### MULTIPLE CHOICE APP

Manual Version 1.3

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Install the App	2
Layout	2
Workflow	
Single-user application	3
Classroom application	4
Test participant – perform the test	6
Administrator	
Settings	
Activate test template	10
Change test template	10
Create test template	10
Delete test template	10
Change test template	12
Export test template	13
Import test template	14
Send test template	15
Test person	16
Test results	16
Send test results	18
Delete test results	19
Certificate definition	20
Create certificate definition	20
Delete certificate definition	20
Change certificate definition	21
User Management	22
First Login as administrator	22
Login as administrator	23
Create, delete admin, overwrite password	24

### Introduction

With the multiple choice app, you can create so-called multiple or single choice tests and carry out these tests with the app. The number of questions and the number of answers per question can be freely selected and can vary within a test. The number of correct answers is also freely defined for each question. Once a test has been defined, it can be transmitted wirelessly to one or more devices via a direct connection. The results of the test are stored on the device on which the test was performed, along with the tester's registration information. If the test was wirelessly sent to the tester's device from another device, the test results will be sent back to that device. The app can be used as a single-user application and also as a classroom application.

### Install the App

Download and install the app from the Apple App Store. The app can be installed on an IOS device (iPad, iPhone) or a macOS device.

### Layout

The interfaces differ slightly between iPhone, iPad and macOS. It also plays a role whether

11:24 AM Sa. 3. Dez.	🗢 100 % 🔳
Master Modus	
PERSONAL DATA PARTICIPANT	
Last name:	
Enter last name	
First name:	
Enter first name	
Email address:	
Enter email address	
ERROR MESSAGE	
-> Last name is empty-> First name is empty-> email address is empty-> email address with wrong format	
test 🔅 Administrator	

the devices are operated in portrait or landscape format. There are two buttons in the footer that can be used to switch between the two application roles. The **test** button selects the role as a test participant who wants to carry out a test. The Administrator button selects the administrator role. The administrator can create test templates, evaluate the test results, and create and send test certificates for participation.

The app's mode is displayed in the header. There is the Master mode and the Tester mode. This mode can be changed via the settings menu item in the Administrator menu. The significance of the two modes is described in more detail in the Workflow chapter.

### Workflow

The workflow and the procedure differ when used as a single-user application and when used as a classroom application.

### Single-user application

In the administrator menu of the app under "Settings" you can set the **Master mode**. In this mode you can use all functions of the app without restrictions. All completed tests are saved in the database after answering the last question. The results are stored in the app on the device and are not transferred to another iPad.

The workflow then looks like this:

- If the app is to be used as a single-user application, there is no need to enter the classroom ID on the opening screen. The input can be skipped with the "Work locally" button.
- The administrator must create in front of the test a test template with the questions and answers of the test. In this template, he defines the right and wrong answers and how many points can be achieved for each correctly answered question. (Chapter Test Templates)
- Once the template has been defined, the administrator still has to activate the test template. This is necessary so that this test is visible and selectable for the participant who wants to choose and perform the test. (Chapter Activate test template)
- The test participant can now select the activated test after entering their name and email address on the registration.
- If the test template contains a data protection clause that the test participant has to accept or reject before the test can start, a message box with the data protection no clause and two buttons for confirming or rejecting will automatically appear.
- Now the test begins. The test participant chooses the correct answer or answers by clicking on the correct answers. These selected answers then turn green. Clicking again resets the answer back to an incorrect answer. The navigation to the next question or previous question is done using the two buttons "next question >" or "< previous question" in the header area. In the footer there are additional question numbers that can be used to navigate directly to the surrounding questions. After the last question, a page appears with a button to end the test.

	11:36	🗢 🖿
	K Master Modus	Settings
	SET THE ROLE	DF THE APP
	Tester mode: Te these tests are a app configured i test has ended. templates can be the master. Master mode: Ir can be sent to th testers and the f can be received.	sts can be carried out, utomatically sent to the urthermore, test e received that are sent by this mode, test templates e apps configured as inished tests of the testers
	Tester Modus	Master Modus
	Classroom tests: The teacher and s Work locally: Only a network.	Please enter the classroom ID. tudents must use the same ID. work locally without
		12010
	1 4 7 Wo	2 3 5 6 8 9 0
	Work locally	delete
Ма	work locally	delete
Ma	Work locally	delete dus
Ma	Work locally ASTER MO RSONAL DATA PARTIC st name:	delete dus
Ma Pe	Work locally ASSEET MO RSONAL DATA PARTIC st name: Mustermann	delete
Ma PE La Fir	Work locally ASTER MO RSONAL DATA PARTIC st name: Mustermann st name:	delete
	Work locally ASSAL DATA PARTIK st name: dustermann st name: dax	delete
PE La Fir	Work locally ASSEET MOO RSONAL DATA PARTIC at name: Mustermann st name: hail address:	delete
PE La Fir	Work locally ASSACE MOD ASSACE MOD ASSACE ASSACE AUXILIARY AUXILIA	dete
PE La Fir	Work locally ASSALE ARATIN ASS	dete
PE La Fir Fir	Work locally aster Moo RSONAL DATA PARTIR at name: Mustermann at name: Max Mail address: max.mustermannd LECT TEST	dete
Ma Pe La Fir Fir SE	Work locally ASSAL DATA PARTIC ASSAL DATA PARTIC at name: Mustermann at name: Max Max LECT TEST LECT TEST LEST Example	dete
Ma PE La Fir Fir T T T T T T T T T T T T T T T T T T T	Work locally aster Moo RSONAL DATA PARTIE at name: dustermann st name: data ax must ermann tect TEST test example clata privace Do you agree th participation unencrypted by th	dete
Ma PE La Fir Fir SE I SEL 1	Work locally aster Moo RSONAL DATA PARTIC at name: dustermann st name: data ax must address: max.mustermanno LECT TEST Lest example clata privac Do you agree th participation unencrypted by th No	dete
Ma PE I I I I I I	Work locally aster Moo RSONAL DATA PARTIE st name: dustermann st name: data ax. mustermann leter TEST letet example clata privac Do you agree th participation unencrypted by th No <pre> No </pre>	dete





