Electronic Test

Semistructured Data and XML / YYYY-MM-DD, HH:MM

Person: Forename Surname (Matriculation number)

User name: 12345678-1138-023 [Don't forget the dashes!]

Password: 1701

Number of computer terminal: **42**

Welcome to the e-examination room, Forename Surname!

This sheet contains important information on the electronic test you are about to take. Please read it carefully:

First of all, verify the accuracy of your personal data (name, matriculation number, number of computer terminal) listed above. If you notice any mistake, please contact the supervisor. Use your personal user name and password indicated above to log in to the examination system. After login, your course will be available to you. **You may start the test only after you receive permission to do so. Please wait until then!** If you have previously accessed the course, press F5 after the test has been activated so that your test appears on the screen.

To start the test, click 'Start the test'. If a time limit has been set, the remaining time until the test automatically ends will be displayed. You can access the questions, and you can change your answers as often as you like. After having answered a question, you can proceed to the next question by clicking 'Next'. A dialog box will open: Click 'Save Answer and Next' to confirm your answer. If the list of questions is activated for your test, you can enable and disable it by pressing 'Show List of Questions' and 'Hide List of Questions'. If so, the option 'Dashboard' is also available for you; click 'Dashboard' to select a specific question.

To finish the test, you have to follow the three steps below:

Step 1/3. Once you have finished the electronic test, press 'Finish the Test'. (1/3)

Step 2/3. This will lead you to the list of all questions. Here you can check which questions you have answered. If you want to edit one of your responses, click 'Back'; this enables you to work on the questions again. If not, click 'Finish the Test' to finish the test. (2/3)

Step 3/3. You are now provided with an overall view of your electronic test. From here you can still get back to any of the questions; press 'Jump to first question' to get back to the questions. If you click 'Finish the Test' (3/3), a dialog box will open; press 'Ok' to ultimately

finish the electronic test. **After having clicked 'Ok' to finish the test you cannot access your answers any longer.**

Please note:

You may not: use any extra devices like mobile phones; leave the electronic test screen; communicate with other candidates; or use any tools or aids other than stipulated by the person responsible for the test while the test is still in progress. If you are caught breaking any of these rules, you will be removed from the test. Leave your mobile phones etc. in your jackets or bags. **If your computer behaves unusually in any way, contact the supervisor immediately.**

If you want to check your answers at the end of the test (see step 2 to finish the test), the checking has to take place within the set time frame. Allow sufficient time for this step. If the time is up, the system will automatically close the test and save all of your answers. You will not lose marks or be punished in any way if the test is automatically closed. It simply ensures equal conditions for all examinees. The digital archiving reference number (checksum) for the test will be displayed on your screen and printed on the documentation provided by the supervisors after the test. For quality purposes, screenshots will be taken at regular intervals and on every mouse click during the test.

Do not forget to sign and return this sheet. It will be collected by the supervisor(s) of the test during the attendance check. With your signature, you confirm that you have had sufficient opportunity to familiarize yourself with this form of testing, that you have understood all instructions contained on this sheet and that you have completed the test using the login data assigned to you (at the top of the page).

Göttingen, YYYY-MM-DD

Signature

(Forename Surname)