

# User Manual for the Exam Question Application

## V.1.0

A Web-Application for the Simple Management of Past Questions and the  
Creation of New Papers

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# Chapter 1

## Uploading a Question

### 1.1 Accessing the Upload Interface

The Upload Interface can be accessed through the navigation bar, by clicking on “Upload Question” (See Figure ).

When preparing to upload a question, you should have:

- The original .tex file for an individual question in a compressed .ZIP of a folder (directory), which contains a sub-directory labelled `figs`<sup>1</sup> containing any images referenced in the question file.

- A compiled PDF of the question<sup>2</sup> so that the application can display a preview of the question when browsing.



Figure 1.1: Example Directory Structure of a Question Ready for Upload

**Note:** In this version of the product, while uploading a question the whole process should be done in one, it is not possible to resume uploading a question if leaving midway through the process described in this chapter

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<sup>1</sup>this is the preferred format however “figures” is an acceptable variation

<sup>2</sup>generated by for example running `pdflatex` on the original question file

## 1.2 Uploading the Question

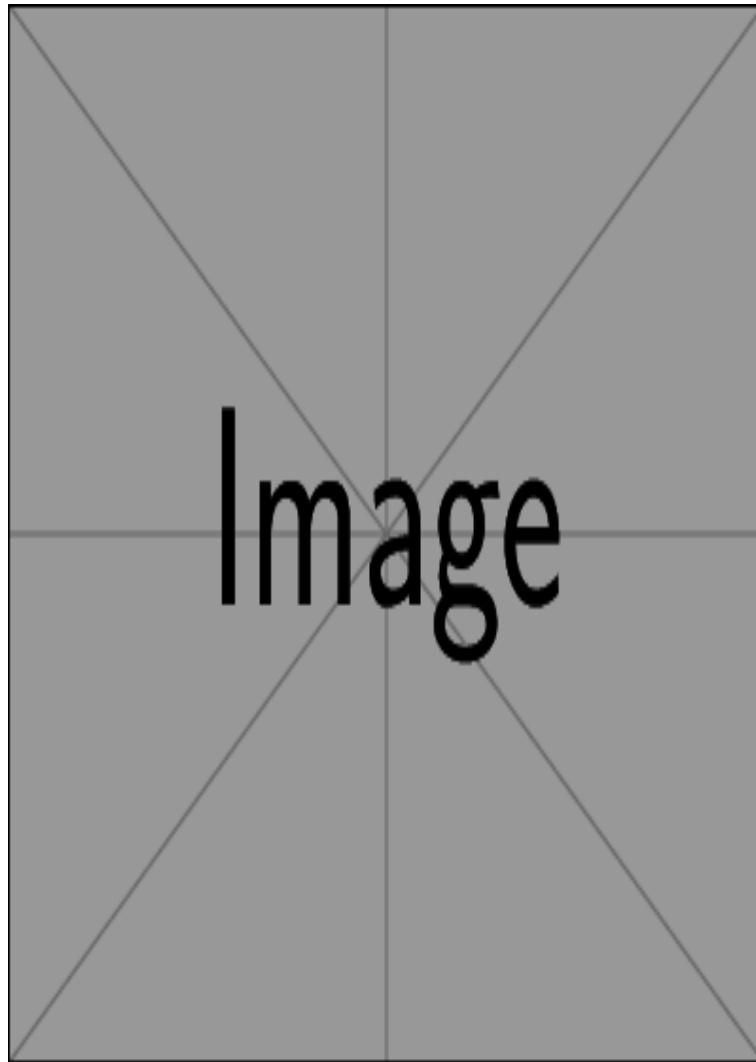


Figure 1.2: The “Upload a Question” Page

For this part of the upload process, click each of the file upload buttons and choose the .ZIP and PDF corresponding to the question data and preview of the question you wish to upload. *Ensure you choose the correct files as at this stage you cannot correct this through the application.*

In the field “notes” put any notes you feel are relevant about the difficulty or success of the question.

