

VALUATIC

User Manual

Version 1.1 - last update 28.02.2022

Glossary

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As the development of Valuatic focused on use in exams, some terms used will reflect this.

- *Forms* are the checklists to fill out.
- *Examiners* are the people filling out the forms.
- *Candidates* are the people or products being assessed.
- *Exam* is a package of evaluation data to be used in Valuatic Touch.

The Valuatic System contains two applications



The desktop application to prepare forms and exams right on your PC.

Valuatic Studio also allows to observe the progress of an exam and to export results after an exam has finished.

Current Version: 1.0

Requires Windows 10, Version 1809 or later



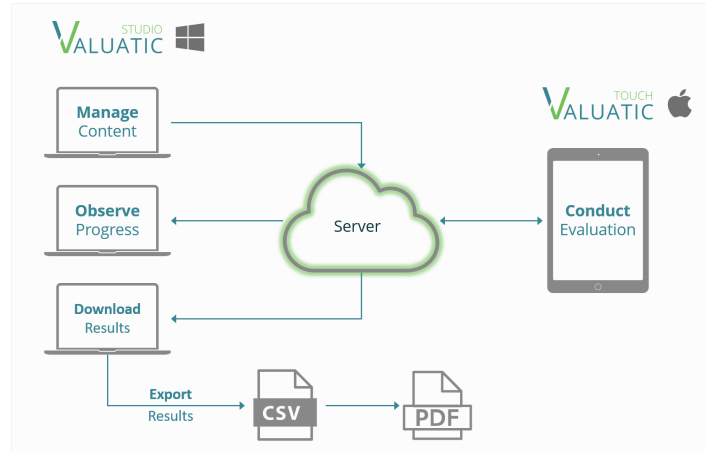
The companion app on an iPad to perform the exam.

It is designed to easily fill out the forms created with Valuatic Studio and provides the results.

Current Version: 1.0

Requires iPadOS 13 or later

Please head to the [Valuatic website](#) for download links to the Valuatic applications.



This is the most comfortable and feature rich possibility for conducting evaluations.

Devices can connect to a server by simply scanning a QR-Code, removing the need of manually inputting complex server credentials.

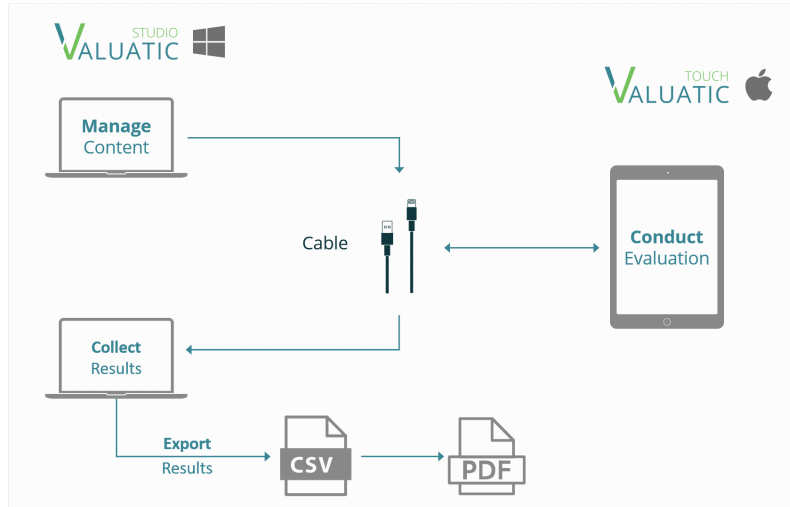
Content can be sent to a device by a simple click of a button.

The progress of the evaluation and state of the device can be observed in Valuatic Studio. Results can easily

be downloaded from the server and exported in various formats.

As only a file server is required, no complex configurations and installations are needed. You can use any server supporting the WebDav protocol like NextCloud. Even a simple network attached storage (e.g., Synology NAS) will do.

