

Archiving Results of Tests and Questionnaires

As soon as a course participant has completed a test, self-test or questionnaire and you have conducted some data archiving you will be able to see its results. Results of self-tests and questionnaires will be stored anonymously. After archiving you will dispose of the following data: persons (anonymized by sequential number), questions dealt with, given answers, score (self-test). It is the same with test results but all data will be stored personalized (first name, last name, user name).

Select the link "[Data archiving](#)" in the course view from the tool box "Course tools." On your left go to "Test and questionnaire." Start archiving and follow the instructions.

Select the test or questionnaire you would like to archive. Define in the next steps which information should be displayed in the resulting file.

Display options

Please select the columns per question to be displayed in the evaluation file. You can therefore design your file containing test results according to your needs. The following options are at your disposal:

Display all item columns: All items of a question will be displayed in a column along with its stored values. For example: a *single choice* question containing 4 items will appear in the selected column along with the value 1. All other columns will show 0.

Display selected answer(s): The number of the item selected will be displayed in a single column. Questions such as *Single choice question* will therefore hold a simple data matrix that can be easily transferred to your evaluation software. Questions such as *Multiple choice question* and *KPRIM question* will hold the numbers of selected items merged to a single string. This string's figures will be separated by blanks.

KPRIM question. The meaning of those 4 figures that are part of the evaluation string:

Figure 1: 1 | 2 | 0 (+, - or nothing selected)

Figure 2: 3 | 4 | 0 (+, - or nothing selected)

Figure 3: 5 | 6 | 0 (+, - or nothing selected)

Figure 4: 7 | 8 | 0 (+, - or nothing selected)

Display score : The column containing the score will be displayed.

Display time (beginning, duration): Two columns (one containing the start time the other containing the duration) will be displayed.

CSV options

Here you can determine the formatting details of your evaluation files. Usually you can use OLAT's default setting.

Fields separated by: Common field separators are tab \t, comma, semicolon or blanks (spaces).

Fields embedded by: In case a field contains one of the separators mentioned above, that field between those separators must be enclosed (usually by quotation marks).

Fields escaped by: Use the escape character instead of quotation marks within a text field (if this field is enclosed by quotation marks).

Rows separated by: Character generating a line break (new data set) via default \r\n (carriage return and new line).

File extension: Here you can choose your file extension (.txt, .asc, .csv, .xls etc.). This does not influence the file's format.

Results will be available as Excel file that can also be downloaded.

You can access the graphical analysis of your test and questionnaire data via the course tools "[Test / Survey statistics](#)".