

## 9.1.2 Create Section DT Template

1. Select the **Create Exam Form DT Templates** menu.
2. Click the **Section** button next to **Create Template**.

The screenshot shows the 'List DT Templates' page. At the top, there are navigation tabs: 'Develop Questions', 'Prepare Assets', 'Create Exam Form', 'Manage', 'Observe', 'Manage Item Bank', and 'View Item Bank'. Below the tabs, there is a user welcome message: 'Welcome demouser2f (Last Login: 10/11/17 11:55 PM)'. On the right, there are links for 'Home', 'Tasks', 'Feedback', and 'Logout'. The main content area is titled 'List DT Templates' and 'Project: Demo\_DTIB'. It contains a message: 'Listed below are DT templates in the itembank. You can edit the DT templates to add, remove or reorder sections on them.' Below this, there is a 'Create Template' dropdown menu with 'ExamForm' selected and 'Section' highlighted with a red circle. There is also an 'Import Template' button. At the bottom, there is a 'Choose Template Type' dropdown with 'ExamForm' selected and a 'Search' button. A red message at the bottom says: 'No records available for this selection.'

3. This opens the **Create/Edit DT Template** page with a Section node.

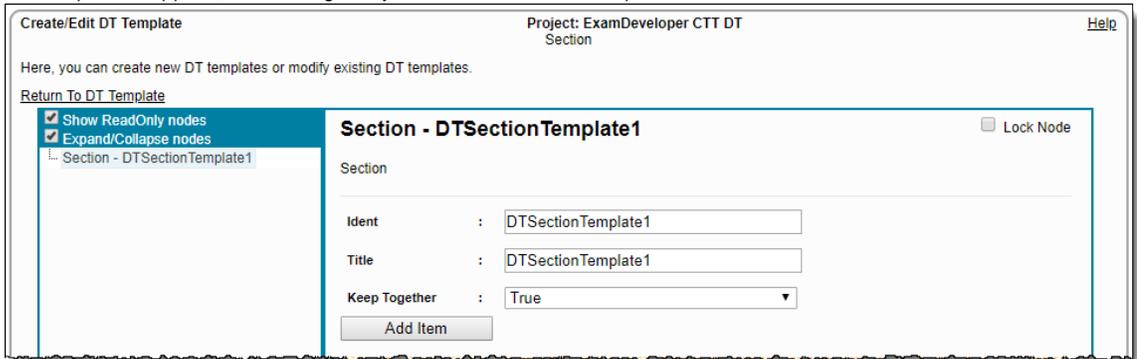
The screenshot shows the 'Create/Edit DT Template' page. At the top, there are navigation tabs: 'Develop Questions', 'Prepare Assets', 'Create Exam Form', 'Manage', 'Observe', 'Manage Item Bank', and 'View Item Bank'. Below the tabs, there is a user welcome message: 'Welcome demouser2f (Last Login: 10/11/17 11:55 PM)'. On the right, there are links for 'Home', 'Tasks', 'Feedback', and 'Logout'. The main content area is titled 'Create/Edit DT Template' and 'Project: ExamDeveloper CTT DT Section'. It contains a message: 'Here, you can create new DT templates or modify existing DT templates.' Below this, there is a 'Return To DT Template' link. The left pane shows a tree view with 'Section' selected. The right pane shows the configuration options for the 'Section' node. It includes a 'Lock Node' checkbox, a 'Section' title, and fields for 'Ident', 'Title', and 'Keep Together'. There is an 'Add Item' button. A yellow warning box says: 'Section may not reflect the latest External IDs, but the QTI package always exports the latest.' Below this, there is a 'Global Configuration' section with fields for 'Reporting Group Identifier', 'Ignore Item Level Shuffle Response', 'Turn Off Option Label', and 'Use external Id for idents'. There is an 'Add Item' button. At the bottom, there are 'Save' and 'Reset' buttons.



If the **Lock Node** check box is selected on the template being applied, the user is not allowed to make editable, the node on which the template was applied.