If you need to scale your evaluation over a large number of devices and locations, the support for Amazon S3 will be a good solution as well.

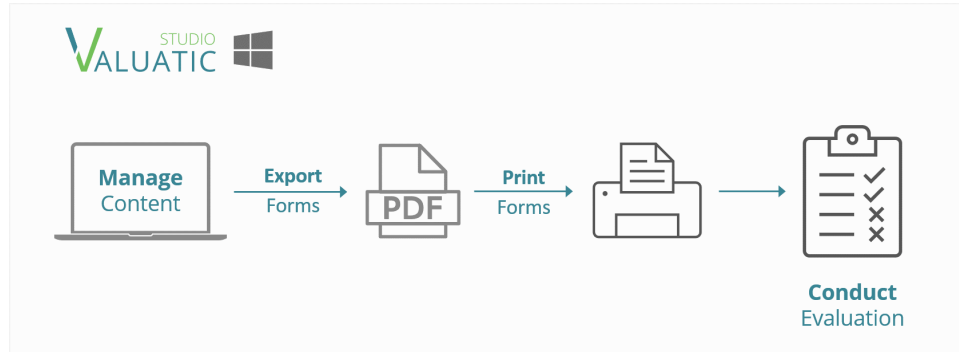


Checklists and other content can be transferred to the device using a cable connection.
No connection is required to conduct the evaluation.

Results can be imported from the devices using a cable connection and exported into various formats.

This process covers the scenario where no network infrastructure is available and is suited for evaluations with a limited amount of people involved.

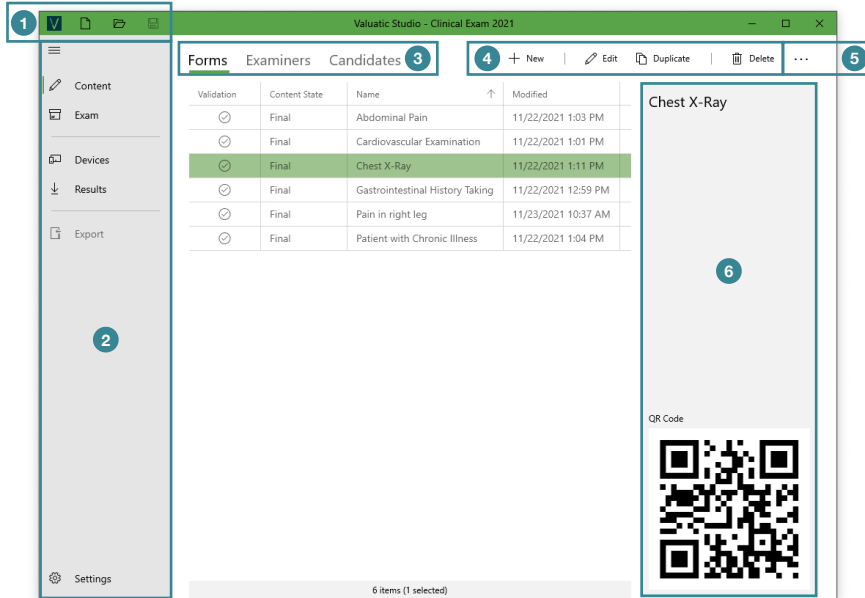
The functionality is also helpful if you need to recover data from a defective device or in case of an infrastructure failure of an online evaluation.



Valuatic Studio has powerful features to create complex forms and checklists. These can be exported as PDFs for evaluation on paper.

This process can be used when no devices are available, and you only need a paper checklist.

