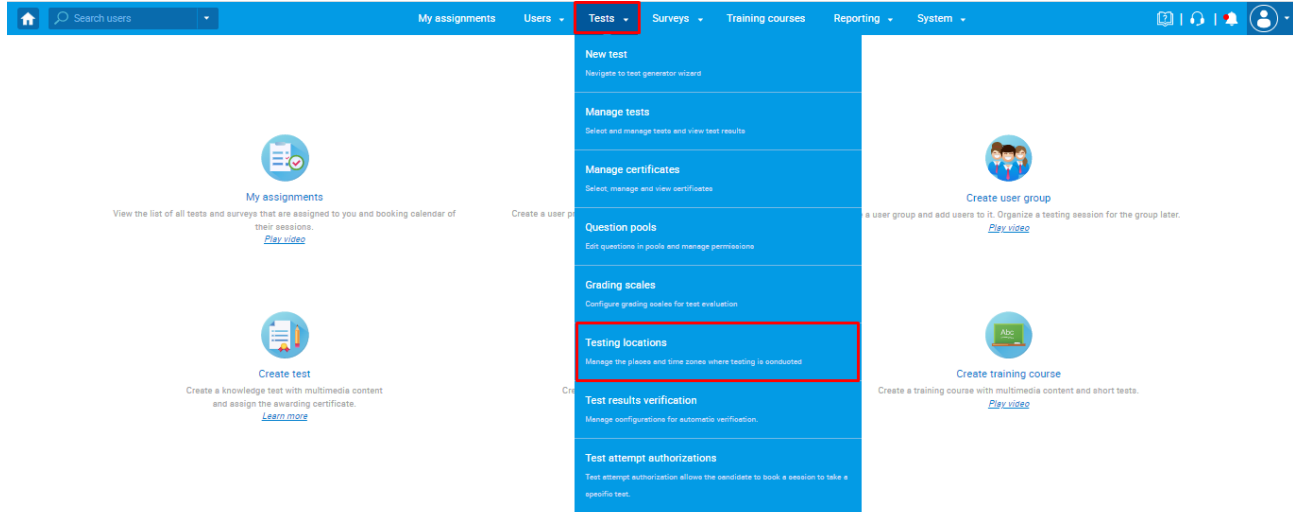
1 Introduction

This document explains how to configure common sessions since implementation features for college students have caused changes.

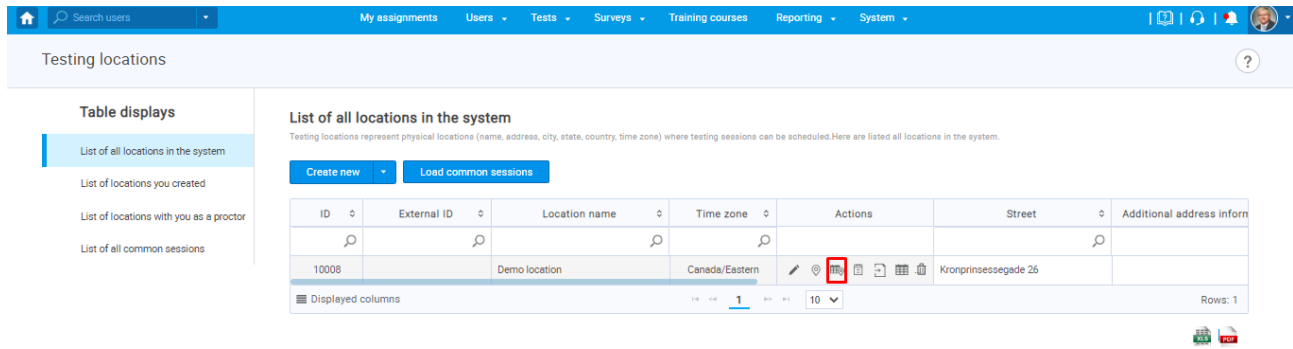
2 Creating common testing session

2.1 The same part of the process as before

To create the individual testing session, navigate **"Tests"** in the main menu and choose **"Testing locations"**.



Create the common session on the desired testing location by clicking the **"Create common session"** icon.



The pop-up window will appear to enter information about the common testing session you are creating.

Note: The session should be configured as usual. Only part that can be additionally configured is explained in the chapter below.

2.2 The new part of the process

You need to configure “Additional instructions” by selecting the previously created message template for public sessions (self-enrollment option enabled) in the corresponding language.

Once the “Create common sessions for multiple tests” pop-up appears, the default value for additional instructions will be first created in a template in the system settings. For more information, please read this [article](#).

To change the default message template, click the "**Load from template**" button and select the desired template and language on which the message should be presented.