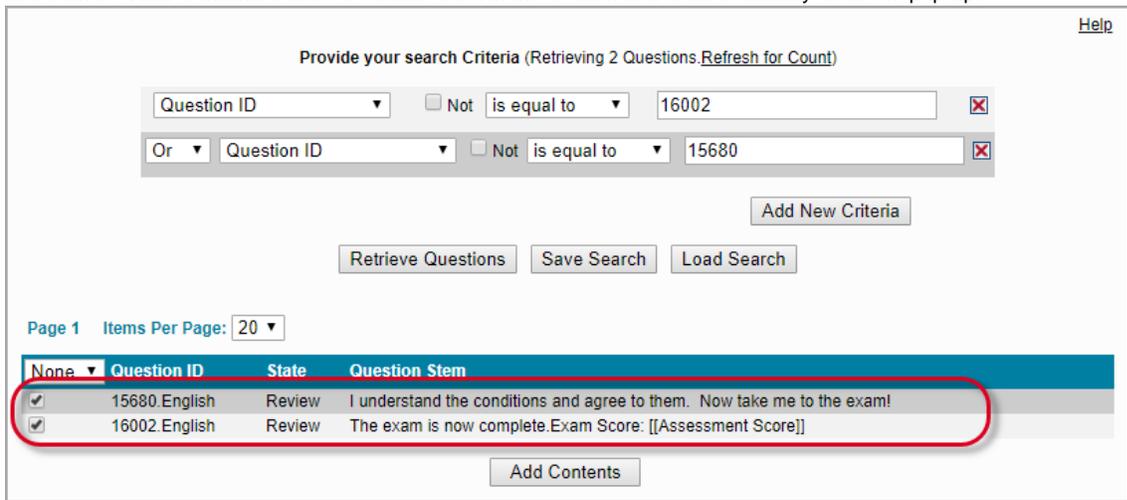
4. Fields in the right pane:
  - **Section** area:

- **Ident:** This is where you specify the custom identifier for the DT Section Template.
- **Title:** Section title. This can be any alphanumeric value.
- **Keep Together:** When this is set to **True**, the various settings on the DT Section Template are applied to any section where this template is applied. If this is set to **False**, the various settings on the DT Section Template are not applied to any section where this template is applied, even though they remain saved in the template.

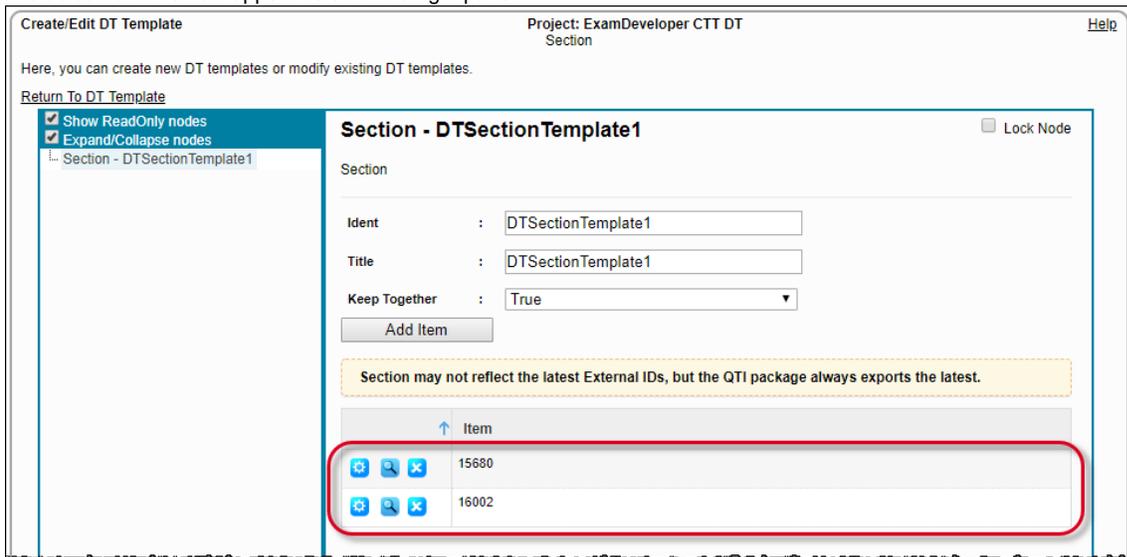


- **Add Item** button: You can add items from the DT Item Bank by clicking this button. A Search control for items is launched in a pop-up when this button is clicked and you may retrieve items in this pop-up.

5. Select those items resulting from the search that you wish to include in the Section by selecting the corresponding check boxes on their left. Click the **Add Contents** button to include them in the Section and to automatically close the pop-up.



6. The selected items now appear listed in the right pane.



7. The **Global Configuration** settings are similar to those on the standard **Delivery Configuration Tool** page.

8. To add Help Rubrics, click **Add Item** button under **Global Configuration**. A Search control for items is launched in a pop-up when this

button is clicked and you may retrieve Display Type items from the DT Item Bank Project in this pop-up.