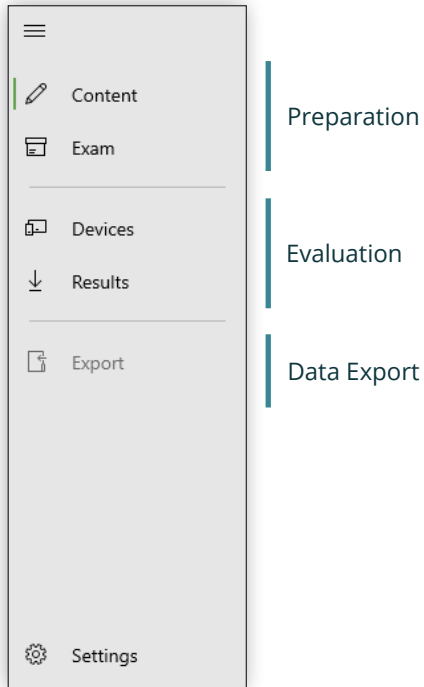
This functionality is also helpful if you need a fallback in case of devices or infrastructure fail.



The main screen of Valuatic Studio always follows the same layout scheme:

1. Actions for creating, opening and saving of a project
2. Navigation with different sections, which reflects the evaluation workflow
3. Areas for different content
4. Actions for managing and manipulating content
5. Extended action dropdown (e.g. for import, export functionality)
6. Detail section of a selected entry

NOTE: Whenever a QR-Code is displayed in the interface, the QR-Code can be scanned by Valuatic Touch to identify the selected item.



Valuatic Studio is split in to multiple areas, according to the workflow of an evaluation.

The *Content* and *Exam* section represents the *preparation* area.

The *Content* section allows you to create the content consisting of forms, examiners and candidates.

The *Exam* section allows you to create an exam version of the content. Such an exam can then be used in Valuatic Touch for the evaluation process.

You can also validate your content in this section, to avoid errors during an evaluation.

The section *Devices* and *Results* represent the *evaluation* area, controlling the data flow between Valuatic Studio and Valuatic Touch.

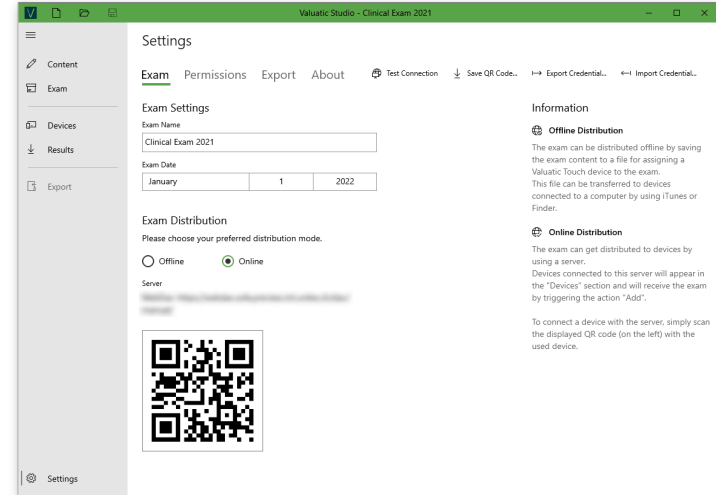
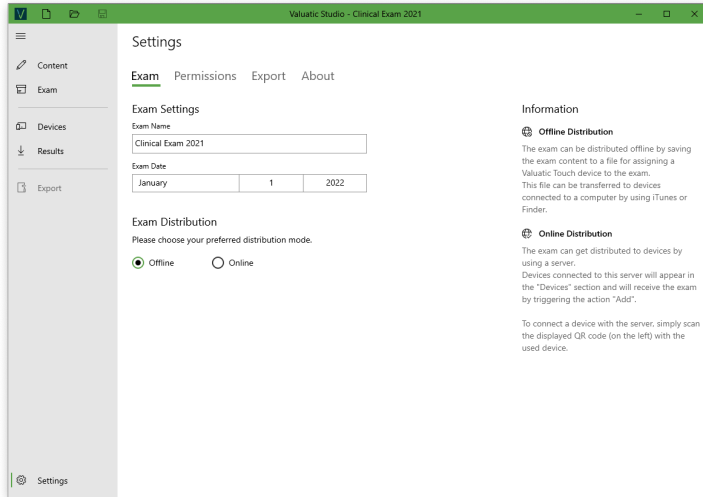
Devices will give you the possibility to distribute your exam to the devices either online or offline and to observe the evaluation process.