- After completing the test, the participant can see their results in a short report. At the same time, the results are saved in the database. This is the last activity for an test participant.
- Later the administrator can then access the stored test results in the database. The administrator can see, print or send the test protocol. Furthermore, he can create a test certificate and send it by mail, print it or save it as a file.



### Classroom application

When using the app as a classroom application, a 5-digit classroom ID is to define on the opening screen. The teacher and students must use the same ID. This identifier can be redefined individually for each test. The teachers must make sure that the classes in the neighboring rooms use a different ID if they are also doing a test. This identifier ensures that the tests are only transmitted to the devices in the class in the same room.

Master mode is set on the teacher device and tester mode is set on all other devices on which the tests are to be performed.

The activities of the individual roles (test participant and administrator) are the same in terms of content as described in the single-user application section. However, these activities are no longer carried out on the same device but are divided between the device in master mode and the devices in tester mode.

The creation and activation of the test template are carried out by the administrator on the device in master mode. To do this, the administrator must be logged in as an administrator. You log in by pressing the lock symbol in the administrator menu (user management). After logging in, the entire administrator menu is visible.



Once the test template has been created, it still has to be activated so that it is visible and selectable for the tester. The test template can then be sent to all devices that have entered the **same classroom ID** and are in **Tester mode**. Note: maximum distance of approx. 9 m

The test participants work exclusively on the devices in tester mode. You can register with your personal data, take the test and see the short log after the test is complete. The results are stored in the database on the device where the test was performed. The app also tries to send the data to the device in **Master mode** that sent the test. If the device is not nearby and not ready to receive, the test results can be sent again later by the administrator.

After the end of all test participants, the administrator should check whether he has already received all test results. He can easily check this using the Test results menu item.

If there are a lot of entries in the list, the sorting of the list can be adjusted using the symbol  $\bigcirc$  at the top right, or the number of entries can be reduced by entering the surname, first name or email address in the search field.

115 PM Samitag 3. Dez.						Ф 100 % <b>В</b>
	ď	(Zertifikat: 1)		test person list		Θ
Master Modus		Q, Search				
SETTINGS		2022=12=03				
Settings		Max Mustermann	max.mustermann@info.de	12/3/2022, 11:23 AM		
TEST TEMPLATE						
Activate test						
Change test template						
Export template						
Import template						
Send template						
TEST PERSON						
Test results	>					
Send test results						
Delete test results						
CERTIFICATES						
Certificate definition						
USER MANAGEMENT						
Change your password						
Create, delete admin, overwrite password						
		1051		🕞 Administrati	×	

If not all test results have been transmitted, the

administrator can log on the device in tester mode with his administrator account and manually trigger the sending of the test results again via the administrator menu "Send test results".

If all test results are now available on the device in master mode, the administrator can print out, save or send the short reports. The test certificates can also be created, sent or printed.

The PDF documents created by the administrator are also located in the app's export directory on the iPad and can be further processed or archived from there. The test certificates are also created via the "Test results" menu item. It is important to ensure that the correct certificate definition has been selected. (top left in the picture "Certificate: 1"). If you click this button, you

22 PM Samstag 3. Dez.												<b>奈</b> 100	% 🔳
	Ъ							result log		$\bowtie$	<b>A</b>	ē	×
Aaster Modus													
SETTINGS		Tort pr	ween - M	av 1	Aucto	rmann							
Settings	>	iest pe	515011. IVI		nuste								
		Mail ad	ldress : m	nax.n	nuste	ermann@ir	nfo.de						
TEST TEMPLATE		test: B	Beispieltes	st									
Activate test	>	Time li	mit in min	utes	: 20	As is time	e in m	inutes: 0					
Change test template	>	Start ti	me: 12/3/	2023	2. 11:	23 AM En	d tim	e: 12/3/2022. 11:23 AM					
Export template	>	To be -	points: 1	0 A	sis-	points:: 10	)						
Import template	>	result i	n %: 100.	00									
Send template	>												
TEST PERSON		Questi on	answer	To be	As is	result	To be pt.	As is pt.					
Test results	>		1	×	×	true							
Send test results	>	1	2 3	× ×	× ×	true true	1	1					
Delete test results	>		1	×	×	true							
CERTIFICATES		2	2 3	× ×	× ×	true true	1	1					
Certificate definition	>	3	1	×	×	true	1	1					
USER MANAGEMENT		5	3	×	×	true	<u> </u>						
Change your password		4	1	×	×	true true	1	1					
Create, delete admin,	<u>,</u>		3	x	x	true							
overwrite password			1	×	×	true							
		5	2	×	×	true	1	1					
			i≡ test					Admir	nistrator				

can select a definition from the existing ones.