[Help](#)

Provide your search Criteria (Retrieving 9 Questions. [Refresh for Count](#))

Question ID   Not is equal to

Page 1 Items Per Page: 20

None	Question ID	State	Question Stem
<input type="checkbox"/>	84437	Completed	DTDisplay1
<input type="checkbox"/>	84438	Completed	DTDisplay2
<input type="checkbox"/>	84439	Completed	DTDisplay3
<input type="checkbox"/>	84440	Completed	DTDisplay4
<input type="checkbox"/>	86916	Completed	Display Type Exhibit 1 Stem to check Referenced As Exhibit
<input type="checkbox"/>	109703	Completed	DTDisplay 5
<input type="checkbox"/>	109704	Completed	DTDisplay 6
<input type="checkbox"/>	109705	Completed	DTDisplay 7
<input type="checkbox"/>	109706	Completed	DTDisplay 8

9. Select those items resulting from the search, which you wish to include in the Section as Help Rubrics by marking the corresponding check boxes on their left. Click **Add Contents** button to include them in the Section and to automatically close the pop-up.

[Help](#)

Provide your search Criteria (Retrieving 9 Questions. [Refresh for Count](#))

Question ID   Not is equal to

Page 1 Items Per Page: 20

None	Question ID	State	Question Stem
<input checked="" type="checkbox"/>	84437	Completed	DTDisplay1
<input checked="" type="checkbox"/>	84438	Completed	DTDisplay2
<input type="checkbox"/>	84439	Completed	DTDisplay3
<input type="checkbox"/>	84440	Completed	DTDisplay4
<input type="checkbox"/>	86916	Completed	Display Type Exhibit 1 Stem to check Referenced As Exhibit
<input type="checkbox"/>	109703	Completed	DTDisplay 5
<input type="checkbox"/>	109704	Completed	DTDisplay 6
<input type="checkbox"/>	109705	Completed	DTDisplay 7
<input type="checkbox"/>	109706	Completed	DTDisplay 8

10. The selected items now appear listed in the right pane.

Global Configuration

Reporting Group Identifier :

Ignore Item Level Shuffle Response :  Check to Ignore Item Level Setting

Turn Off Option Label :  Check to Turn Off Option Label

Use external Id for idents :  Configuration Value: False

Help Rubric(s) :

Item	Title
16002	<input type="text"/>
15679	<input type="text"/>

Add Item

You can provide titles to individual Help Rubrics, which serve as the title of their tabs when the exam is rendered in the Assessment Driver. If the title is not provided, the numeric ID of the item appears as the title of the tab.

Global Configuration

Reporting Group Identifier :

Ignore Item Level Shuffle Response :  Check to Ignore Item Level Setting

Turn Off Option Label :  Check to Turn Off Option Label

Use external Id for idents :  Configuration Value: False

Help Rubric(s) :

Item	Title
16002	DT Section Help Rubric 1
15679	DT Section Help Rubric 2

Add Item

- Click **Save** at the bottom of the page. A pop-up appears, prompting you to enter the name for the template to be saved. You can select the **Include nested sections** check box to include Sections within Sections (if any).

Save Template

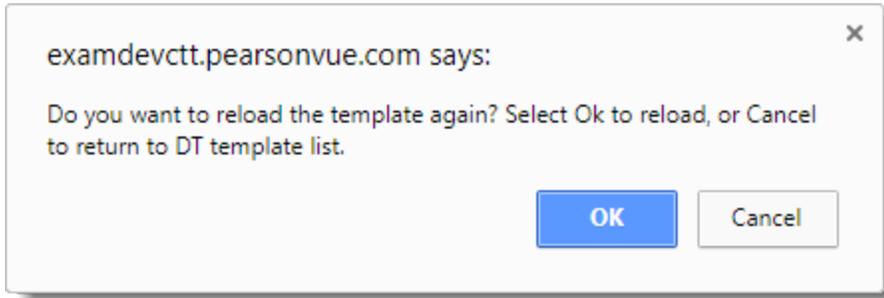
Name:

