




2.3.8.1.1 View List of Existing Cases

To access the Cases page:

Select the **Develop Questions Cases** menu.

All the existing cases from the current project are displayed by default. You can narrow down the list by specifying your own search criteria and clicking **Search**.

The **Cases** page includes the following features:

| Column | Description |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
|  | The Edit button allows you to edit the corresponding Draft case. |
|  | The Delete button allows you to delete the corresponding Draft case. |
|  | The View button allows you to view the items on the corresponding Draft case. |
| Case ID | System-generated identifier assigned to a case. |
| Language | The language assigned to the case. |
| Case name | The name of the case. |
| Questions | The number of items assigned to the case. |



The cases are listed in the ascending alphanumeric order by case names. The list can be reordered by clicking the **Case ID**, **Language**, **Case name**, or **Questions** headers to change the list order to ascending (or descending on the second click).

Search for cases

If you have a large number of cases, you can use the Search Criteria to search for specific cases.

- **Case ID:** Enter the Case ID.
- **Case Name:** Enter text in the case name to locate the desired case.
- **Case exhibit language:** Select a language from the drop-down list. This is the languages that are in the Item Bank for your project.
- **Case exhibit text:** Enter text within the exhibit text of the case.
- **On exam form:** Select the exam form(s) in the list to locate the desired case.