Results allows you to collect or import the results created by Valuatic Touch.

The *Export* section allows you to export the results into multiple formats.

The *Settings* section allows you to configure your project.

Settings - Exam



In the *Exam* area of the settings, you can choose a name and date and set the type of distribution you want to use for the evaluation.

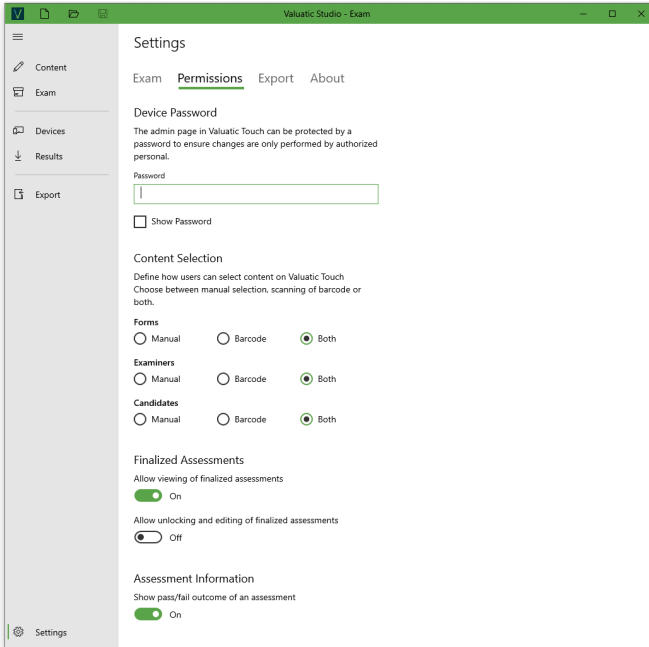
To use online distribution, select the *Online* option and choose *Import Credential...*

Select the Valuatic credential file that was provided for you.

The displayed QR-Code can be scanned by Valuatic Touch to connect to the server instantly.

NOTE: If you use Valuatic Studio Professional, this screen looks different and you will have the possibility to create your own credentials to your server.

Settings - Permissions



The *Permissions* area is related to configurations of Valuatic Touch.

This permissions will take effect as soon a device receives an exam.

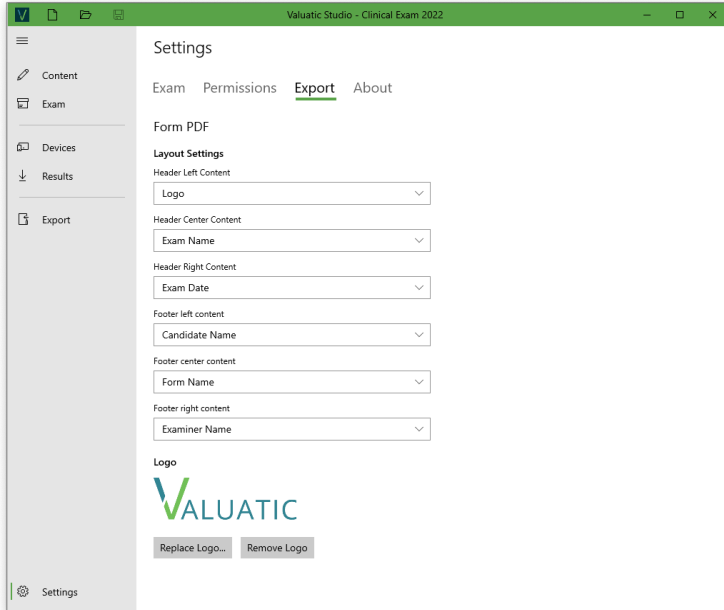
The device password protects the administration section in Valuatic Touch.

