

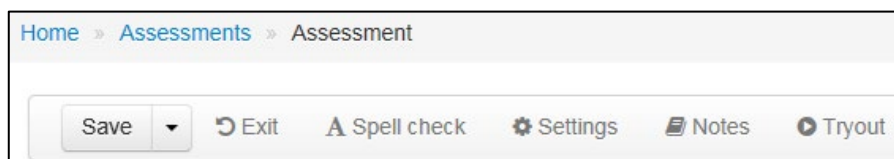
## Questionmark: Templates

Questionmark controls the appearance of assessments by linking to a **Template** file. A template can be chosen when creating an assessment from the **Settings** option or alternatively by editing the assessment at a later date. It is also possible to apply a different template to **Question blocks** via the individual **Settings** option for the block.

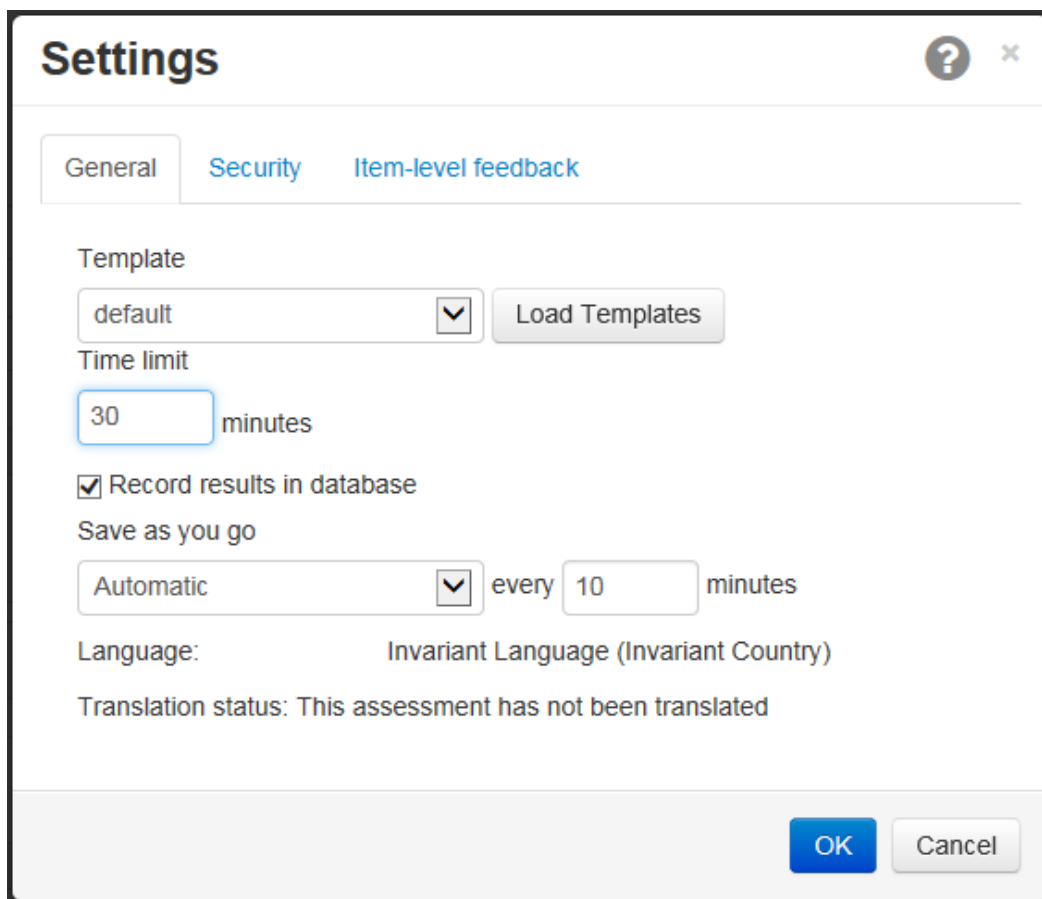
There are a number of standard templates which allow the user to alter the appearance of their assessment, including save as you go and question by question templates. It is possible to add new templates to Questionmark, should you require a new templates to be added please contact [IS.help@ed.ac.uk](mailto:IS.help@ed.ac.uk)