Type: Section

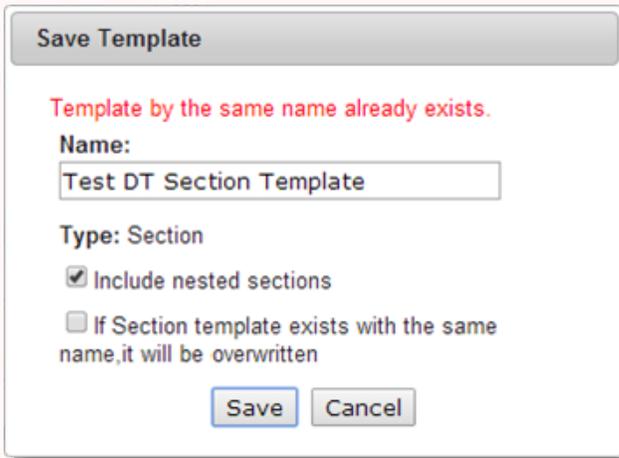
Include nested sections

If Section template exists with the same name, it will be overwritten

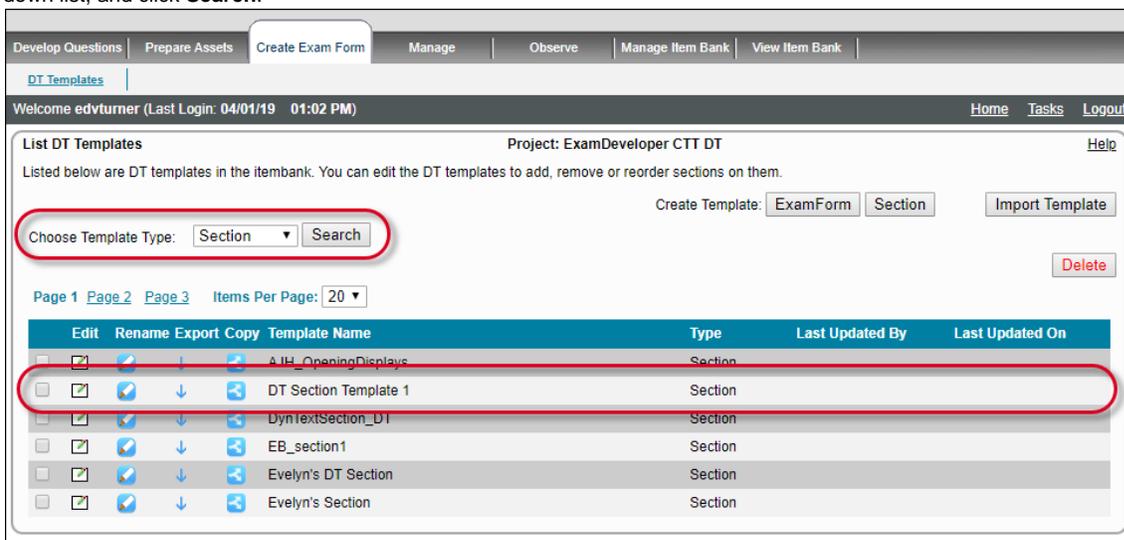
- The following pop-up appears. Click **OK** to save the template and continue to remain on the same page. Click **Cancel** to save the template and return to the **List DT Templates** page.



- ⚠ An error message in red text is displayed if you try to save a template with the same name as an already existing template and the template is not saved, when the **If Section template exists with the same name, it will be overwritten** is not selected. To still save the template with that name, you must select this box.



13. Enter any alphanumeric value in the **Name** text box to save the Section as a DT Template and click **Save**. Clicking **Cancel** takes you back to the previous page and the template is not saved.
14. The saved template is now visible on the **List DT Templates** page, when you select **Section** from the **Choose Template Type** drop down list, and click **Search**.



15. It is possible to delete any DT Section template by selecting it via corresponding check box, and clicking the **Delete** button on the top right.

Develop Questions | Prepare Assets | **Create Exam Form** | Manage | Observe | Manage Item Bank | View Item Bank

[DT Templates](#)

Welcome edvturner (Last Login: 04/01/19 01:02 PM) [Home](#) [Tasks](#) [Logout](#)

**List DT Templates** Project: ExamDeveloper CTT DT [Help](#)

Listed below are DT templates in the itembank. You can edit the DT templates to add, remove or reorder sections on them.

Choose Template Type:   Create Template:

Page 1 [Page 2](#) [Page 3](#) Items Per Page: 20

Edit	Rename	Export	Copy	Template Name	Type	Last Updated By	Last Updated On
<input type="checkbox"/>	<input checked="" type="checkbox"/>			AJH_OpeningDisplays	Section		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			DT Section Template 1	Section		
<input type="checkbox"/>	<input checked="" type="checkbox"/>			DynTextSection_DT	Section		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			EB_section1	Section		
<input type="checkbox"/>	<input checked="" type="checkbox"/>			Evelyn's DT Section	Section		
<input type="checkbox"/>	<input checked="" type="checkbox"/>			Evelyn's Section	Section		



A DT template can be cloned (an exact copy created) by clicking the corresponding  **Copy** icon. The copy is given the same name as the original with a "Copy of" suffix. This functionality is useful if you wish to modify certain parts of a DT template, but do not wish to disturb the original.