Content (Forms, Examiners, Candidates) can either be selected manually from a list or a QR-Code/Barcode can be scanned setting the selection. You can limit these possibilities.

The assessments settings let you configure if an assessment can be viewed after finalizing it. Additionally you can define if such an assessment can be unlocked to make changes again.

By enabling the pass/fail option, it will be possible to see if a candidate has passed or failed on the Valuatic Touch home and assessment screen. The outcome will be visible as soon as it can be determined.

Note, the forms need to have a passing score configured for the system to calculate the pass/fail outcome.

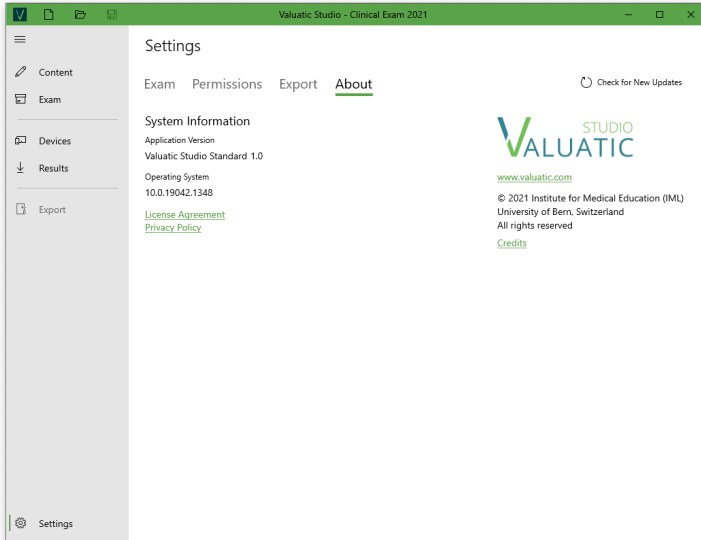


In the *Export* area you can configure the header and footer section of a form PDF. This will not only affect the form documents but also the report PDFs.

You can add a png image to be used as a logo and place it in the header and footer.

You can choose from different types of content to be placed:

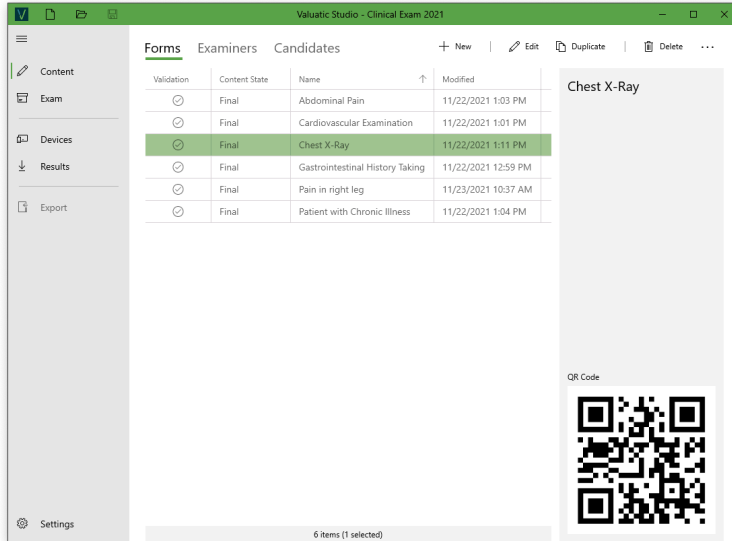
- A custom text
- The page number
- Creation date
- Exam date
- Exam name
- Form name
- Candidate name
- Examiner name
- Logo



The *About* area provides information about the Valuatic version and your operating system.

You can *Check for New Updates* to be up-to-date with the latest features.

NOTE: If you send a support request, we would appreciate if you could provide us with this information.