The certificate definition defines the title and subtitle of the certificate, a signature text can be specified and a signature for the signature as well as a logo can be stored. Furthermore, data fields can be shown and hidden. The texts can be adapted for mailing and an email address can be stored to which a copy of the certificate should be sent.

The test certificates are sent by e-mail using the  $\bowtie$  button. An email is generated here and the test certificate is automatically added as an attachment.

The 🛱 button generates a test certificate as a PDF document, which can then be processed further. The 🗐 button creates a PDF document of the summary report.



Test participant – perform the test

The test can be initiated from the test participant using the bottom button "test " to open the registration screen.

After the participant has entered their name and email address correctly, he can choose the activated test.

If the test template contains a data protection clause that the test participant must confirm or reject before the test can begin, a message box with the data protection clause and two buttons for confirmation or rejection will automatically appear.

SEL	data privacy of Do you agree that participation wil unencrypted by em the bu	confirmation your certificate of l be sent to you hail? Then activate utton	Ī
1	No	Ves	

### **Tester Modus**

	name:	
	ustermänn	
First	name:	
Ma	ах	
Ema	il address:	
ma	ax.mustermann@info	.de
SELE	ECT TEST	
1	test example	
	:=	Â

A separate page is displayed for each question in the test. If the number of answers exceeds the visible area of the screen, you can scroll down.

The test- participant selects one or more correct answers by clicking on those answers. These selected answers then turn green. Clicking again resets the answer back to an incorrect answer. The navigation to the next question or previous question is done using the two buttons "next question >" or "< previous question" in the header area. In the footer there are additional icons with the surrounding numbers of the questions. When you click on these buttons, you can navigate directly to the respective question.

After the last question, a notice page will appear advising the participant to end the test.

After pressing the "finish test" button, the test is finished and a short report appears in which the test participant can see his result.

At the same time, the results are saved in the database.

After pressing "Close" the button all activities for an test participant are finished.

# 1. question 1 1 answer 1 2 answer 2 3 answer 3

next question >



Close
-------

Test person : Max Mustermann

Mail address : max.mustermann@info.de

test: test example

Time limit in minutes: 20 As is time in minutes: 0

 Start time: 12/3/2022,
 End time: 12/3/2022,

 1:53 PM
 1:53 PM

To be - points: 10 As is - points:: 9

result in %: 90.00

Questi on	answer	To be	As is	result	To be pt.	As is pt.
	1	×	$\checkmark$	false		
1	2	×	×	true	1	0
	3	×	$\checkmark$	false		
	1	×	×	true		
2	2	×	×	true	1	1
	3	×	×	true		
	1	×	×	true		

### Administrator

You can access the administrator menu by pressing the "Administrator" button.

To see the complete administrator menu, the administrator must be logged in as an administrator. You log in by pressing the lock symbol (user management).

The following program parts are in the administrator menu:

- Settings
- Test templates
  - Activate test
  - Change test template
  - o Export template
  - o Import template
  - Send template
- Test person
  - o Test results
  - Send test results
  - o Delete test results
- Certificates
  - Certificate definition
- User management
  - Change your password
  - Create, delete admin, overwrite password

	Master Modu	JS	
	SETTINGS		
	Settings		>
	104 AM 0		
	224 AM Sonntag 4. Dez.	-	
ſ	Master Modus		SET THE ROLE
	SETTINGS		ended. Further
	Settings	>	be received.
	TEST TEMPLATE		
	Activate test	>	Network ID: Th
	Change test template	>	
	Export template	>	ID eingeben
	Import template	>	Network displa
	Send template	>	Network display nar
			Max Musterma
	TEST PERSON	<u>,</u>	
	Sond tost rosults		FONT SIZE
			extr
	Delete test results	/	COMMON COL
	CERTIFICATES		
	Certificate definition	>	
	USER MANAGEMENT		APP LANGUAG
	Change your password		
	Create, delete admin,		DATABASE VEI
	overwrite password		Version: 1.3
			•
			:= test

А

### Settings

The mode of the app can be set in the Settings menu item. As already shown in the workflow section, the **Tester mode** is only intended for the devices that carry out the tests. The **Master mode** can send test templates and collect the test results.

The **Network ID** is the classroom ID entered on the app's home screen.

The **Network display name** is displayed on the network. When sending data, this name will appear in the list of connected devices.

The **Font size** can be set in the range from **extra small** to **large**.

The view can be switched between Light mode and Dark mode.