The brief description field should be a 5-10 word description of the question, this could easily just be the first 10 words or sentence of the question.

The Keywords field is *one of the most important* fields on this page, as it is where we filter questions for search. Write a comma-separated-list of key words, and ensure you spell them *correctly*, as once again you cannot in this version correct any errors made here.

**Once you are Satisfied all the information is correct** you can click the “To Upload History” button and progress to the next stage of the upload process.

## 1.3 Inputting History on Upload

This stage of the upload process is important to record when and how your question has been used, prior to it being uploaded to this system, which will track any further use (where downloaded from the database for formal assessment). Here you will input the information for all past assessments in which you have used this question.

The first stage for each prior usage you record is to choose whether you will be creating a new paper in your history as a user, or if this usage was in a paper that you, as a user of this system, have already worked before. It is recommended that you check the list of past papers by selecting old paper first if you are unsure if you have already referenced the paper in question before.

**You may add additional past uses by clicking the Add History button.<sup>3</sup>** Once you have added all previous uses you wish, you can click submit to finish the question upload process, once again **making sure to check the correctness of your choices.**

You may wonder where the results for each question are inputted. This is done through *updating the results for a paper* as described in chapter 5, as this was part of the design brief for this application.

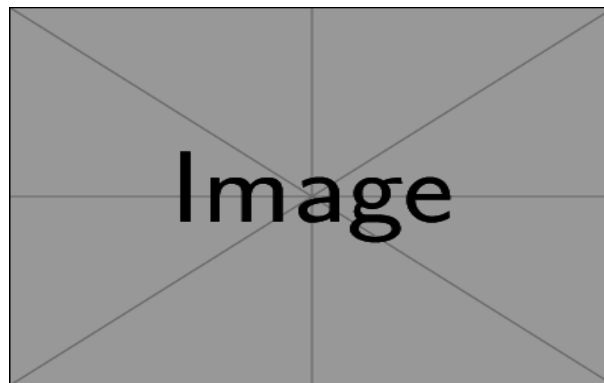


Figure 1.3: Selection Box to Choose between a Past or a New Paper

### Picking a Past Paper

After Selecting the “Past Paper” option, you will be given a drop-down box of all prior papers associated with your account in the database<sup>4</sup>. Simply select one of these if the question was used in one. If the test you are looking for does not appear in this list, then you likely have not worked on that paper from this account, and should create a new paper.

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<sup>3</sup>it is possibly best to do this as many times as will be necessary before inputting the information for each use, in case there are issues in adding the fields.

<sup>4</sup>through creating tests through the application or through uploading other questions and selecting new paper



Figure 1.4: Selection for Adding a Past Paper into a Question's History on Upload

### Adding a New Paper

Selecting the “New Paper” option will provide you with a series of text boxes in which you should state: The institution at which the question was used in this instance, the unit in which the question was used, the name of the assessment the question was used in, and the date of this assessment.

