

## 7.4 View Items

As an Observer in ExamDeveloper, you can view all aspects and related aspects of items present in a project.

The **View Questions** page allows you to search and view items.

- i** The Project Manager determines the Observer's amount of access (limited or full) to view different aspects related to the items. Observers are restricted to view items only in **Review**, **Validate**, **Completed**, or **Locked** states. **Draft**, **Returned**, and **Imported**, state items cannot be retrieved from the **Observe** page. **Obsolete** items can be allowed to be searched depending on project settings.

### Access the View Questions page

Select the **Observe View Questions** menu.

The screenshot shows the ExamDeveloper interface. At the top, there's a search bar for 'Question ID'. Below it, a navigation menu includes 'Develop Questions', 'Prepare Assets', 'Create Exam Form', 'Manage', 'Observe', 'Manage Item Bank', and 'View Item Bank'. The 'Observe' menu is active. Below the navigation, there's a user welcome message: 'Welcome edvturmer (Last Login: 09/17/18 04:13 PM)'. The main content area is titled 'View Questions' for 'Project: Vikys Project'. It contains instructions on how to search and a checkbox labeled 'Include Obsolete Items in Results'. This checkbox is circled in red, and a red arrow points to it with the text 'Controlled by Project Setting'. Below the checkbox, there's a search criteria section with a dropdown menu set to 'Question ID', a radio button for 'Not', and a dropdown for 'is equal to'. There are buttons for 'Add New Criteria', 'Retrieve Questions', 'Save Search', 'Load Search', 'View Questions', and 'HTML'.

- ⚠** **Why are not all the items showing in my search?** If you know there are more items in a project, but they are not displayed in the search results, it is because of the state of the item. Items in **Draft**, **Returned** or **Imported** status are not displayed in item search results. **Obsolete** items can be searched if the project setting is allowed and State equals Obsolete is added.