The language of the app can be set to **German** and **English**.

					÷ 10
		Setti	ngs		
SET THE ROLE OF TH	IE APP				
Tester mode: Tests ca ended. Furthermore, to Master mode: In this r be received.	an be carried out, these est templates can be r node, test templates c	e tests are automatical eceived that are sent b can be sent to the apps	y sent to the app config y the master. configured as testers a	ured in master r nd the finished t	node after the test ha
	Tester Modus			Master Modus	
Network ID: The same possible with an identi	e net work ID must be : cal ID.	set for all devices belor	iging to a classroom set	. Data transfer a	mong one another is a
Network ID:					
ID eingeben					
Network display name	e: The display name fo	or the network is to be	ntered here. Example: f	irst name, surna	me and class number.
Network display name:					
Max Mustermann I Kl	asse 7a				
FONT SIZE					
extra small		small	medium		large
COMMON COLORS					
COMMON COLORS	Lightmode			Darkmode	
COMMON COLORS	Lightmode			Darkmode	
COMMON COLORS	Lightmode			Darkmode	
COMMON COLORS	Lightmode German			Darkmode English	
COMMON COLORS	Lightmode German			Darkmode English	
COMMON COLORS	Lightmode German			Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2222	Lightmode German			Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66	Lightmode German -9F33-4B3E-AADE-31	1831AE7FC91		Darkmode English	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66 Device ID: This number	Lightmode German -9F33-4B3E-AADE-31	1831AE7FC91 r device.		Darkmode English	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66- Device ID: This number	Lightmode German -9F33-4B3E-AADE-31 er identifies the teacher	1831AE7FC91 er device.		Darkmode English	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66 Device ID: This number	Lightmode German 9F33-4B3E-AADE-31	1831AE7FC91 ar device.		Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66 Device ID: This number	Lightmode German 	1831AE7FC91 ar device.		Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66 Device ID: This number	Lightmode Cerman -9F33-4B3E-AADE-31 -ri identifies the teache	1831AE7FC91 ar device.		Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66- Device ID: This number	Lightmode German -9F33-4B3E-AADE-31 ar identifies the teacher	1831AE7FC91 ar device.		Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB6C5A66 Device ID: This number	Lightmode German -9F33-4B3E-AADE-31 ar identifies the teacher	1831AE7FC91 ar device.		Darkmode	
COMMON COLORS APP LANGUAGE DATABASE VERSION Version: 1.3 loaded on: 03.12.2022 Device ID: BB8C5A66 Device ID: This number	Lightmode German 9F33-4B3E-AADE-31 er identifies the teacher	1831AE7FC91 er device.		Darkmode	

The database version corresponds to the app version.

The **Device ID** uniquely identifies the device on which the app is running. This ID is needed to send back the test results to the teacher device.

### Activate test template

## Enable/disable test templates

One or more tests can be activated from the list of test templates by clicking on the line.

### Change test template

Tests can be created, modified and deleted in this menu item.

1:48 PM Sonntag 4. Dez.	<b>२</b> 100	) % 🔳
	+	Edit
Change, create and delete tests		
1 test example		>

### Create test template

A test template with the next free number is automatically created in the background via the + button, which can then be adjusted.

1:51 PM	Sonntag 4. Dez.	<b>奈</b> 100	)% 🔳
		+	Edit
Ch	ange, create and delete tests		
1	test example		>
2	Neuer Test Nummer 2		>

### Delete test template

If a test template is to be deleted, it can be deleted by swiping the line to the left and then clicking on the "Delete" button.

1:55 PM	Sonntag 4. Dez.	4	100	% 🔳
			+	Edit
Cha	ange, create and delete tests			
1	test example			>
leuer Te	est Nummer 2	>	De	lete

Another way to delete test templates is the negative of "Edit" button. The template to be deleted can then be deleted by clicking on the red symbol and then clicking on the "Delete" button.

Ein weiterer Weg zum Löschen von Testvorlagen ist das Betätigen der Schaltfläche "Bearbeiten". Danach kann die zu löschende Vorlage durch Klicken auf das rote Symbol markiert und dem anschließenden Klicken auf, die "Löschen" Schaltfläche gelöscht werden.



### Change test template

After selecting the test template from the list of test templates, the header data of the test can be changed on the following page. The change is made by clicking in the corresponding text field.

Additional questions can be recreated using the + button. As described in the previous chapter, questions are deleted by dragging the respective question to the left or by clicking on the "Edit" button.

2:05 PM	Sonntag 4. Dez.			<del>ବ</del> 10	00 % 🔳
	Change, create and delete tests	Edit		Edit	Save
HEADI	ER TEST TEMPLATE				
No:	number of questions:	Time limit in min:	total number of points:		
1	10	20	50		
test te	mplate name:				
test	example				
DATA	2004/CY				
Chau	Id the data protection clours he quaried ha	fore the test? No			
data p	rivacy clause:				
Do	you agree that your certificate of participati	ion will be sent to you unencry	pted by email? Then activate the buttor	1	
QUES.	TIONS				+
1	question 1				>
2	question 2				>
3	question 3				>
4	question 4				>
5	question 5				>
6	question 6				>
7	question 7				>
8	question 8				>
0	question 9				
-	dicesion o				
10	question 10				~
	:= test		Administrator		
	· (60)				

After selecting the question line, the texts for the question can be changed.

