

# Welcome to Examiner documentation

## 1. Introduction

This instruction material was prepared in order to introduce users to elearning web application Examiner. It explains how to use various features provided by application for platform administrator user. Creation of new users (examiners and students), user edition. Creation of new student groups, assigning groups to courses and students and making changes to platform settings, its icon, name and settings of evaluation system. We wish you pleasant and easy usage of our application.

Mateusz Pawłowski

# 2. Homepage

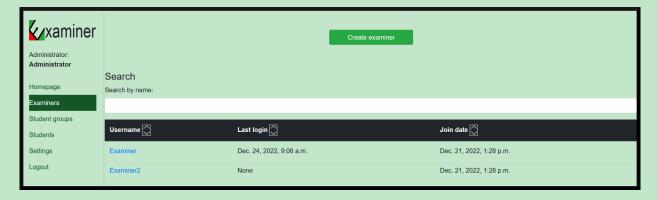
Homepage contains name and icon of e-learning platform. There you can find button for sharing opinions and what's more important – option to choose language. If website is displayed in wrong language you should press "English" button situated at the top of the screen.



## 3. Examiners

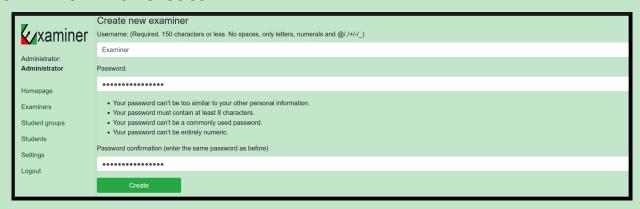
In order to properly use Examiner app it is necessary to create examiners. Platform administrator account is devoted to higher level tasks and as such does not have access to course creation and edition. One examiner account is enough to fully utilize your platform, however application allows creation of many so it is possible to delete account of examiner which for some reason should not have platform access.

## 3.1. Examiner List



Examiner list is presented as table containing information about examiners, their usernames, date of their last login and time of their creation. Clicking on examiner username redirects to examiner edit view. List can be sorted with buttons situated to the right of column names. Above list there is a text field that allows to search examiners by username. Above search field there is a button that redirects user to examiner creator.

### 3.2. Examiner creator



This view is used for examiner creation. Entering examiner username is required (150 characters or less. No spaces, only letters, numbers and @/./+/-\_). Password has to be repeatedly entered for confirmation (Password can't be too similar to other personal information, must contain at least 8 characters, can't be a commonly used password and can't be entiretly numeric)

## 3.3. Examiner editor



This view is used for changing username and password of examiner. It also allows deletion of already existing examiner. In case in which username is changed login is changed as well so if examiner is not informed about their username being changed they won't be able to log in which gives similar result to password change. Rules for username and password are identical to the ones during examiner creation. When "Delete examiner" button is pressed a pop-up window will appear and ask if user is sure that they want to delete examiner account.

## 4. Students

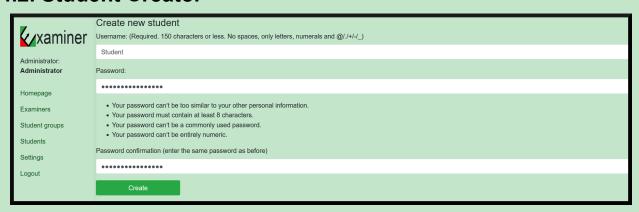
Students are a category of users which can be assigned to student group and through it to the course. Learning resources that were appended to course can be viewed by students. They can view courses they were assigned to, however they do not have access to information about other courses or any other users besides themselves. They can view their own exam results though.

#### 4.1. Student list



Student list is displayed in the form of table containing information about students usernames, last login dates and dates of their creation. Clicking students username redirects to student edit view. List can be sorted with buttons placed right to column name, Above list there is a text field for searching students by username. Above search field button that redirects to student creator is situated.

