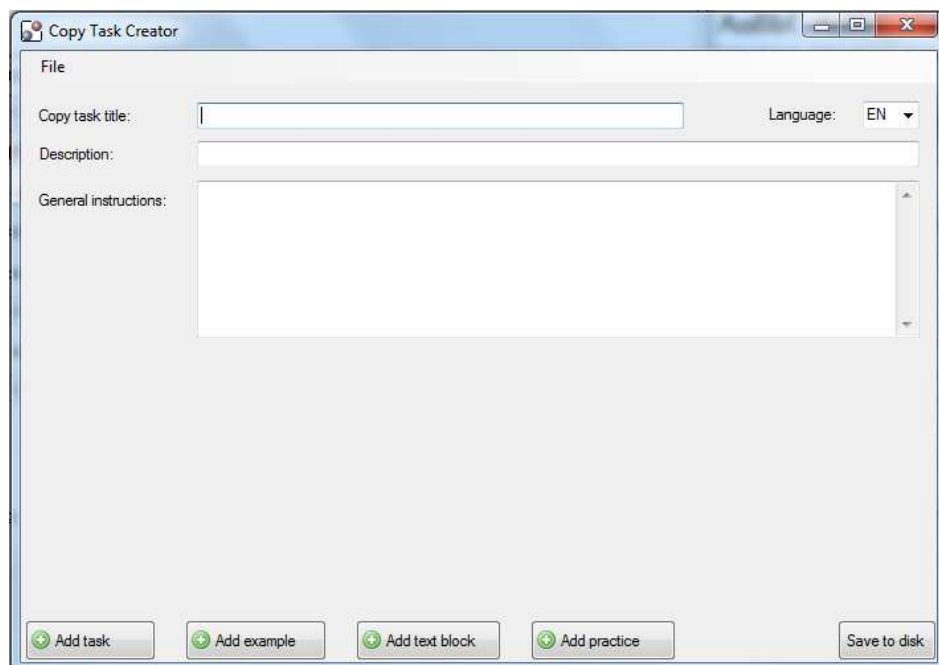# Tools: Copy Task Creator

Description	The copy task creator allows you to create your own copy task. The task creator consists of several building blocks that enable you to create a task flow. It can be accessed via Inputlog (version 8 or later), or used as a stand-alone application (see: Copy task creator https://github.com/lvanwaes/Inputlog-Copy-Task)

Start

In Inputlog open the copy task creator via the 'Tools'-menu.
Select 'Copytask Creator'.

Interface

The Copytask Creator Interface opens and the following information is requested:
- Copy task title: provide a short title (don't use spaces or non-ASCII characters).
- Language: select the input language for the copy task; this language selection will automatically activate the corresponding language for the interface of the copy task (and the corresponding bigram frequency table for the copy task analysis).
- Description: brief description for your own documentation.
- General instructions: these instructions will be shown to the user on the start screen.

Components

You can add four types of components (see buttons at the bottom of the screen):
1. Tasks
2. Examples
3. Text blocks

4. Practice

Add tasks

A task component allows to instruct the user about a specific copy task.

Provide the following information:

- Include this task in the analysis synthesis: When you check the accompanying box, this component of the copy task will be included in the aggregated copy task analysis. This analysis includes a count, arithmic and geometric mean, median and chararcters epr minute calculation for all selected components in your copy task.
- Title: this title will be shown in the copy task interface and is used as an identification of the component in the analysis.
- Instruction: provide a brief instruction for the user that clearly explains what he/she has to type.
- Prompt: part of the text that needs to be copied
- Repetition / Unlimited repetition: select whether you want the user to repete the input prompt a specific number of times (e.g. 7, as in the default copy task) or whether you allow an unlimted number of repetitions.
- Time limit: Instead of a number of repetitions, you can indicate a certain time limit in seconds (not combinable with a specific number of repetitions).

Add example

An example component builds a part of the copy task that does not require users' input, but only an illustration of what the user is supposed to do in the next task.

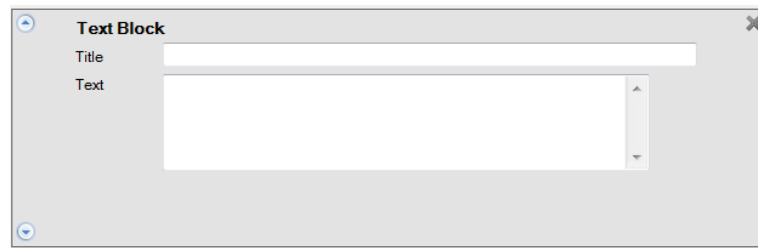Provide the following information:

- Title: this title will be shown in the copy task interface and is used as an identification of the component in the analysis.
- Instruction: provide a brief instruction for the user that clearly explains what he/she has to type (in the task component that will follow).
- Prompt: part of the text that needs to be copied; this promopt will re repeated in the example window
- Repetition: select the number of repetitions you want to show in the example.
- Time limit: not applicable.

Add Text Block

A text block component builds a part of the copy task that guarantees a fluid transition between different types of instruction. You can simply provide feed back or feed forward information that clarifies the task flow.

Provide the following information:

- Title: this title will be shown in the copy task interface.
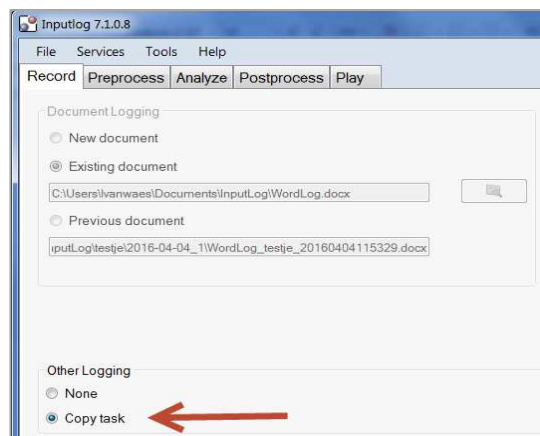- Text: provide a brief descriptive text that further guides the user.

Add Practice The final component option offers you the possibility to add a 'practice' component. This component looks completely the same as a 'task' component, but differs from this in one aspect, viz. that the typing in that component will not be included in the reported analysis. The aim of this component is to give the participant the possibility to get acquainted with the web interface of the copy task.

Save Copy Task To save your copy task:
- Press the 'save to' button in the lower right corner, or
- Select the 'File' menu in the upper left corner: you can either use 'save' or 'save as' to create a new version of your copy task.

Use copy task Your copy task is now ready to be distributed and used as a stand alone copy task.
1. Open the users' copy task interface in the Inputlog 'Record Tab'.

2. Browse and select the created copy task.

3. The copy task is opened. Your instructions and the language specific interface guides the participant through the copy task flow. At the end the logged file can be downloaded locally and used for further analysis.
4. Upload the copy task idfx-file in the 'Analysis Tab'. Select 'copy task analysis' in the analysis drop-down menu and press 'Generate'.
5. Open the xml-outputfile in Internet Explorer.