	< Edit Edit	Edit Save
QUEST No:	Tons To be points:	
1	1	
Questic	on:	
que	estion 1	
ANSWE	ERS	+
1	answer 1	>
2	answer 2	>
3	X answer 3	>

After selecting the answer line, the texts for the answer can be changed.

🗊 < Edit	Edit	Save
ANSWERS		
No: 1	wrong answer	
answer:		

### Export test template

After selecting the test template, the test template to be exported is selected.

2:11 PM	Sonntag 4. Dez.			🗢 100 % 🔳
Ex	port test template			
1	test example			>
2	Neuer Test Nummer 2			>
2.12 PM Scentlag 4	Dez. rt test template	* 100 % <b></b>		



After exporting, the export file is in the app's document directory. The file is saved in JSON format. On the IOS devices, you can find the data via the "Files" app.



In the app, navigate to the location "On my iPad" or on the iPhone "On my iPhone". This location contains a document directory for the MultipleChoiceTest app.

iPad:

9:25 PM Sun Dec 4							🗢 100% 🔳
Files	$\odot$	< 🔰 On My iPad	<b>E9</b>	88	Select	Q Search	
Recents							
e Shared							
Locations	~	MultipleChoiceT est					
iCloud Drive		3 items					
On My iPad							
Recently Deleted							
-							

### iPhone:

Q Search Q Search MultipleChoic effect Team
MultipleChole dTest Tom
MultipleChoic eTest 1 Jam
MultipleChoic eTest 1.dem
1 idem
1 item

### Import test template

To import a test template, the file in JSON format must be in the app's documents directory. The files in this format are imported in the menu item "Import test template".

	ъ	
Master Modus		Import test template
SETTINGS		Select import file
Settings	>	
TEST TEMPLATE		1_example test >>
Activate test	>	
Change test template	>	
Export template	>	
Import template	>	
Send template	>	
TECT DEDCON		
Test results	>	
Send test results	>	
Delete test results	>	
CERTIFICATES		
Certificate definition	>	
USER MANAGEMENT		
Change your password		
Create, delete admin, overwrite password	>	
		i 🚍 test 🚫 Administrator

After clicking on the respective import file, the data can be imported on the following page.

9:40 PM Sun Dec 4				奈 100% ■
	Ъ	Import test template		
Master Modus				
SETTINGS				
Settings	>			
TEST TEMPLATE				
Activate test	>			
Change test template	>			
Export template	>			
Import template	>			
Send template	>		File name:	
			1_example test	
TEST PERSON				
Test results	>		import	
Send test results	>			
Delete test results	>			
CERTIFICATES				
Certificate definition	>			
USER MANAGEMENT				
Change your password				
Create, delete admin, overwrite password	>			
		= test	Administrator	

### Send test template

9:42 PM Sun Dec 4	হ 100% 🔳
C C	
Master Modus	Send test template to the test devices
SETTINGS	A notice:
Settings >	For sending and receiving, the multiple choice app must be started on the master and
	test devices and must be running in the foreground!
TEST TEMPLATE	
Activate test	1 example test
Change test template	
Export template >	
Import template >	
Send template	
TEST PERSON	
Test results >	
Send test results	
Delete test results	
CERTIFICATES	
Certificate definition >	
USER MANAGEMENT	
Change your password	
Create, delete admin, > overwrite password	
	:= test D Administrator

After clicking on the respective test template, this template is marked for sending and can be sent on the next page.

9:42 PM Sun Dec 4			🗢 100% 🔳
	Ъ	Send test template to the test devices	
Master Modus			
SETTINGS			
Settings	>	Send	
TEST TEMPLATE		When sending, the test template example test is transferred to the following ready-to-receive.	
Activate test	>	i a version of this test already exists on the device, it will be overwritten:	
Change test template	>	eacon nearby receiving donces.	
Export template	>		
Import template	>		
Send template	>		
TEST PERSON			
Test results	>		
Send test results	>		
Delete test results	>		
CERTIFICATES			
Certificate definition	>		
USER MANAGEMENT			
Change your password			
Create, delete admin, overwrite password	>		
		i = test	

A list of nearby devices that are ready to receive is also displayed on the sending side.

### Test person

Test results for test participants are managed in the Participants menu item.

