HAIFA UNIVERSITY
Department of Computer Science

Quizzy User Guide

Table of Contents

Chapter

1

Background

Quizzy is a web-based patient and questionnaire management system developed by two Computer Science students at the Haifa University for the researches at the Department of Occupational Therapy of Haifa University.

For further information please refer to the "Quizzy Developer Guide" (available on the project page @ https://github.com/rsack/quizzy).

This guide will introduce the common tasks and functionality in Quizzy and detail the usage of these tasks. Most tasks include links to YouTube video guides with visual demonstration of the actual daily usage.

You can find the Quizzy YouTube channel with all the related videos @ http://www.youtube.com/QuizzyProject .

Please note that part the tasks listed below for administrators are naturally relevant to research assistants as well. Research assistants are basically administrators on certain researches.

Chapter

2

Common Tasks

In this section several common daily tasks will be described and detailed. The term siteAddress will be used to refer to your Quizzy URL (i.e. http://myhost.com/Quizzy).

Adding a research

- Browse to siteAddress/Admin
- If prompted/required enter administrator credentials.
- In the drop down list choose "Add a new research"
- On the following page enter a name for your new research and click "Save".
- You will now be redirected to the Administration area for the current research.
- You may now proceed to perform any research related activities.

  [YouTube video link: http://youtu.be/9pSYlCom9u0]

Adding new patients to a research

- Note: this section describes adding "brand new" patients to the system, patients that have never been entered into it. If you wish to add an existing patient, please refer to the "*Importing existing patients to a research*" section below.
- Browse to siteAddress/Admin
- If prompted/required enter administrator credentials.
- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.
- Under "Patient List" click the "Add new patient" button. The list might be closed, if so, click the title and it will be expanded and the button will be revealed.

  [YouTube video link: http://youtu.be/r-shr7oYNHw]

Importing existing patients to a research

- Note: this section describes adding existing patients to the current research, patients that have already been entered into the system in the past but not associated with the current research. If you wish to add a completely new patient, please refer to the "*Adding new patients to a research*" section below.

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Patient List" click the "Import patient" button. The list might be closed, if so, click the title and it will be expanded and the button will be revealed.

- On the following page you will be presented with a list of all the patients that exist in the system, select the patient you would like to import into the current research and click "Import".

- You will now be redirected to the Administration area for the current research.

  [YouTube video link: http://youtu.be/-It78SoTcww]

Managing research patient association with a research

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Patient List" click the "Manage Patients" button. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.

- On the next page you will be presented with a table displaying:

    - On the left hand column - a list of research patients currently associated with the current research.

    - On the right hand column - a list of additional available patients that exist in the system (i.e. ones that are not yet associated with the current research).

- Using the middle buttons, add and/or remove quizzes.

- Once comfortable with the selection click the "Save" button.

- You will be redirected back to the Administration area with a message displayed regarding updating of the information.

  [YouTube video link: http://youtu.be/2gR8NH36JO0]

Changing a patient's profile

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Patient List" click the "Edit" link on the row displaying the relevant patient. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.

- On the next page you will be presented with all the patient's profile information.

- Make any required changes and once completed click the "Save" button.

  [YouTube video link: http://youtu.be/RP36-ASHGq8]

Managing patient's stored files

- Browse to siteAddress/Admin
- If prompted/required enter administrator credentials.
- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.
- Under "Patient List" click the "Edit" link on the row displaying the relevant patient. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.
- On the next page you will be presented with all the patient's profile information, at the bottom of this page is the "Files" section.
- Here on this section you will be able to see a list of all the patient's existing stored files along with their: filenames, date and time of addition and description.
    - To view one of these files simply click the relevant file's name (i.e. the 1st column).
    - To remove one of these files simply click the "Remove?" link on the relevant line.
        - **Warning: Please be sure you would like to delete the selected file as this is an irreversible operation**! If you are completely sure, press "OK" (or "Yes" on some browsers) on the prompt that appears.
    - To upload a new file scroll to the "Add a new file" section.
        - Provide a short concise description for the file you intend to upload.
        - Click the "Browse" button to locate the file on your local computer.
        - Verify you have selected the appropriate file and provided a relevant description.
        - Click the "Add" button.
        - You will be redirected back to the Patient's profile page with a message displayed regarding updating of the information. You should now be able to see the newly added file in the "Files" section of the profile.