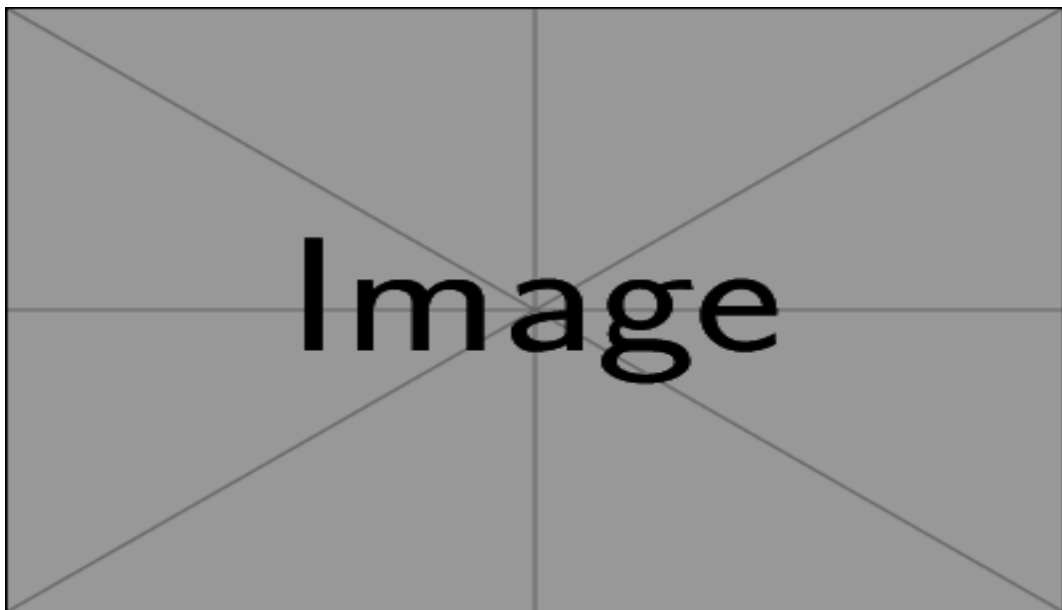


Figure 1.5: Input Form for Adding a New Paper into a Question's History on Upload



# Chapter 2

## Creating a Paper

To begin working on a new paper you first need to create one. To do this you need to click “New Test” on the navigation bar. This will take you to the page for creating a new paper



Figure 2.1: Navigation Bar Search Tool

### 2.1 Inputting the Paper Information

There are four fields which need to be filled in for each paper to uniquely identify it:

- The first field you need to fill in is the **Institution** at which the paper is being used (e.g. UWA, ANU)
- The second field is the **Unit** in which you are using the paper (e.g. PHYS1001, CITS3200)
- The third field is the **Assessment** name (e.g. Test: Optics, Exam, Assignment 3, Test 2)
- Finally you should input the **Date** that the assessment will run.

When all fields are filled in, click the create button, and you can now begin to fill up this paper.