### Linking to a template

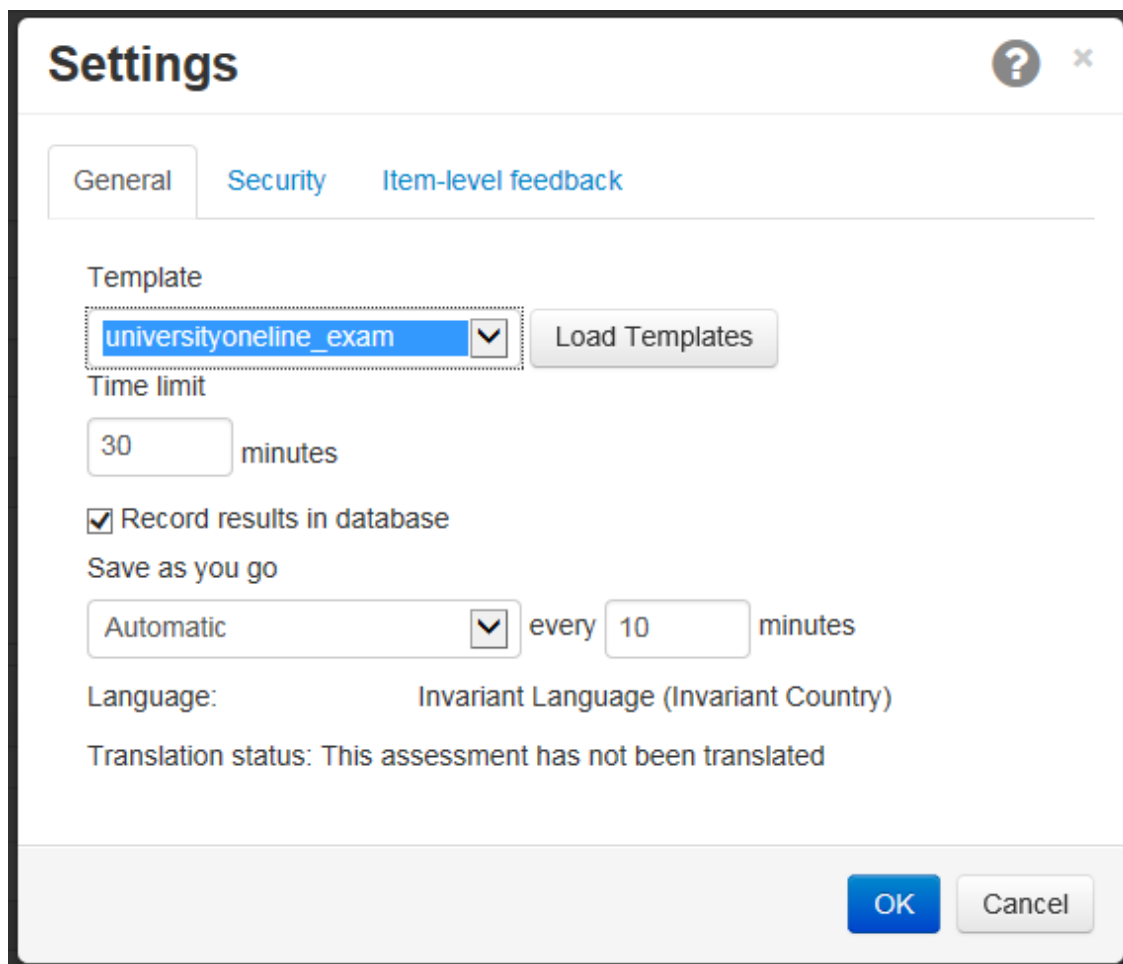
When you are creating an assessment within the editor screen there is a **Settings** option in the menu bar at the top of the screen:



Click on the **Settings** option. Within the **General** section of the **Settings** options you will be able to add a template.

