

## Help file for the Question Editor Testtooledit.

### 1. What does the question file look like?

Please have a look at the exercise sample. Open this file with Testtooledit or excel.  
Anything that is edited in this file will be automatically stored on computer hard drive.  
Question editor consists of an easy to understand structure.

Row: Headlines

Module; category; question; answer; text; solution; Image

#### IMPORTANT

This line must be in German:

MODUL;KATEGORIE; FRAGE; ANTWORTNR; TEXT;

LOESUNG;BILD

The CSV-file has as separator semicolon

Row: 0. is the question, solution as „0“, equals text of respective question and as an optional image.

Row: 1. Answer with text of respective answer and solution (R)

Row: 2 Answer with text of answer and solution (F)

Row: 3 Answer with text of respective answer and solution (R) and so on.  
Followed by next question that starts again with “0”

The next question begins with "0".

MODUL;KATEGORIE;	FRAGE;	ANTWORTNR;	TEXT;	LOESUNG;BILD
Comm; 1;	1;	0;	When has world war II been terminated?;	0; xxxxx
Comm; 1;	1;	1;	1954;	F; xxxxx
Comm; 1;	1;	2;	1945;	R; xxxxx
Comm; 1;	1;	3;	1946;	F; xxxxx
Comm; 1;	1;	4;	1944;	F; xxxxx
Comm; 2;	2;	0;	Out of how many cells a flagellate is made of?;	0; flagellate.jpg
Comm; 2;	2;	1;	2 cells;	F; xxxxx
Comm; 2;	2;	2;	1 cell;	R; xxxxx
Comm; 2;	2;	3;	3 cells;	F; xxxxx
Comm; 2;	2;	4;	8 cells;	F; xxxxx

Theoretically speaking there are 7 answers possible.

In case there is no graphic please complete final column with “xxxxx” since otherwise entry in final column will be messed up when opening and saving file with excel. Automated renumbering function will complete final column automatically with respective entry “xxxxx”.

### 2. How to start?

Simply open test tool edit and save as new file which automatically creates 2 files of which one is the CSV file containing questions and 2nd one is an INI file with relevant definitions and parameters. Name of both files is identical, except its endings which facilitates storing of question catalogues. In a first step, please pre-define parameters of INI file which can still be modified thereafter.

Now you can start

I recommend you write your questions and answers below. Please finish each entry with “enter” and use “arrow down” to get to next row. Alternatively you can use navigation bar, even though I recommend reconfirming any adjustment with “check mark”.



Once you have completed a question and several answers linked to it, you can link false and correct answers. Please start directly on specific question, and then click on one of “ratio buttons” which you find on right hand side on top. Each question has “0” as solution.