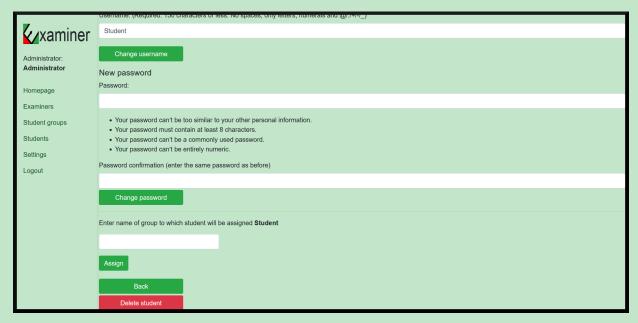
## 4.2. Student Creator



This view can be used to create new student accounts. Entering students username is required (150 characters or less. No spaces, only letters, numbers and @/./+/-/\_). Password has to be repeatedly entered for

confirmation (Password can't be too similar to other personal information, must contain at least 8 characters, can't be a commonly used password and can't be entirely numeric)

## 4.3. Student editor

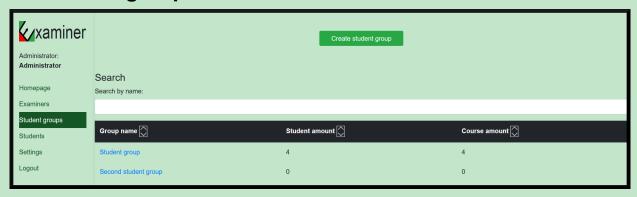


This view is used for changing username and password of a student. It also allows for student account deletion. In case of changing username login will change as well so that when the student is not informed they won't be able to log in which creates similar effect to password change. Rules regarding username and password are identical as the in the case of student creation. In the case that "Delete student" button is pressed a pop-up window will appear to confirm the choice of student deletion. This view unlike examiner edit view has additional feature in form of field that allows assigning student to specific student group which name has to be entered.

## 5. Student Groups

Student groups are used for gathering students into larger groups to which courses are assigned. After course creation, course has to be assigned to student group so that students belonging to it could have access to course.

## 5.1. Student group list



List of student groups is displayed as table containing information about group- its name, and amount of students and courses that were assigned to it. There's also a text field for searching groups by name. Button situated at the top allows for creation of new student group. Clicking on group name redirects to student group edition.

## 5.2. Student group creator



Group creator allows for creating a new group. It is sufficient to enter only its name which can be composed of any characters, including spaces. Names of two student groups within one platform can't be identical. New group is not going to be assigned to any students nor courses.

# 5.3. Student group editor



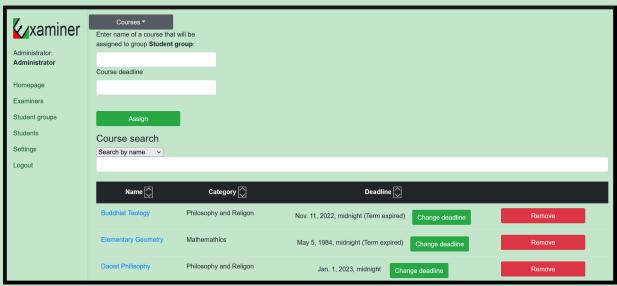
Student group editor is rich in features. Most basic are changing group name (which has no side effects) and option to delete group. In case of group deletion student accounts and courses are not deleted, rather they are unassigned from the deleted group.

## 5.3.1. Student part



Pressing "Students" button will unravel list of students assigned to group. As well as information about their username, last login date and creation date. To the right from student username "Delete" button which unassinges student from group. You can also find text field for searching students in the group by username. Above search field there's form that allows for assigning new students to the group by entering their usernames. Clicking on students username in the table redirects to above mentioned student edit view.

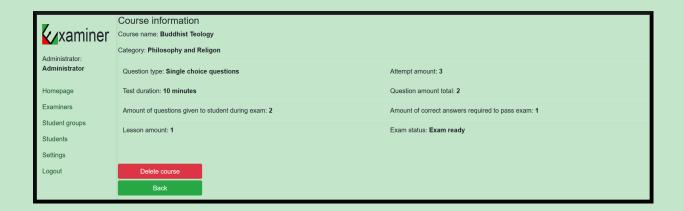
## 5.3.2. Course part



Pressing "Courses" button unravels course section of group edition. It includes table listing all courses assigned to student group. There is information about name, category and deadline of each course for this group. Courses do not posses any deadlines on their own, only when they are assigned to group they get one. Thanks to that one course can have multiple