Test result	S				
9:44 PM Sun Dec 4					🗢 10055 🔳
	ъ	Zertifikat: 1		test person list	
Master Modus		Q Search			
SETTINGS		2022-11-16			
Settings	>	Max Mustermann	max.mustermann@info.de	11/16/2022, 9:42 PM	>
TEGT TEMPI ATE		Max Mustermann	sa@as 11/16/2022, 9:43 F	M	>
Activate test	>	Max Mustermann	sa@as 11/16/2022, 9:43 F	M	>
Change test template	>	Max Mustermann	sa@as 11/16/2022, 9:43 F	M	>
Export template	>	Max Mustermann	sa@as 11/16/2022, 9:43 F	M	>
Import template	>	Max Mustermann	sa@as 11/16/2022, 9:43 F	M	>
Send template	>	Max Mustermann	max.mustermann@info.de	11/16/2022, 9:49 PM	>
		Max Mustermann	max.mustermann@info.de	11/16/2022, 9:49 PM	>
Test results		Max Mustermann	max.mustermann@info.de	11/16/2022, 9:49 PM	>
Send test results	<u> </u>	Max Mustermann	max.mustermann@info.de	11/16/2022, 9:49 PM	>
Delete test results	<u> </u>	Max Mustermann	max.mustermann@info.de	11/16/2022, 9:50 PM	>
Delete test results					
CERTIFICATES					
Certificate definition	>				
USER MANAGEMENT					
Change your password					
Create, delete admin, overwrite password	>				
		:= test		Administrator	

After the end of all test participants, the administrator should check whether he has already received all test results. He can easily check this using the Test Results menu item.

If there are a lot of entries in the list, the sorting of the list can be adjusted using the  $\bigcirc$  icon at the top right, or the number of entries can be reduced by entering the surname, first name or email address in the search field.

If not, all test results have been transmitted, the administrator can log into the device in tester mode with his administrator account and manually trigger the sending of the test results again via the administrator menu "Send test results".

9:45 PM Sun Dec 4											후 100	0% <b>=</b> -
	Ъ							result log	$\bowtie$	<b>A</b>	đ	×
Master Modus												
SETTINGS												
Settings		Test pe	erson : M	ax N	luster	mann						
		Mail ad	ldress : m	nax.n	nuster	rmann@ir	nfo.de					
TEST TEMPLATE		test: e	xample te	est								
Activate test	>	Time lit	mit in mir	entos	20	∆s is time	e in m	inutes: 0				
Change test template	>											
Export template	· · ·	Start ti	me: 11/16	/202	2, 9:4	19 PM En	id tim	a: 11/16/2022, 9:50 PM				
lass and descended a		To be -	points: 1	0 A:	s is - I	points:: 7						
import template		result i	n %: 70.0	0								
Send template	~											
TEST PERSON		Questi on	answer	To be	As is	result	be pt.	As is pt.				
Test results	>		1	×	<ul> <li>I</li> </ul>	false						
Send test results	>	1	2 3	× ×	×	true false	1	0				
Delete test results	>		1	×	×	true						
		2	2	×	×	true	1	1				
CERTIFICATES			3	×	×	true						
Certificate definition	>	3	1	Č	Č	true	1	1				
		5	3	Ŷ.	Ŷ.	true						
USER MANAGEMENT			1	×	×	true						
Change your password		4	2	×	$\mathbf{v}$	false	1	0				
Create, delete admin, overwrite password	>		3	×	×	true						
ore mile passifield		6	1	č	č	true	1	0				
		5	2	^	^	aue	1.1	•				

If all test results are available on the device in master mode, the administrator can print out, save the results or send the short reports. A PDF document of the summary report is generated via the is button and can be processed further.

Jens-Peter Bardt



The 👼 button generates a test certificate as a PDF document, which can then be processed further.

The PDF documents created by the administrator are also saved in the app's file directory.

The test certificates are also created via the "Test results" menu item. It is important to ensure that the correct certificate definition has been selected. (Top left in the picture "Certificate: 1"). If you click this button, you can select a definition from the existing ones. The certificate definition defines the title and subtitle of the certificate, a signature text can be specified and a signature for the signature as well as a logo can be stored. Furthermore, data fields can be shown and hidden. The texts can be adapted for mailing and an email address can be stored to which a copy of the certificate should be sent.

The test certificates are sent by e-mail using the  $\bowtie$  button. An email is generated here, and the test certificate is automatically added as an attachment.

### Send test results

9:50 PM Sun Dec 4	0	\$ 100% <b>=</b>
	Ο.	Send test persons to the test devices
Master Modus		Q Search
SETTINGS		A notice:
Settings	>	For sending and receiving, the multiple choice app must be started on the master and
TOT TRUE AT		
		2022-11-16
Activate test		Max Mustermann max.mustermann@info.de 11/16/2022, 9:42 PM
Change test template	>	Max Mustermann sa@as 11/16/2022, 9:43 PM >>
Export template	>	Max Mustermann sa@as 11/16/2022, 9:43 PM >>
Import template	>	Max Mustermann sa@as 11/16/2022, 9:43 PM
Send template	>	Max Mustermann sa@as 11/16/2022, 9:43 PM
TEST PERSON		Max Mustermann sa@as 11/16/2022, 9:43 PM >>
Test results	>	Max Mustermann max.mustermann@info.de 11/16/2022, 9:49 PM
Send test results	- <b>S</b>	Max_Mustermann max.mustermann@info.de 11/16/2022, 9:49 PM >>
Delete test results	>	Max Mustermann max.mustermann@info.de 11/16/2022, 9:49 PM
CERTIFICATES		Max Mustermann max.mustermann@info.de 11/16/2022, 9:49 PM
Certificate definition	<b>&gt;</b>	Max Mustermann max.mustermann@info.de 11/16/2022, 9:50 PM
USER MANAGEMENT		
Change your password		
Create, delete admin, overwrite password	>	
		🔚 test 🕑 Administrator

After clicking on the respective test participant, this is marked for sending and can be sent on the next page.

