



## 4.1.8 Exam Forms in Word Format

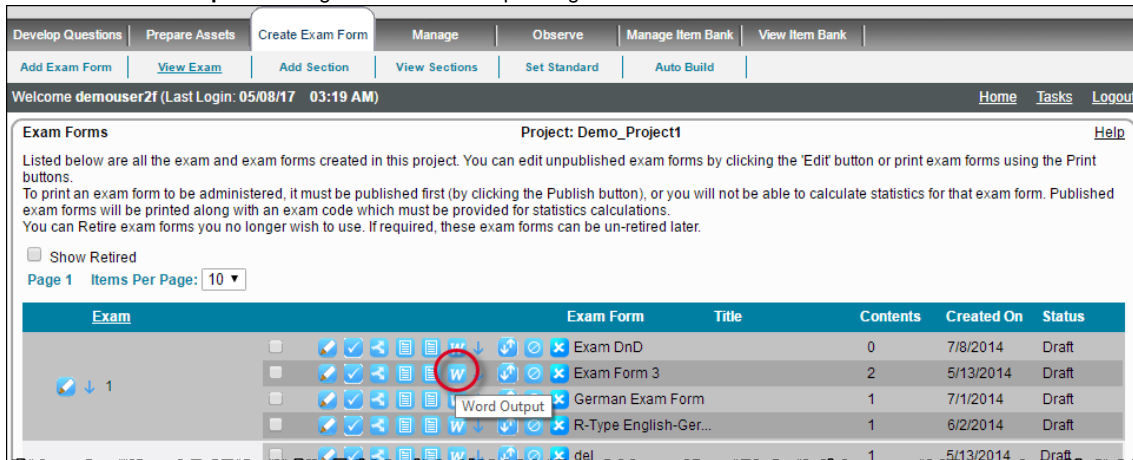
You can export an exam form to a Microsoft Word document format to make it portable so you can send it to be administered or reviewed. The document includes the entire Exam Key, as well as all the exam sections, cases, and items on the exam forms in a print-friendly layout.

 **How can I see the link between the Question ID of an item and its External ID?**

After the exam form is exported into Word format, the Exam Key gives you a table with a column for Question ID (Revision Code) and a separate column for the External ID.

EXAMKEY					
Sequence Number	Question Id (Revision Code)	External ID	Blueprint ID	Correct Answer	Status
1	143423 (214523)	ExternalIDNew2014	0.0.0.0.0		Scored
2	143422 (214524)	Enemies_ExtId2	0.0.0.0.0	D	Scored

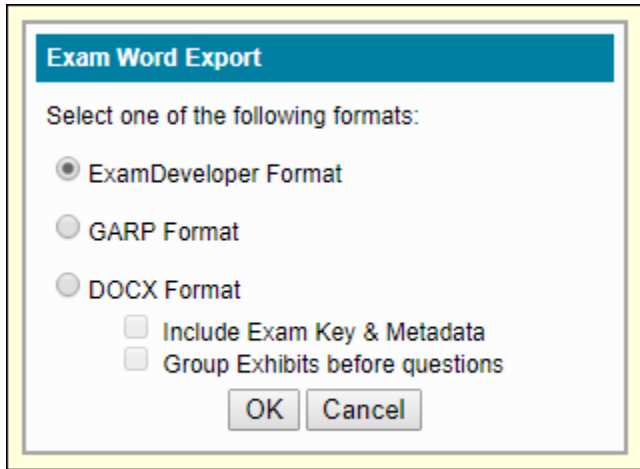
1. Click  **Word Output** icon to generate the corresponding exam form as a Microsoft Word document.



The screenshot shows the 'Exam Forms' management interface. At the top, there are navigation tabs: 'Develop Questions', 'Prepare Assets', 'Create Exam Form', 'Manage', 'Observe', 'Manage Item Bank', and 'View Item Bank'. Below these are sub-tabs: 'Add Exam Form', 'View Exam', 'Add Section', 'View Sections', 'Set Standard', and 'Auto Build'. The main content area displays a table of exam forms. The table has columns for 'Exam', 'Exam Form', 'Title', 'Contents', 'Created On', and 'Status'. The first row is highlighted, and a red circle is drawn around the 'Word Output' icon in the 'Exam' column. The 'Word Output' icon is a blue square with a white 'W' inside.

2. An **Exam Word Export** pop-up window opens, prompting you to select one of the three formats: **ExamDeveloper Format**, **GARP Format**, and **DOCX Format**. Select the required format and click **OK** to save, or else click **Cancel** to simply return to the **Exam Forms** p

age.