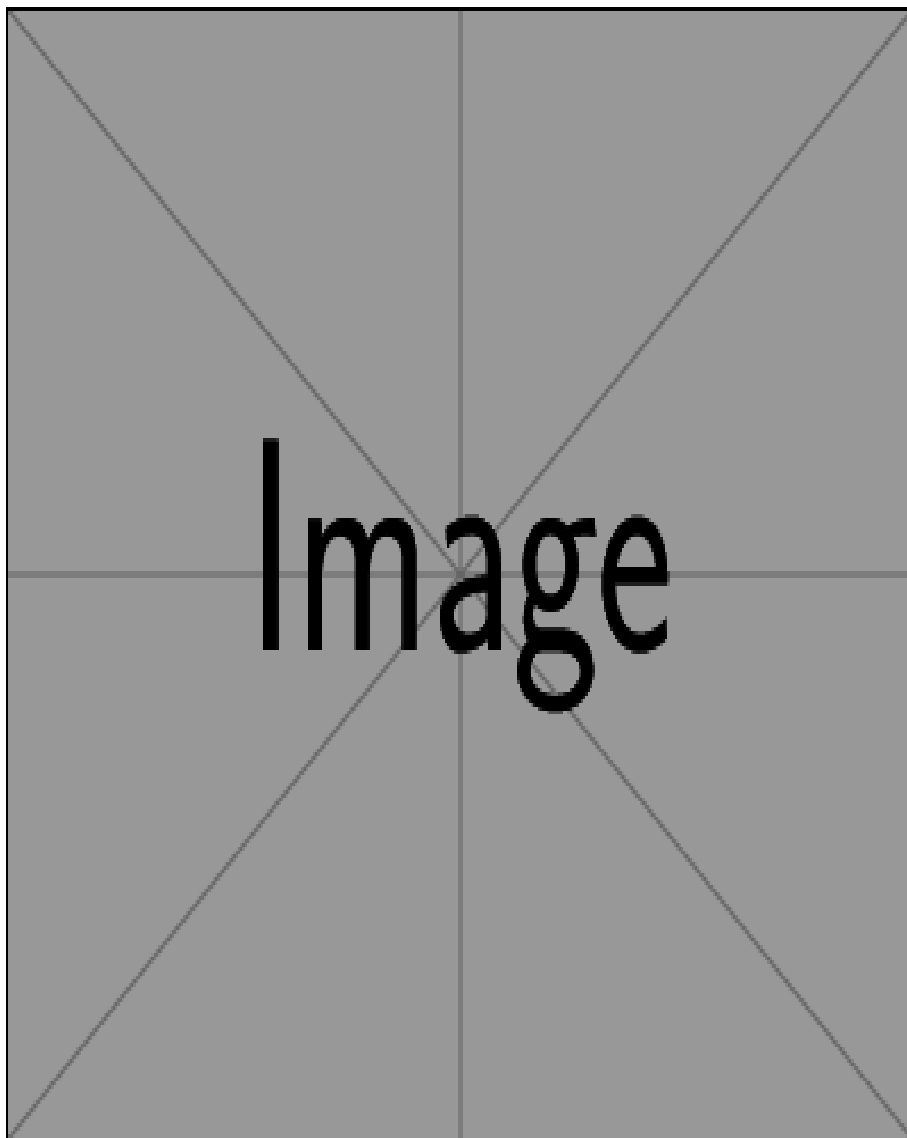


Figure 2.2: The Page for the Creation of a Paper

# Chapter 3

## Adding Questions to a Paper

### 3.1 Searching the Database

When using the application, once logged in, the homepage for the application is a search page you can use to search for questions by keyword. To search a question, click the grey text box and type any keywords you would like to search for questions relating to. Our system will then search the database for any questions related to these, and you will be redirected to a search results page. Alternatively, you may use the search bar included in the navigation bar of the page on any other page of the application.

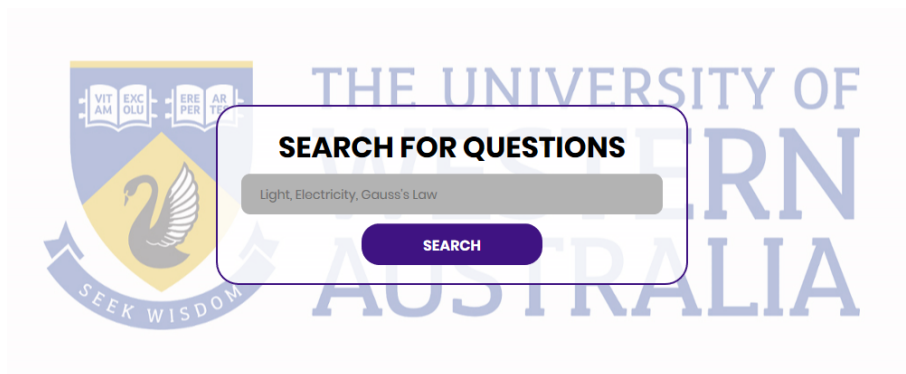


Figure 3.1: Search Bar on Application Search Page



Figure 3.2: Navigation Bar Search Tool

The results of your search will be displayed with a brief description of the contents of each question, the year in which each question was uploaded to the database, a link to a preview of each question, and a link to the previous usage history for that question.