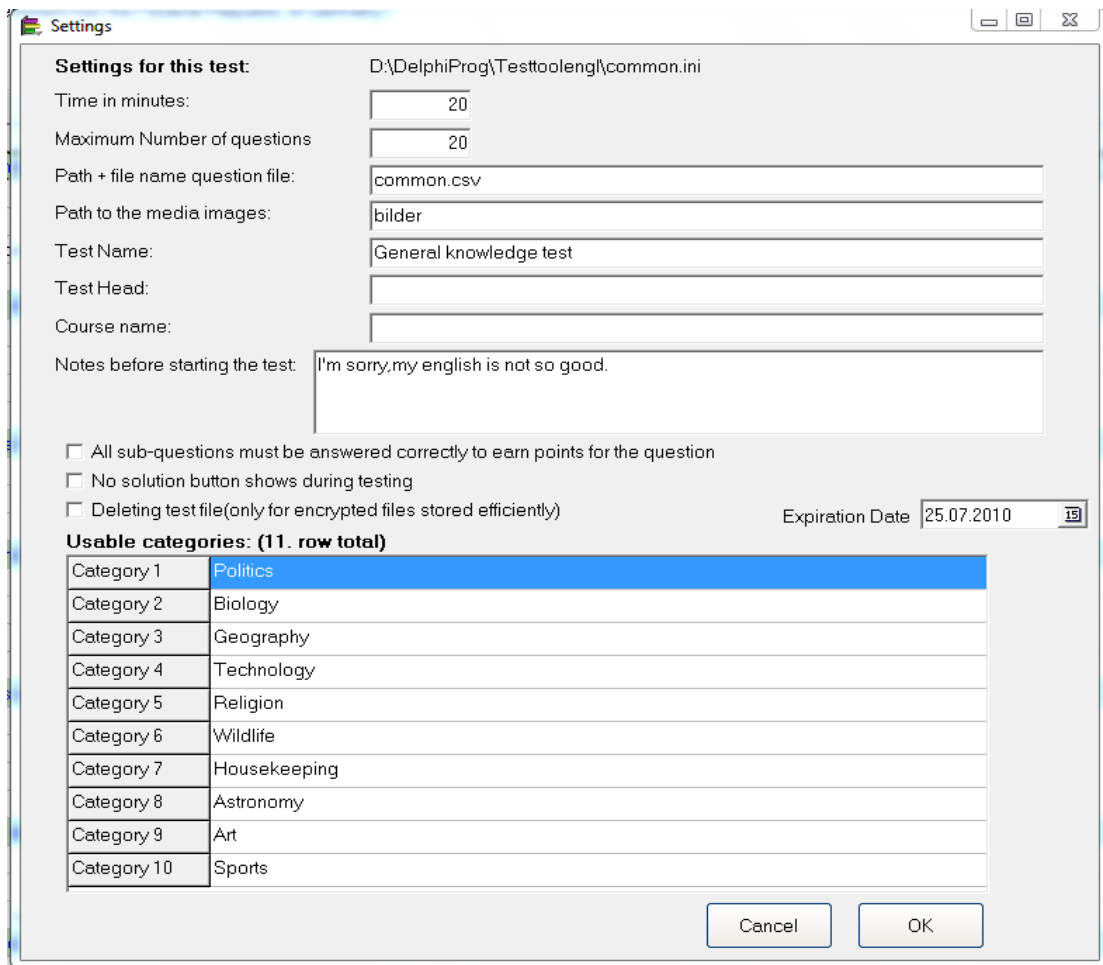


Once all questions and answers have been marked with “0”, R or F, please click in menu “New Numbering”. The questions then will be counted as well as respective answers.

### 3. Category

There is no need to categorize but it will definitely improve statistics if you have defined questions to some categories before.

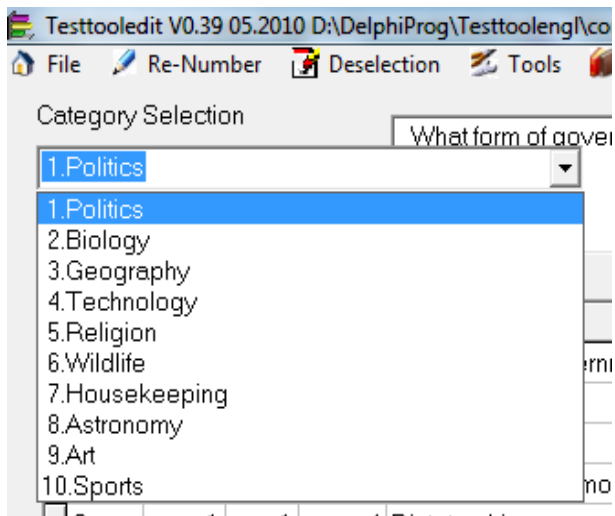
In order to do so, please go to menu “settings.ini” and edit categories.



You can add further details to respective course or trainer as well as recommendations for your students. It is also possible to switch on new check mode which requires that all questions (incl. partial ones) have to be correctly answered.

You can furthermore switch off “solution bottom” of test tool during exercise.

Up to 10 different categories of questions can be stored for grouping. Those categories can then be found in editor on left hand side on top of drop down field.



Each question can be categorized as follows:

Go with your cursor to row of respective question (Solution = 0), open drop down field and click on respective entry. The question will then be marked with selected category. This has to be done with each of your question. In case 2 questions next to each other form part of the same category, double click on drop down field is sufficient. Only questions must be categorized.

When renumbering for the next time your answers will be categorized.