Control Con	9:50 PM Sun Dec 4			হ 100% 🔳
Stress		ъ	✓ Send test persons to the test devices	
Setting   Control </th <th>Master Modus</th> <th></th> <th>Send</th> <th></th>	Master Modus		Send	
Settings   Settings Set	SETTINGS		ochu -	
List of nearby receiving devices:	Settings	>	When sending, the participant Max Mustermann is transferred to the receiving iPads in master mode. If a version of this participant already exists on the device, it will be overwritten!	
Activate test   Change test template   Complete   Import template   Send template   Send template   Detet test results   Detet test results   Centrificate definition   Centrificate definition   Change your password   Create, dete admin, or	TEST TEMPLATE		List of nearby receiving devices:	
Change test template   Ciport template   Send template   Send template   Send template   Test results   Detet test results   Centrificate definition   Centrificate definition   Change your password   Create, dete admin, or	Activate test	>		
Export template   import template   isona template   iso	Change test template	>		
Import template   Send template   Send template   TEST PESCON   Test results   Detet test results   Detet test results   Certrificate definition   >   USER NANAGOURNT   Change your password   Create, delet admin, or   oerwrite password	Export template	>		
Send template   TST FESSION   Test results   Send test results   Delete test results   Certrificate definition   >   USER MANAGORENT   Change your password   Create, delete admin, or   oerwrite password   >	Import template	>		
TEST FERSON         Test results         Sond test results         Delete test results         Centrificate definition         Centrificate definition         Constructers         Change your password         Create, delete admin, overwrite password	Send template	>		
Test results       >         Sond test results       >         Delete test results       >         Certificate definition       >         User MANAGEMENT       Change your password         Create, delete admin, overwrite password       >	TEST REPON			
Send lest results         Delete test results         Contractats         Certificate definition         User ManaGouteurt         Change your password         Create, delete admin, overwrite password	Test results	>		
Delete test results     >       Contractes        Certificate definition     >       User ManaGouteurt        Change your password     >       Create, delete admin, overwrite password     >	Send test results	- >		
CERTIFICATES Certificate definition Cust ManaGouteurt Change your password Create, delete admin, Overwrite password	Delete test results	>		
Certificate definition  UERR MANAGEMENT Change your password Create, delete admin, overwrite password				
USER MANAGEMENT Change your password Create, delete admin, overwrite password	Certificate definition			
UBR MANAGEMENT Change your password Create, delete admin, overwrite password				
Change your password Create, delete admin, overwrite password	USER MANAGEMENT			
Create, delete admin, overwrite password	Change your password			
	Create, delete admin, overwrite password	>		
:= test I Administrator			🖂 test 🜔 Administrator	

A list of nearby devices that are ready to receive is also displayed on the sending side.

### Delete test results

9:53 PM Sun Dec 4		\$	100% 🔳
	Ъ		Edit
Master Modus		Delete results	
SETTINGS		Max Mustermann max.mustermann@info.de	
Settings	,	Max Mustermann	
TEST TEMPLATE		sa@as	
	>	ermann ermann@info.de	Delete
Change test template	>	annan Iomno.de	
Export template	>		
Import template	>		
Send template	>		
TEST PERSON			
Test results	>		
Send test results	>		
Delete test results	>		
CERTIFICATES			
Certificate definition	>		
USER MANAGEMENT			
Change your password			
Create, delete admin, overwrite password	>		
		E test G Administrator	

If a test result is to be deleted, it can be deleted by swiping the line to the left and then clicking on the "Delete" button.

Another way to delete test results is to click the Edit button. The template to be deleted can then be deleted by clicking on the red symbol and then clicking on the "Delete" button.

### Certificate definition

9:54 PM Sun Dec 4			<b>奈</b> 100	% 🔳
	Ъ		+	Edit
Master Modus		Certificate definitions		
SETTINGS		1 standard definition 1		>
Settings	>			
TEST TEMPLATE				
Activate test	>			
Change test template	>			
Export template	>			
Import template	>			
Send template	>			
TEST PERSON				
Test results	>			
Send test results	>			
Delete test results	>			
CERTIFICATES				
Certificate definition	$\rightarrow$			
USER MANAGEMENT				
Change your password				
Create, delete admin, overwrite password	>			
		E test D Administrator		

In this menu item, the definitions for the certificates are created, changed or deleted.

### Create certificate definition

A test template with the next free number is automatically created in the background via the + button, which can then be adjusted.

9:57 PM Sun Dec 4				<b>२</b> 10	10% 🔳
	Ъ			+	Edit
Master Modus		С	ertificate definitions		
SETTINGS		1	standard definition 1		>
Settings	>	2	Standart definition 2		>
TEST TEMPLATE					
Activate test	>				

### Delete certificate definition

If a definition is to be deleted, it can be deleted by dragging the line to the left and then clicking on the "Delete" button.