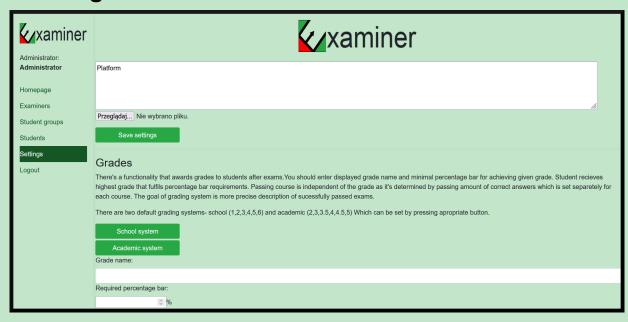
deadlines for separate groups. Pressing "Change deadline" button situated to the right of the deadline date (relevant only to this specific student group). To the right there "Delete" button which unassignes course from the group. Above table you can find there is course search feature- by name or category. Above it form that is used for assigning courses to group is situated. It is required to enter course name as well as deadline date (for example in YYYY-MM-DD format). Clicking on course name redirects to course detail view.

#### 5.3.3. Course detail view



Course detail view contains information concerning it, such as: its name, category, question type, test duration, amount of questions given to students during exam, amount of lessons appended to course, amount of exam attempts that students can take, total amount of questions that examiners created for the course and minimal passing score. This view contains button for course deletion as well. Examiners do not have permission for course deletion even though they can make new ones, as such coming to this view from platform administrator account is the only way to delete created course. Pressing button causes pop-up window asking if user is sure that they want to delete the course to appear.

# 6. Settings



## 6.1. Platform edition

This view allows for change of platform name that is displayed to every user after logging in regardless of account type (platform administrator, examiner or student), and choosing or changing platform icon. In platform name there could be included additional information besides platform name. Platform icon is always displayed in upper left corner of the screen as well as on homepage for logged in users. For preview it's also displayed above name form. If administrator wants to resign from having logo they can check "Clean" check mark which appears when platform has logo set and press "Save settings" button. Before icon is set or after it was removed default icon of Examiner app is displayed (same as the one on the main page before logging in).

#### 6.2. Grades

Beneath platform edit form grades menu is located. Grades are optional feature of Examiner app and in the case when platform has no grades set users and examiners are going to see percentile scores (achieved score multiplied by 100% and divided by max score) instead of them. Students receive highest grade for which they fulfill grade bar requirement. Grades do not have maximal values, only lower ones as such lowest possible grade should have percentile bar of 0 (%). In case when there is no grade for which percentile bar requirements would be met student will receive "None" grade, such scenarios do not occur when default evaluation systems are used. If administrator would like to not use grading and return to using percentage scores only all grades should be removed from grades table at the bottom of the page. Grades do not affect passing exams, passing score is set by examiners during course edition.

#### 6.2.1. Grades form

Above grades table, which allows their deletion grade form is situated. It's use is creation of new grades by administrator. In order to do this grade name that is going to be displayed and minimal percentage bar must be entered. Percentage bar must be in a range from 0 to 100, percentage sign "%" should not be entered into the form, just the number. In the scenario when two grades are given same name no errors occur, as they are categorized by percentage bars, however it is advised that each grade should have different name. Grades can't be edited but they can be very quickly deleted with grades table beneath the form and add updated version. Order of grade creation or deletion do not affect anything.

## 6.2.2. Default evaluation systems

There are two default evaluation systems available. They can be enabled by pressing appropriate button above grades form: "School system" and "Academic system". Once one is selected all grades that were set before are deleted and replaced by grades from selected evaluation system. If administrator would like to disable them and use custom grades then all grades should be deleted and new ones should be added.

## 6.2.2.1. School system

6 - 96%

5 - 84%

4 - 70%

3 - 55%

2 - 40%

1 - 0%

## 6.2.2.2. Academic system

5 - 91%

4.5 - 81%

4 - 71%

3.5 - 61%

3 - 51%

2 - 0%