## 3.2 The Preview Page

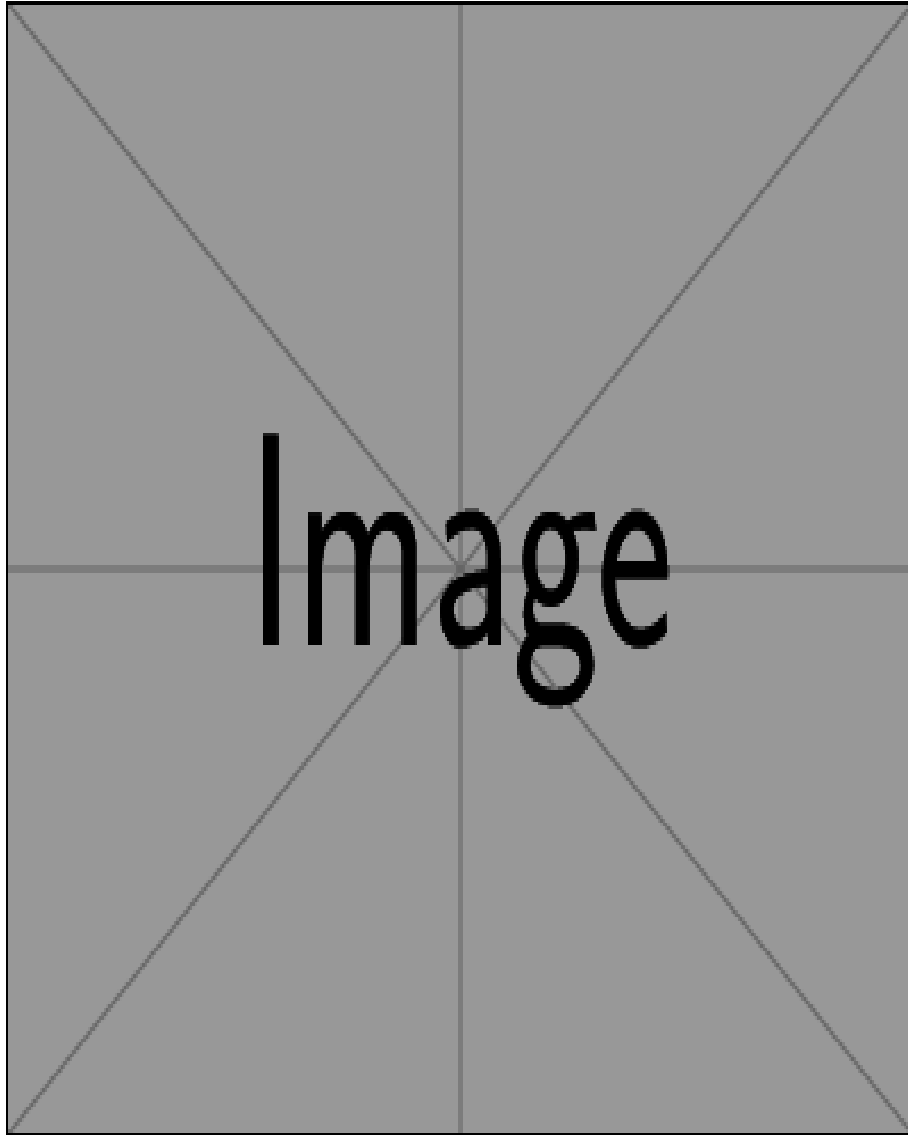


Figure 3.3: The Preview Page for an Example Question

This page shows what the question would look like as originally uploaded to the database, to give you an idea of any graphics included and show the question being just the brief description.

This page is also the page from which you can choose to add a question to your currently in progress test by clicking on the Add to Test button (1), although if your test includes this question already, button (1) will be inactive. You can also choose to view the question's use history from this page by clicking on the History button (2). Once you click to add a question to a test you will be redirected to a confirmation of this action, and you can again search for more questions.

### 3.3 The History Page

This page displays a row of information for each recorded occasion on which this question has been used for a formal assessment in the past. The columns in order show, for each assessment using the question, the institution which ran the assessment, the unit the assessment was a part of, the name of the assessment, the date of the use, and finally the result for this question in that assessment. The result is displayed as the number of students who correctly answered the question over the total number of students who sat the assessment.