A screenshot of the 'Settings' dialog box, showing the 'General' tab. The dialog has a title bar with a question mark icon and a close button. Below the title bar are three tabs: 'General' (selected), 'Security', and 'Item-level feedback'. The 'Template' section has a dropdown menu set to 'default' and a 'Load Templates' button. The 'Time limit' section has a text input field containing '30' followed by 'minutes'. The 'Record results in database' section has a checked checkbox. The 'Save as you go' section has a dropdown menu set to 'Automatic' and a text input field containing '10' followed by 'minutes'. The 'Language' section shows 'Invariant Language (Invariant Country)'. The 'Translation status' section shows 'This assessment has not been translated'. At the bottom right are 'OK' and 'Cancel' buttons.

A default template will always automatically be added to your assessment. To add a template of your choice click on **Load Templates** and then click on the downward arrow in the **Template** field:



The screenshot shows a 'Settings' dialog box with a title bar containing a question mark icon and a close button. Below the title bar are three tabs: 'General' (selected), 'Security', and 'Item-level feedback'. The 'General' tab contains the following settings:

- Template:** A dropdown menu with 'universityonline\_exam' selected and a downward arrow. To its right is a 'Load Templates' button.
- Time limit:** A text input field containing '30' followed by the text 'minutes'.
- Record results in database:** A checked checkbox.
- Save as you go:** A dropdown menu with 'Automatic' selected and a downward arrow, followed by the text 'every' and a text input field containing '10', followed by the text 'minutes'.
- Language:** The text 'Invariant Language (Invariant Country)'.
- Translation status:** The text 'This assessment has not been translated'.

At the bottom right of the dialog box are two buttons: 'OK' (highlighted in blue) and 'Cancel'.

Once you have selected a template, click on **OK** to exit the Settings screen.

When you have finished editing the assessment, click on the down arrow next to **Save** and select **Save + Exit**.