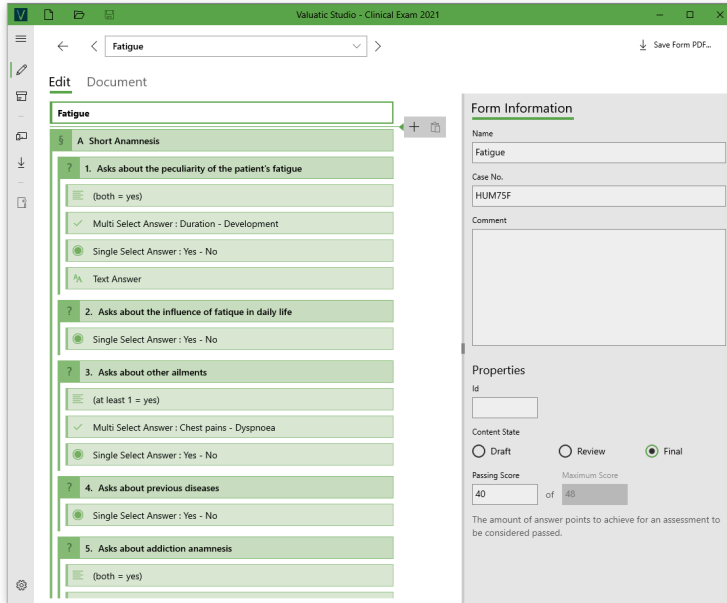


Forms are the most important content of an evaluation. In the *Forms* area you can manage the forms in the overview. There is also import and export functionality in the extended action dropdown.

The Validation column will indicate errors and warnings of a form if there are such and the detail panel will contain more information about it.

The content state lets you know if the creation of the form is finished. The states are manually chosen from *Final*, *Review* and *Draft* and aid you in the form creation process.

After creating a new form, double click on it or hit the *Edit* button to go to the edit section.



The Edit Area of the form detail allows you to manage its content.

The left tree structure shows all elements and the hierarchy of the form and the detail panel will provide you configuration possibilities of a selected element.

There are different elements having different functions:

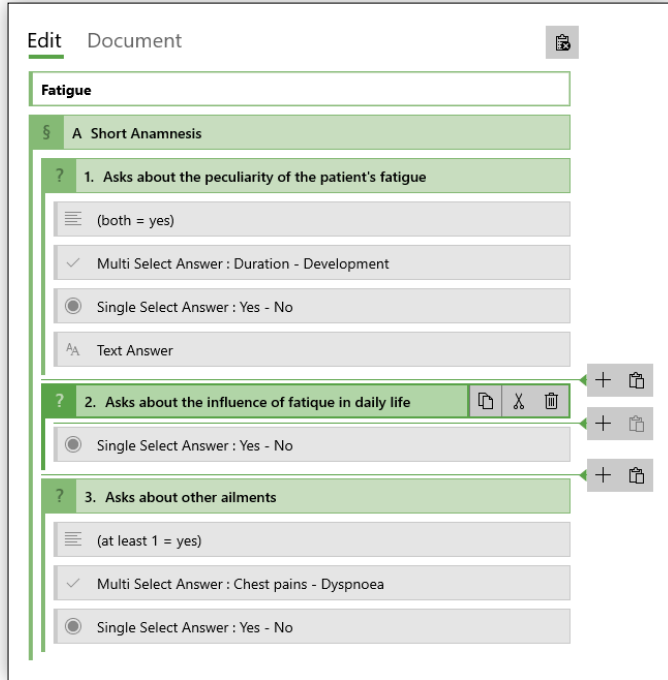
Section and *Question*, visible by their darker green color, define and influence the hierarchy and are automatically indexed.


They are the only elements that can contain other elements as content.

A *Section* can have a maximum of 4 levels and contain any other type of elements.

A *Question* element can be placed on each any but can only be the 5th level itself. A *Question* can only contain *Text* and *Answer* elements.

Text and *Answer* elements cannot contain other elements but define the content of the form.