[YouTube video link: http://youtu.be/dFRkEkZiZgU]

Deleting a patient

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Patient List" click the "Edit" link on the row displaying the relevant patient. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.

- On the next page you will be presented with all the patient's profile information, to remove the patient click the "Delete" button.

- **Warning: Please be sure you would like to delete the patient as this is an irreversible operation**! If you are completely sure, press "OK" (or "Yes" on some browsers) on the prompt that appears.

  [YouTube video link: http://youtu.be/KowR6CYqvuQ]

Assigning and managing a patient's quiz association

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Patient List" click the "Change" link on the row displaying the relevant patient. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.

- On the next page you will be presented with a table displaying:

    - On the left hand column - a list of the patient's assigned quizzes.

    - On the right hand column - a list of additional research quizzes (i.e. ones the patient is not yet associated with).

- Using the middle buttons, add and/or remove quizzes.

- Once comfortable with the selection click the "Save" button.

- You will be redirected back to the Administration area with a message displayed regarding updating of the information.

  [YouTube video link: http://youtu.be/gJvVNil3GJk]

Adding a quiz to a research

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Quiz List" click the "Add new quiz" button. The list might be closed, if so, click the title and it will be expanded and the button will be revealed.

- On the next page you will be presented with the quiz builder, adding a question includes the following fields:

    - Quiz title - should be entered only on the first question but can be changed at any point during the "building" stage (i.e. before saving).

    - Question number - the number of the current question you are adding in the quiz. Naturally this number can't be changed.

    - Question type - here you choose the type of question you would like to create:

        - Textbox: a free text field allowing the user to enter any type of answer/text.

        - Checkbox: a field allowing the user to choose between 1 or more options you provide. Once you have chosen the "Checkbox" option, additional options will be presented below. The first option being a choice of how many checkboxes would you like to show the user. After choosing the appropriate number, you will be presented with "Option 1" (and so on) allowing you to define the text of these options. Change the "Value" to the text you would like to display for each option.

        - Radio: a field allowing the user to choose one option out of a list you provide. The options will be displayed as radio buttons. Once you have chosen the "Radio" option, additional options will be presented below. The first option being a choice of how many options would you like to show the user. After choosing the appropriate number, you will be presented with "Option 1" (and so on) allowing you to define the text of these options. Change the "Value" to the text you would like to display for each option.

        - List: a field allowing the user to choose one option out of a list you provide. The options will be displayed as a drop-down list. Once you have chosen the "List" option, additional options will be presented below. The first option being a choice of how many options would you like to show the user. After choosing the appropriate number, you will be presented with "Option 1" (and so on) allowing you to define the text of these options. Change the "Value" to the text you would like to display for each option.

        - Matrix: a field allowing the user to choose one (radio button) option for each question you provide (see matrix example below). This is the most complicated type of field to add because of its nature. Once you have chosen the "Matrix" option, additional options will be presented below. The first option being the amount of lines (i.e. questions) and the second being the amount of columns (i.e. options for each question). Type in the amount of lines and cols and click the "Create" button. Now you will be presented with "Option 1" (and so on) allowing you to define the text of these options. Change the "Value" to the text you would like to display for each option and "Question 1" (and so on) allowing you to define the text for each of the matrix questions.

Question:	Not really	So so	Very much
5. Do you go out often?:			
6. Do you eat out often?:			

Image: Matrix example

    - Image - if you would like to include an image for this specific question, check the "Include?" checkbox. Upon checking this checkbox an upload box will be displayed. Click the "Browse" button and navigate to the file you would like to add for this question.