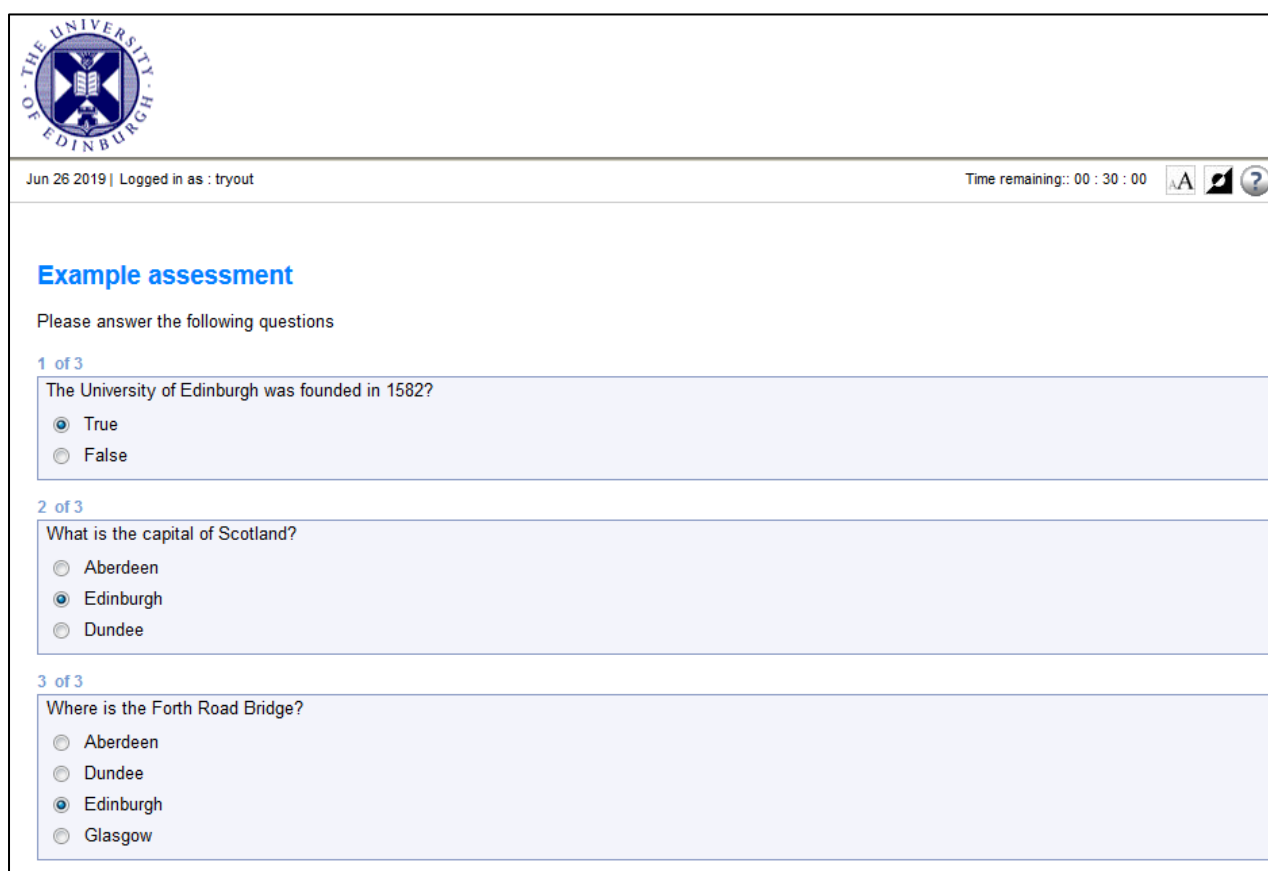
## Example templates

The main form of delivery of assessments to students is either to:

- i. Display all questions at once on a single web page.
- ii. Display questions one at a time and have the student navigate through the assessment.

The main University templates for these modes are shown below:

### i. **universityonline**



The screenshot shows the University of Edinburgh logo in the top left corner. Below it, the text "Jun 26 2019 | Logged in as : tryout" is displayed on the left, and "Time remaining:: 00 : 30 : 00" is on the right, accompanied by icons for accessibility (AA), a printer, and a help/question mark. The main content area is titled "Example assessment" in blue. Below the title, it says "Please answer the following questions". There are three questions, each in a separate box:

- 1 of 3**  
The University of Edinburgh was founded in 1582?  
 True  
 False
- 2 of 3**  
What is the capital of Scotland?  
 Aberdeen  
 Edinburgh  
 Dundee
- 3 of 3**  
Where is the Forth Road Bridge?  
 Aberdeen  
 Dundee  
 Edinburgh  
 Glasgow

All questions appear together on one screen.

Students are able to submit the assessment without answering all the questions – they are warned that some questions have not been answered.

### ii. **universityonline\_exam**

The **universityonline\_exam** replicates the **universityonline** template but with the additional feature that students cannot submit their assessment until all questions are attempted.

### iii. universityonline\_QxQ

The screenshot displays the University of Edinburgh online assessment interface. At the top left is the university logo. The header shows the date 'Jun 26 2019', the user 'Logged in as : tryout', a progress bar, 'Block 1 of 1', and 'Time remaining:: 00 : 30 : 00'. The main content area shows '1 of 3' questions. The first question is 'The University of Edinburgh was founded in 1582?' with radio buttons for 'True' (selected) and 'False'. An 'Assessment Navigator' window is open, showing a grid of question numbers (1, 2, 3) with question 1 selected. The bottom navigation bar includes buttons for '< Intro Text', '< Previous Question', 'Next Question >', 'Assessment Navigator', and 'Submit'.

With this template each individual question appears on a separate screen.

The **Assessment Navigator** allows students to quickly jump between questions by selecting the question numbers. It also indicates which are yet to be answered (numbered boxes coloured yellow). Students can also flag questions that they want to return to for whatever reason.

Students are able to submit the assessment without answering all the questions – they are warned that some questions have not been answered.

### iv. universityonline\_QxQ\_exam

The **universityonline\_QxQ\_exam** replicates the **universityonline\_QxQ** template but with the additional feature that students cannot submit their assessment until all questions are attempted