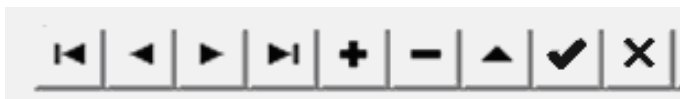
#### **4. Module**

Field “module” has to be seen as comment and additionally serves as a mark for questions when selecting and filtering. You can also use menu “module” to mark all questions and answers within same file with similar module determination.

Please note, once renumbering is executed the next time this will automatically fill all empty module determination fields which can not be seen during actual exercise.

#### **5. Navigation**

Use the arrow keys and the Tab key to navigate down the grid. You can move very easily with the navigation - Button to the beginning and end of the file.



In addition to the Navigator is still a field for you to go directly to a question by entering the question number.

## **6. Insert and delete rows**

Simply using the Navigator. Rows are inserted it. Rows that are deleted will be deleted! There is no UNDO.

## **7. Old cell content to restore.**

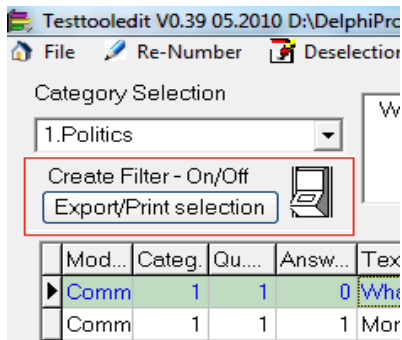
As long as you have not confirmed the changes in a cell by the hook, you can connect with the cross or the ESC key to the old content again.

## **8. File functions - Open**

It is possible to combine CSV files with Testtooleedit.exe, then you can open it in Explorer, right-click the question file.

## **9. File Functions - Filtering**

You do not want to use all the questions for the test? No problem. Select the questions that they want.



Place the cursor on the issue of your choice and press the button "Export / Print selection". Then this question in the field module with a small "x" is provided. If you have selected all the questions, then put the filter switch. You see only the marked questions. These can now save as another file name or output in HTML or RTF format. When you switch back again, are again all the questions so far. All compounds are new numbered. The selection can be with menu - "Deselection" undo.

## **10. File Functions - Save As**

When will "save as" either all or selected questions in a new CSV file is written, but also the same INI file is created. This allows different combinations to create question and create backup copies. For questions existing file, you can decide whether the file is added or overwritten.

## **11. File functions - Encrypted Save**

When are "Encrypted save" either all or selected questions written to a new CSV file, which also produced an INI file with the same name.

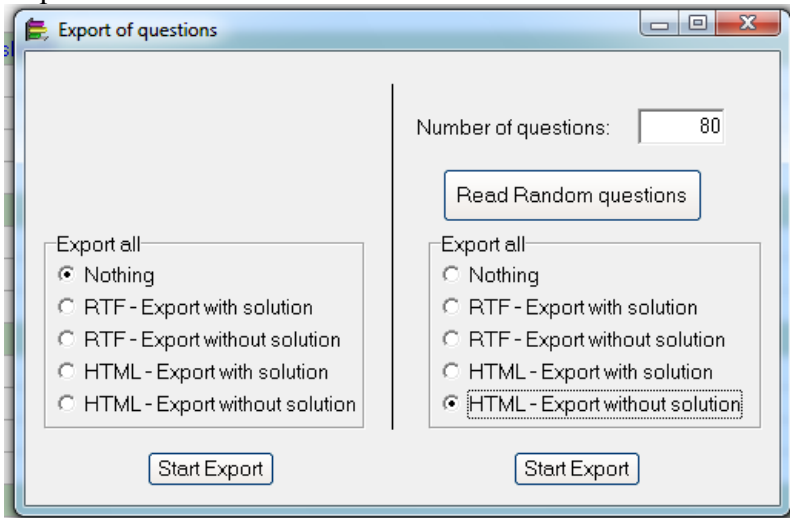
Select a file name that is different from the original file.

These are then no longer readable in Excel or Notepad. This prevents reading the response from the participants of the file. ;)

An encrypted file is in question testing tool editor does not read anymore! Only the test tool can read this encrypted file. Keep the original file on a safe place.