The image shows a dialog box titled "Exam Word Export". It contains the instruction "Select one of the following formats:" followed by three radio button options: "ExamDeveloper Format" (which is selected), "GARP Format", and "DOCX Format". Under the "DOCX Format" option, there are two unchecked checkboxes: "Include Exam Key & Metadata" and "Group Exhibits before questions". At the bottom of the dialog box are two buttons: "OK" and "Cancel".

a. **ExamDeveloper Format:**

The ExamDeveloper format provides the Exam Key and Metadata on the first page of the export followed by the exam items.

**EXAMDEVELOPER INC  
MY SPRING EXAM FORM  
4 QUESTIONS  
METADATA**

Metadata Name	Content
Author	
PDF Attachment	

**EXAM KEY**

Sequence Number	Question Id (Revision Code)	External ID	Blueprint ID	Correct Answer	Status
1	143420 (214525)		0.0.0.0.0	A. Showers	Scored
2	143421 (214526)		0.0.0.0.0	C	Scored
3	143423 (214523)		0.0.0.0.0		Scored
4	143422 (214524)		0.0.0.0.0	D	Scored

% of times A is correct answer: 33.33%

% of times C is correct answer: 33.33%

% of times D is correct answer: 33.33%

The following upload code should be used when analyzing the stats of this exam back in exam developer. If you make ANY changes to the exam in this document, make sure the questions have also been changed in ExamDeveloper before uploading the statistical data.

<BEGIN STATS UPLOAD CODE>

lh4DYte4saRjhi/qfknkBmBmafOLWbFYMky1Q5Og72k0MwO95nzDVjmU0LeMxz+Zij56z/6NIWGFjOs  
D6VdIcuA~~

<END STATS UPLOAD CODE>

**EXAMDEVELOPER INC  
MY SPRING EXAM FORM  
4 QUESTIONS**

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documentation case

- |  |                                  |
|--|----------------------------------|
| 1. April _____ bring May flowers.                                      | A. 10.2 inches<br>B. 4.36 inches |
| 2. How many inches of rain fall on average in Minnesota in the Spring? | C. 6.78 inches<br>D. 8.25 inches |
- 

- |  |                     |
|--|---------------------|
| 3. Explain what Minnesota weather is like in the Spring. | B. Blue<br>C. Green |
| 4. Sample doc multiple choice. Pick one.                 | D. Yellow           |
- A. Red

**END OF THE EXAMINATION**

b. **GARP Format:**

The GARP format only exports the exam items. The items are listed in table format.

QUESTIONS 1 AND 2 REFER TO THE FOLLOWING INFORMATION  
documentation case

1. April \_\_\_\_\_ bring May flowers.
  
2. How many inches of rain fall on average in Minnesota in the Spring?
  - A. 10.2 inches
  - B. 4.36 inches
  - C. 6.78 inches
  - D. 8.25 inches
  
3. Explain what Minnesota weather is like in the Spring.

**Initial Response:**

4. Sample doc multiple choice. Pick one.
  - A. Red
  - B. Blue
  - C. Green
  - D. Yellow

c. **DOCX Format:**

The DOCX format exports the data into Microsoft .docx format. The items are automatically exported.

You can choose to export the Exam Key and Metadata similar to the ExamDeveloper format. Select the **Include Exam Key & Metadata** option.

**EXAMDEVELOPER INC  
MY SPRING EXAM FORM  
4 QUESTIONS  
METADATA**

Metadata Name	Content
Author	
PDF Attachment	

**EXAMKEY**

Sequence Number	Question Id (Revision Code)	External ID	Blueprint ID	Correct Answer	Status
1	143420 (214525)		0.0.0.0.0	A. Showers	Scored
2	143421 (214526)		0.0.0.0.0	C	Scored
3	143423 (214523)		0.0.0.0.0		Scored
4	143422 (214524)		0.0.0.0.0	D	Scored

% of times A is correct answer: 33.33%

% of times C is correct answer: 33.33%

% of times D is correct answer: 33.33%

## EXHIBITS

QUESTIONS 1 AND 2 REFER TO THE FOLLOWING INFORMATION  
documentation case

1. April \_\_\_\_\_ bring May flowers.

2. How many inches of rain fall on average in Minnesota in the Spring?

- A. 10.2 inches
- B. 4.36 inches
- C. 6.78 inches
- D. 8.25 inches

3. Explain what Minnesota weather is like in the Spring.

**Initial Response:**

4. Sample doc multiple choice. Pick one.

- A. Red
- B. Blue
- C. Green
- D. Yellow

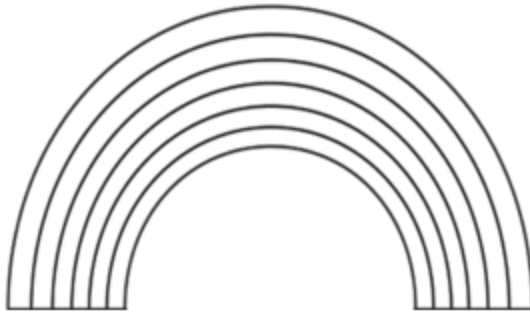
You can either list the exhibits before the group of items in the exam, or you can select the **Group Exhibits before questions** option. If you group the exhibits before the questions, each question references which exhibit applies to the item.