      Warning: Please note that the administrator might enforce limitations to the file types you may upload and the size of these files.

    - Once satisfied with your selection click the "Add" button if you wish to add more questions (and you will be returned to the quiz builder stage above). Or, if you would like to finish building the quiz and save it, click the "Save" button.

- After clicking the "Save" button you quiz will be saved and added to the current research you are working on and can be assigned to patients for them to take (See: "*Assigning and managing a patient's quiz association*" section above).

  [YouTube video link: http://youtu.be/kbgBwT4arxs (Add Quiz)]

  [YouTube video link: http://youtu.be/Kddx9rSCwO8 (Login & View Quiz)]

Adding new assistants to a research

- Browse to siteAddress/Admin

- If prompted/required enter administrator credentials.

- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.

- Under "Assistant List" click the "Add new assistant" button. The list might be closed, if so, click the title and it will be expanded and the button will be revealed.

- On the next page you will be presented with a field allowing you to enter the assistant's name, fill it in and click "Save" to save it.

- You will be redirected back to the Administration area with a message displayed regarding updating of the information and the assistant will be automatically associated with the current research you are working on.

  [YouTube video link: http://youtu.be/ySvM4P-ZtjQ]

Managing research assistants association with a research

- Browse to siteAddress/Admin
- If prompted/required enter administrator credentials.
- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.
- Under "Assistant List" click the "Manage Assistants" link on the row displaying the relevant patient. The list might be closed, if so, click the title and it will be expanded and the information will be revealed.
- On the next page you will be presented with a table displaying:
    - On the left hand column - a list of research assistants currently assigned to the current research.
    - On the right hand column - a list of additional available research assistants that exist in the system (i.e. ones that are not yet associated with the current research).
- Using the middle buttons, add and/or remove quizzes.
- Once comfortable with the selection click the "Save" button.
- You will be redirected back to the Administration area with a message displayed regarding updating of the information.

  [YouTube video link: http://youtu.be/xuU9FVD38Gs]

Quiz data analysis

- Browse to siteAddress/Admin
- If prompted/required enter administrator credentials.
- Make sure the relevant research is selected in the drop down list. If it isn't, choose it and await reloading of the Administration area page.
- Click the "Quiz Data Analysis" link.
- On the next page you will be presented with filtering options:
    - Quiz - will allow you to select the quizzes for which you would like to see the data (i.e. the answers patients have submitted).
    - Users - will allow you to select the users (patients) for which you would like to see the data (i.e. the answers they have submitted).
- Upon selecting the requested filter, a list of relevant options will be displayed (either a list of available quizzes or a list of available users).
- Select the relevant quizzes or users using the checkboxes next to them. If you would like to select all of them, use the "Select All" link.
- When you are satisfied with your choice, click the "Find" button to fetch the requested data.
- After a few moments a list of answers will be displayed according to your filter.
- You may now browse through the data, sort it by clicking the column headers (both sort and reverse sorting, direction will be presented by a small arrow).
- If you wish to export the data to CSV format simply click the "Export" button.
- You may now either open the file using your preferred viewer/editor or save it for future use.

  [YouTube video link: http://youtu.be/HVLKl84P9ik]

Patient login and quiz taking

- Browse to siteAddress/Patient
- If prompted/required enter patient credentials.
- After logging in you will be presented with:
    - A list of quizzes you've been associated with an their respective status (completed/taken or pending/not yet completed).
    - Below, your (patient) profile information.
- To take a quiz click the quiz ID link.
- You will be taken to the actual quiz page.
- Fill in all required questions and fields and click the "Save" button.
- You will be redirected back to the patient area with a message displayed regarding saving of the quiz.
- You may now either leave or continue taking additional quizzes if there are such.

  [YouTube video link: http://youtu.be/Kddx9rSCwO8]