## 12. File function - Export of questions

You do not always have the opportunity to answer the questions "online" with the PC by the participants, or the educational institution would like a printed exam, then you export the selected questions in sequence or at random:

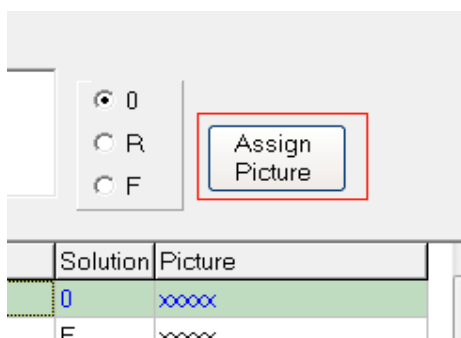


With or without solution, as you wish. The result can be, then paste it into Word, and your taste (adjust page breaks, page numbers, headers and footers).

In the random questions you may recognize a maximum of 80 questions for export. You specify the number for the export and then let the program read the random questions. You can see them without leaving the dialog to export with or without a solution and then have a corresponding test solution. An export of images in HTML or RTF is already realized.

## 13. Images

You can add images to illustrate the issue. To do this, keep it simple to create a subdirectory "images" and store the images as JPG- or BMP files. To add this to the question, we must open the question of the appropriate line button, a dialog box.



Select a picture - that's it.

By double-clicking, you can view a preview of the images in Testtooleedit. They should help you gain attention with a note on the issue to the media image. In the test tool is also double-click a preview of the image possible.

## 14. Statistics

In the statistics, the number of questions per category, the ratio between correct and incorrect answers for each category and overall look. Moreover, the relationship between the categories is visible.

Category	Count Quest.	Sub-Answ.	Right	False	Relationship	Share
Politics	4	15	6	9	40,0 : 60,0	18,99
Biology	6	23	6	17	26,1 : 73,9	29,11
Geography	0	0	0	0		0,00
Technology	1	4	1	3	25,0 : 75,0	5,06
Religion	2	10	4	6	40,0 : 60,0	12,66
Wildlife	3	12	4	8	33,3 : 66,7	15,19
Housekeeping	2	8	3	5	37,5 : 62,5	10,13
Astronomy	2	7	2	5	28,6 : 71,4	8,86
Art	0	0	0	0		0,00
Sports	0	0	0	0		0,00
Total	20	79	26	53	32,9 : 67,1	100,00

## 15. Search

You have stored a number of questions and would like to verify whether the term "The" has already been asked for. In order to do so, you apply search functionality. Enter the term to verify and the test tool will mark all passages using specific term. Even better, when double clicking on paragraph with searched term programme will automatically take you to the next one. Search result is maintained as long as new search is started.

1	3	2	75 million
1	3	3	82 million
1	4	0	When did the Second World War ends?
1	4	1	1954
1	4	2	1945
1	4	3	1946
1	4	4	1944
2	5	0	How many cells has an flagellates?
2	5	1	2 cells
2	5	2	1 cell
2	5	3	3 cells
2	5	4	8 cells
7	6	0	You should bring a large pot of water to the boil and
7	6	1	... fully turn on?
7	6	2	... very small spin?
7	6	3	... represent a mean value?
5	7	0	What is known as the dining room in a monastery?
5	7	1	parlatorium
5	7	2	refectory
5	7	3	dormitory
5	7	4	tonsorium
6	8	0	This image shows a chimpanzee, is so much more clear. This species is divided into two types, however. Shown is -
6	8	1	The common chimpanzee
6	8	2	The horrible chimpanzee