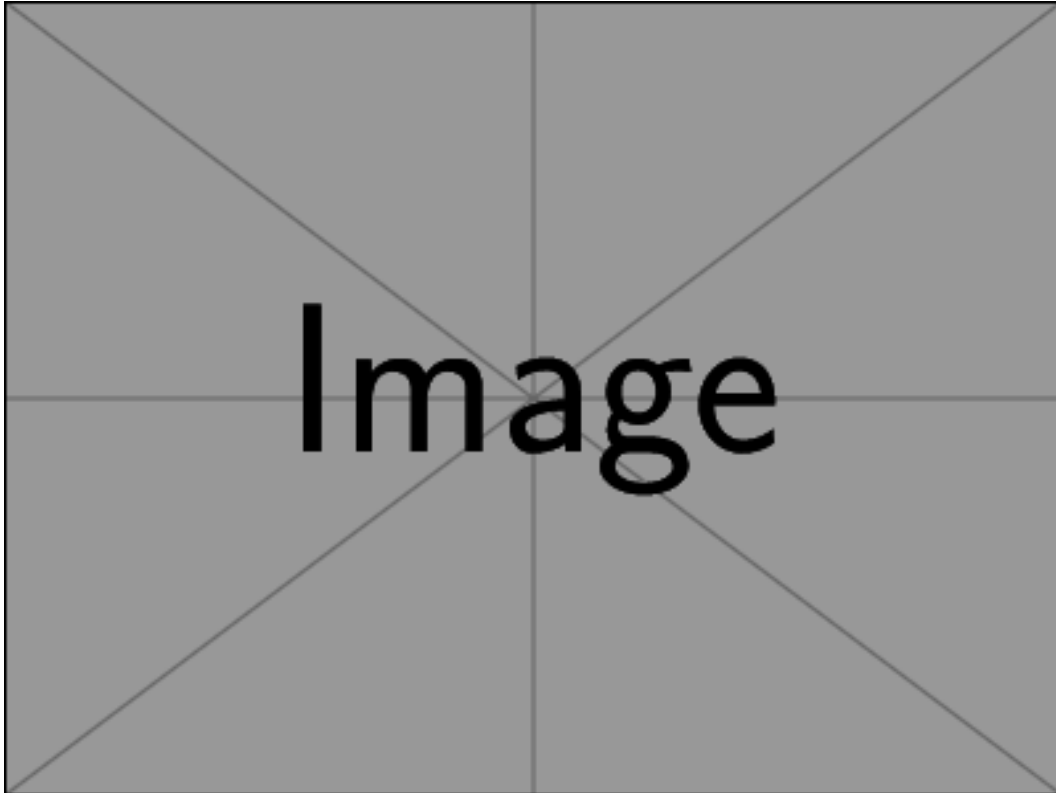


Figure 3.4: The History Page for an Example Question



## Chapter 4

# Viewing Contents and Downloading a Paper

### 4.1 Viewing the Contents of a Paper

To view the contents of a paper currently being worked on, you need to click “View Test” in the navigation bar, this will redirect you to a page displaying the current questions within your current paper, and will allow you remove these by clicking the red (X) buttons beside the question you wish to remove. You can find any question you accidentally remove by searching again for the question (as per chapter 3). In this page there is also a link to the preview of each question, as discussed in section 3.2.

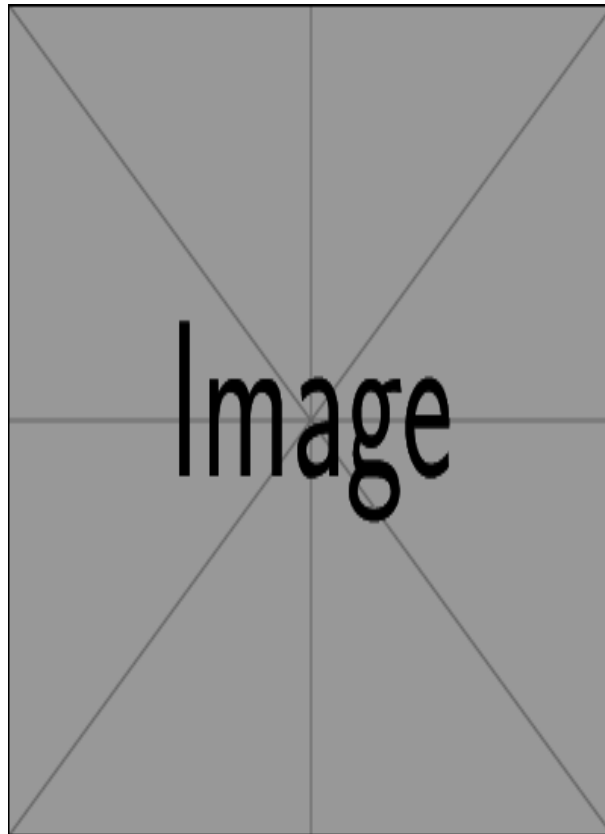


Figure 4.1: The View In Progress Test Page

## 4.2 Downloading a Paper

To download a paper, simply click the "Download" button at the bottom of the page.