**Exhibits grouped before items:**

## EXHIBITS

E1. Sample Test Case

E2. Identify all the colors of the rainbow.



FOR QUESTION 1 REFER TO EXHIBIT(S) – E2

1. There are eight colors in the rainbow.

- A. True
- B. False

FOR QUESTION 2 REFER TO EXHIBIT(S) – E2

2. What two weather conditions must be present for a rainbow to appear?

\_\_\_\_\_

and

\_\_\_\_\_

FOR QUESTION 3 REFER TO EXHIBIT(S) – E1

3. Sample question 1.

- A. a
- B. b
- C. c
- D. d all of the above

FOR QUESTION 4 REFER TO EXHIBIT(S) – E1

4. Sample question 3

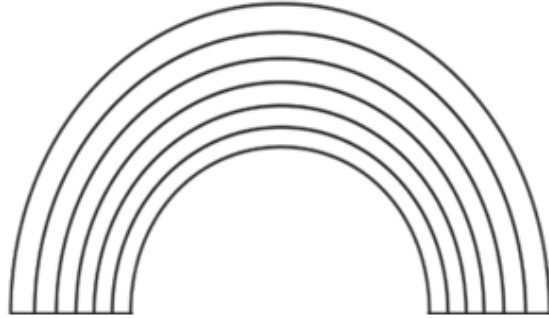
- A. a
- B. b
- C. c
- D. d



Exhibits not grouped before questions:

QUESTIONS 1 AND 2 REFER TO THE FOLLOWING INFORMATION

Identify all the colors of the rainbow.



**Case Exhibit**

1. There are eight colors in the rainbow.

- A. True
- B. False

2. What two weather conditions must be present for a rainbow to appear?

\_\_\_\_\_

and

\_\_\_\_\_

QUESTIONS 3 AND 4 REFER TO THE FOLLOWING INFORMATION

Sample Test Case

**Case Exhibit**

3. Sample question 1.

- A. a
- B. b
- C. c
- D. d all of the above

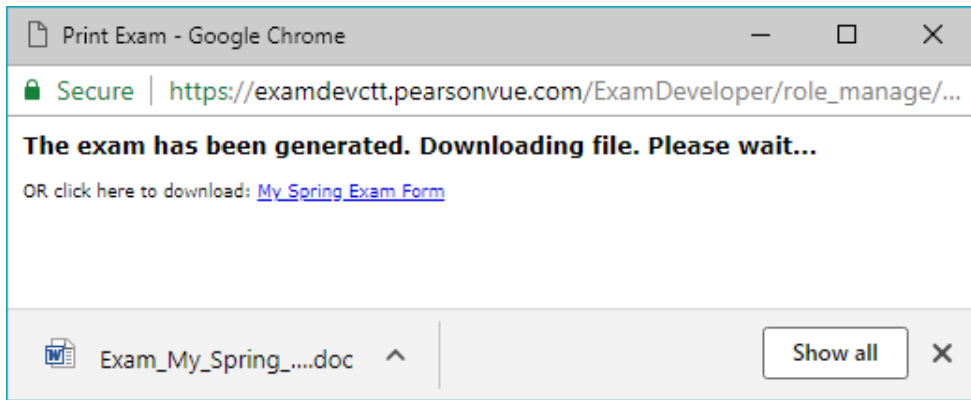
4. Sample question 3

- A. a
- B. b
- C. c
- D. d

**i** When you export an exam in Docx format that includes audio or video files, a **.Zip file** is generated that includes the **Docx** file and a **Files** folder that holds the audio and video files.

**Note:** **.hsp** and **.iie** files are not exported with the Docx format.

3. A **Print Exam - Google Chrome** dialog box opens. Click the document in the status bar at the bottom of the window to open the generated document. **Close** the extra dialog box.



4. **Save** the document to your desktop to edit its formatting or to print it.

**i** As of the 1901 version, Matching and External item types are supported in the Word DOCX Export.

#### **Matching**

Matching questions list the Options, the Tokens and the Drop Here columns of data.

#### **1. Match the Capital to the State.**

<b>Options</b>	<b>Tokens</b>	<b>Drop Here</b>
A.	St. Paul	Minnesota
B.	Pierre	South Dakota
C.	Des Moines	Iowa
D.	Madison	Wisconsin

#### **External**

When external items are exported to DOCX, the export now states the output for External item types are not supported.

**2. Output is not supported for the External item type.**