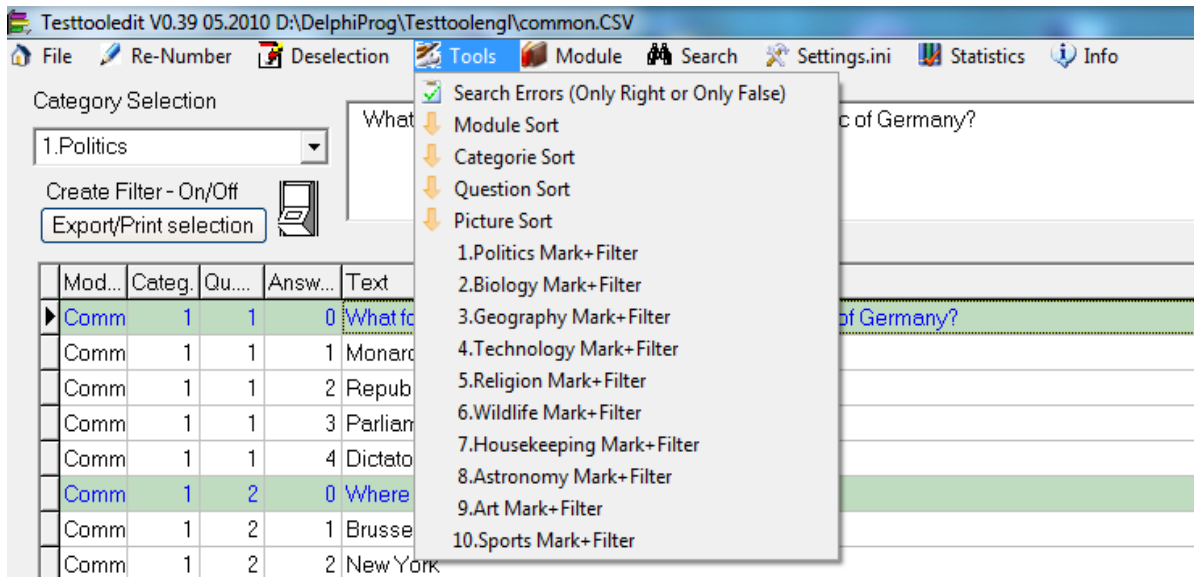
  

The search function works as follows: It lists all occurrences of the search term. The first reference is called. Double-clicking on the line just jumps to the corresponding row.

## 16. Look for errors

The fact that the number of questions which are properly is displayed in the test, it is necessary to test whether there is any question of a task may be right or wrong or even marked.

One should anyway pay attention to a healthy balance between right and wrong, what with the statistics is not a problem.



## 17. Sort

It is with the test tool editor easily possible to join multiple files question. To facilitate the search for duplicate issues, you can sort the matter file.

## Final

I hope you understand this instruction, because my English is not so perfect. Instructions and advice are always welcome at my contact details on the homepage.

webmaster@edv-teickner.de

## History

April 2009: Version 0.1 of the Test Tools

- still without Editor
- does not show the end of the test solutions
- general INI file

September 2009: Version 0.2 of the Test Tools

- separate INI file per file question
- Solution Button
- first steps with the Testtooledit
- Export as RTF and HTML file

November 2009: 0211 Test Tool Version / Version 0.13 Testtooleedit

- Help File
- dichotomous analysis of switched on INI file
- Solution button disengaged
- Encrypted file question
- Export as HTML file with images

December 2009: 0311 Test Tool Version / Version 0.31 Testtooleedit

- Filter switch to select certain questions
- Search
- Statistics
- instructional text, test director, info before starting the test

January 2010: Version 0.35 Test Tool / Version 0.35 Testtooleedit

- redesigned the Editor
- 10 categories instead of 9 ;-)
- Improved search function
- Sort
- Troubleshooting
- Merge files question
- Improved display of solutions in test tool

January 2010: Version 0.36 Test Tool / version 0.36 Testtooleedit

- Fix filtering by category and subsequent sorting threatened loss of data

February 2010: Version 0.37 Test Tool / Version 0.36 Testtooleedit

- Changed the screen resolution
- The test file can be set so that they will be deleted when the test starts

Mai 2010: Version 0.39 Testtool / Version 0.38 Testtooleedit

- The evaluation was changed. Per question now added points for the right answers, wrong answers are subtracted. (Previously were only the correct answers counted.).
- Without dichotomous evaluating, the number of right answers will be not shown, it is more difficult to guess the right answers, like in the first version.

June 2010: Version 0.39 Testtool / Version 0.39 Testtooleedit

- Expiration date for encrypted files