You will receive a compressed (.ZIP) folder containing a .tex file containing the files for each question appended together, and a sub-directory called 'figs' containing the images from each question.

**Note: Figure references in the combined test file may not match 1:1 with images in the figs folder, and some file names and paths may need changing in the .tex file or the figs folder manually.**



# Chapter 5

## Updating a Paper's Results

### 5.1 Viewing Your List of Past Papers

To access a list of all the papers you have worked on in the past you can click on “Update Result” in the navigation bar, this will redirect you to a page containing a list of all the papers you have worked on in the past.

To go to the page to update the results of a paper, simply click on a paper, and you will be taken to the page for that paper.



Figure 5.1: Navigation Bar with “Update Result” Circled in Red

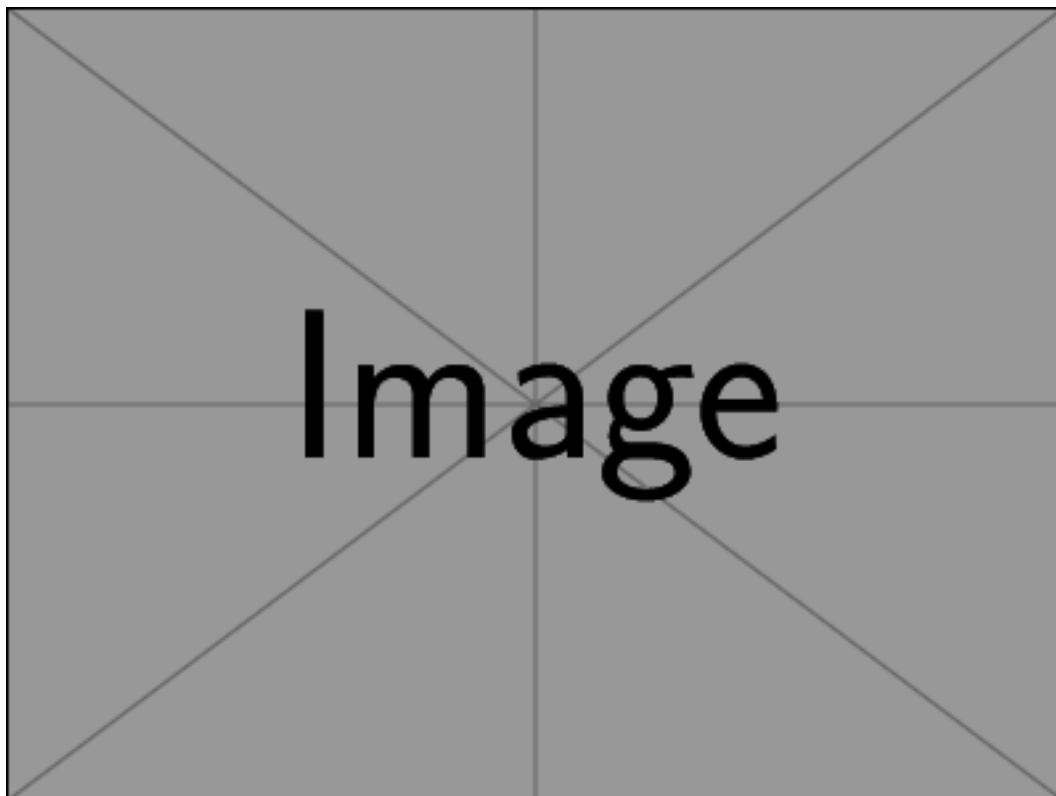


Figure 5.2: Page Containing All of a User's Past Papers

## 5.2 Updating the Results for a Paper

Once on the page for a single paper, you will see each question laid out in order. For each question, a brief description will be shown and you will be able to see a preview (as in section 3.2).