ş	59 PM Sun Dec 4				r 100% 🔳	•
		Ъ		-	+ Edi	t
	Master Modus		Certificate definitions			
	SETTINGS		1 standard definition 1		>	
	Settings	>	itandartdefinition 2	>	Delete	
	TEST TEMPLATE					

### Change certificate definition

After selecting the definition from the list of definitions, the data can be modified via the following page. The change is made by clicking in the corresponding text field. The certificate definition defines the title and subtitle of the certificate, a signature text can be specified and a signature for the signature as well as a logo can be stored. Furthermore, data fields can be shown and hidden. The texts can be adapted for mailing and an email address can be stored to which a copy of the certificate should be sent.

Certificate definitions HEADER DEFINITION No: Certificate definition name:  Standard definition 1 HEADER DEFINITION Certificate title: Certificate title: Subtitle SIGNATURE Signature text: Certificate of Participation Certificate title: Ceri		Edit	Sav
HEADER DEFINITION No: Certificate definition name:  Standard definition 1 HEADER DEFINITION Certificate vitle: Certificate vitle: Subtitle SIGNATURE Signature text: Certificate vitle:			
No: Certificate definition name: 1 Standard definition 1 HEADER DEFINITION Certificate utile: Certificate of Participation Subtitle SIGNATURE Signature text: Certificate definition			
1 standard definition 1 HEADER DEFINITION Certificate utile: Certificate of Participation Subtitle SIGNATURE SIGNATURE text: Certificate text:			
HEADER DEFNIITION Certificate utile: Certificate of Participation Subtitle: Subtitle SIGNATURE Signature text:			
HEADER DEFINITION Certificate utile: Certificate of Participation Subtitle SIGNATURE SIGNATURE Certificate text:			
Certificate of Participation Subtitle SIGNATURE Signature text:			
Subtitle Subtitle Signature Ext:			
Subtitle SIGNATURE Signature text:			
SUDITITE SIGNATURE Signature text:			
SIGNATURE Signature text:			
Signature text:			
Cartificate of Dutinium			T new signature
Ceruticate of Participation			
Cianatura			
Los De	र		
MAIL DATA FOR SENDING THE CERTIFIC	ATES		
Mail address to which a copy should be s	ent:		
Into@sdd.de			
Subject of the email:			
Certificate of Participation			
Text of the email:			
HIDE FIELDS			
last name		first name	
Show email address			
number of questions			
result in percent			
POINTS			
To be		As is	
TIME LIMIT IN MIN			
To be	C	As is	
DATE AND TIME			
start	•	Close	
RESULT TABLES			
detail result table		short result tab	le O
LOGO			+
Firmenlogo			
	i test	(	Administrator

### User Management



To log in as an administrator, press the administrator icon.

Master Modus	8
SETTINGS	
Settings	>

Pressing the lock icon will start the login process.

### First Login as administrator

If there is no administrator yet, a user account will be created for the superadmin. The account name cannot be changed. The password must be at least 6 characters long and entered twice.

cancel

Master Modus

Administratorname:	
Superadmin	
Password:	
Enter password	Ø
Repeat password:	
Repeat password	Ø

Pressing the lock symbol again logs you out as admin.

### Login as administrator

If an account already exists, pressing the lock icon will bring up a list of user accounts. Here the user account which is to be used for the registration must be selected by clicking on the respective line. Even if there is only one account, this selection is important. The password must then be entered.

	cancel					
Master Modus						
Superadmin						
SELECT ADMIN ACCOUNT						
Superadmin						
Enter password:						
Enter password	Image: A start of the start					

### Create, delete admin, overwrite password

Additional admin user accounts can be created and deleted and passwords can be overwritten via the menu item "Admin create, delete, change password". This function is reserved for the superadmin only.

Über den Menüpunkt "Admin Anlegen, Löschen, Passwort ändern können weitere Admin Benutzerkonten angelegt, gelöscht und Passworte überschrieben werden. Diese Funktion ist nur dem Superadmin vorbehalten.

✓ Master Modus +		Edit				
	Admin list					
		Create admin: + Delete: swipe the row to the lef Overwrite password: click the	t line			
	1	Superadmin		>		
		test Adminis	<b>}</b> strator			

Wenn über dem + neue Konten erstellt werden, lauten die Standardpassworte für den Superadmin "456789" und für einen normalen Admin "123456". Der Superadmin muss diese Passwörter dann dem Admin sagen damit dieser über den Menüpunkt Eigenes Passwort ändern sein eigenes Passwort hinterlegen kann.

Das Löschen von Benutzerkonten erfolgt durch ein Ziehen der Kontozeile nach links oder mit dem Bearbeiten Button.

Hat ein Admin ein Passwort vergessen, kann der Superadmin das vorhandene Passwort mit einem neuen Passwort überschreiben.

Ist das Superadmin Passwort nicht mehr vorhanden muss die App gelöscht und neu installiert werden. Dabei gehen alle Testergebnisse und Vorlagen verloren.