There will then be **three** input fields relating to each question:

- The first of these is where you may put any notes about variation in the form of the question from that in the database in this paper.

- The second of these is the space for you to enter the **number** of students who answered the question correctly.

- The third of these spaces is for you to enter the total number of students who answered this question.

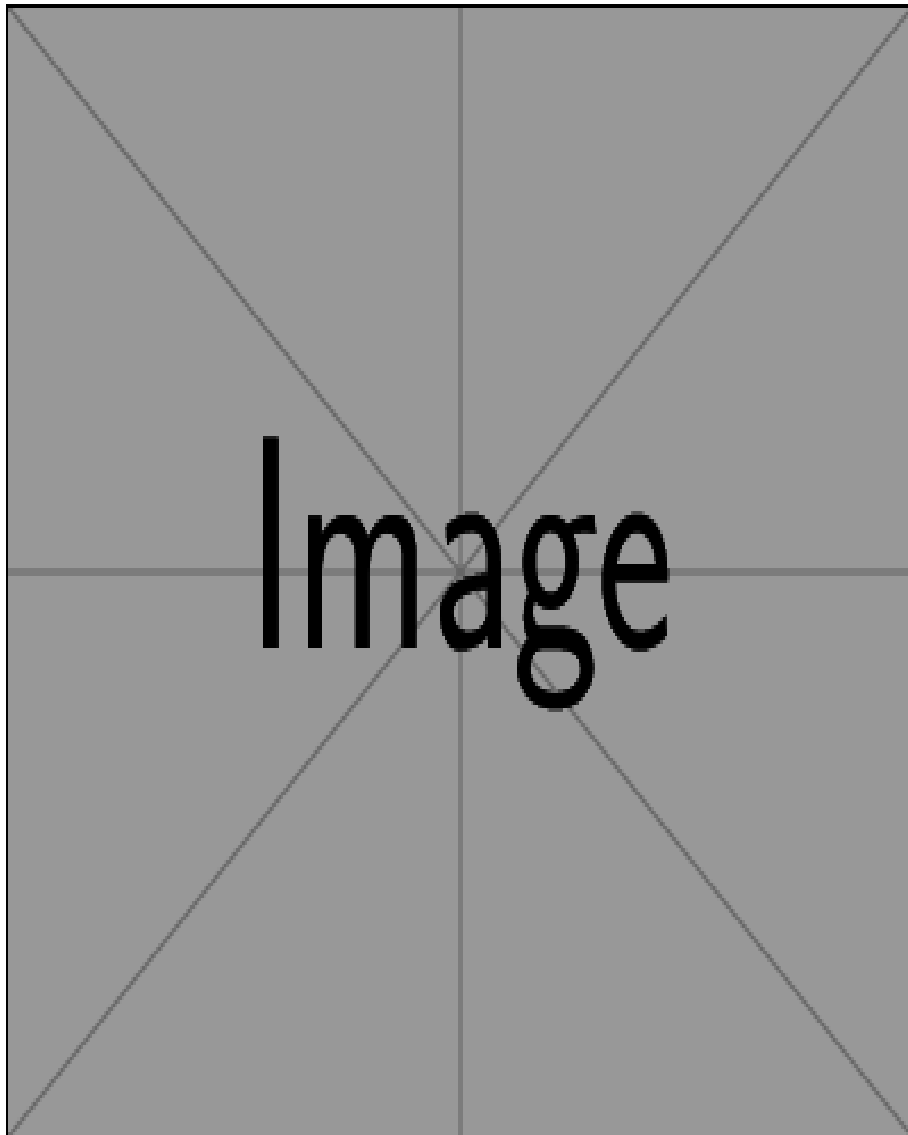


Figure 5.3: The Preview Page for an Example Question

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