Edit Document 

Fatigue

A Short Anamnesis



1. Asks about the peculiarity of the patient's fatigue

(both = yes)


Multi Select Answer : Duration - Development

Single Select Answer : Yes - No

Text Answer

2. Asks about the influence of fatigue in daily life   

Single Select Answer : Yes - No

3. Asks about other ailments  

(at least 1 = yes)

Multi Select Answer : Chest pains - Dyspnoea

Single Select Answer : Yes - No

You can manipulate the structure by selecting an element.

A selected element will show a menu to insert new elements and paste a copied element. The menu will appear above, below and (in case of a *Section* or *Question* element) inside the element.

You can copy/cut/paste any element or blocks of elements. When an element is copied or cut, areas where placement is not possible will appear gray.

When you copy an element, the element will stay in memory (you can paste the element multiple times) until you cancel copy/paste by pressing the ESC key or click the cancel icon (at the top right of the form).

Use the copy/cut/paste functionality to rearrange elements in your form.

Before describing each element in more details, let's have a look at how elements are displayed in Valuatic Touch.

- 1 Section
- 2 Question
- 3 Text
- 4 Multi Select Answer
- 5 Single Select Answer
- 6 Text Answer
- 7 Page Break

The editor interface shows a form titled "A Short Anamnesis" with the following elements:

- 1** Section: "A Short Anamnesis"
- 2** Question: "1. Asks about the peculiarity of the patient's fatigue"
- 3** Text: "(both = yes)"
- 4** Multi Select Answer: "Duration - Development"
- 5** Single Select Answer: "Yes - No"
- 6** Text Answer: (empty text field)
- 7** Page Break: (square icon)
- 2** Question: "2. Asks about the influence of fatigue in daily life"
- 5** Single Select Answer: "Yes - No"
- 2** Question: "3. Asks about other ailments"
- 3** Text: "(at least 1 = yes)"
- 4** Multi Select Answer: "Chest pains - Dyspnoea"
- 5** Single Select Answer: "Yes - No"

The patient interface shows the "Fatigue (0%)" form with the following elements:

- 1** Section: "A Short Anamnesis"
- 2** Question: "1. Asks about the peculiarity of the patient's fatigue"
- 3** Text: "(both = yes)"
- 4** Multi Select Answer: "Duration", "Development"
- 6** Text Answer: (empty text field)
- 5** Single Select Answer: "Assess..."
- 2** Question: "2. Asks about the influence of fatigue in daily life"
- 5** Single Select Answer: "Assess..."
- 2** Question: "3. Asks about other ailments"
- 3** Text: "(at least 1 = yes)"
- 4** Multi Select Answer: "Chest pains", "Dyspnoea"
- 5** Single Select Answer: "Assess..."
- 2** Question: "4. Asks about previous diseases"
- 5** Single Select Answer: "Assess..."
- 2** Question: "5. Asks about addiction anamnesis"
- 3** Text: "(both = yes)"
- 4** Multi Select Answer: "Alcohol", "Nicotin"
- 5** Single Select Answer: "Assess..."
- 2** Question: "6. Asks about changes in appetite or changes in body weight"
- 3** Text: "(both = yes)"
- 4** Multi Select Answer: "Period", "Body weight (Kg)"
- 5** Single Select Answer: "Assess..."

Fatigue

Form Information

Name

Case No.

Comment

Properties

Id

Content State
 Draft Review Final

Passing Score of Maximum Score

The amount of answer points to achieve for an assessment to be considered passed.

The top most element is the *Form* element and represents the title and other configuration possibility of your form.

You can *Name* your form with up to 80 characters.

The optional *Case Number* is displayed in the candidate reports and the form selection on Valuatic Touch.

An optional *Comment* lets you to add more information about the form. The *Description* is for workflow purposes and will not be visible in Valuatic Touch.

The optional *Id* can be used to create a custom identifier which you might want to use for Barcode or QR-Code scanning of the form on Valuatic Touch. (Code39, Code128 and QR-Code are supported)

The *Content State* is for workflow purposes as well as to keep track of the creation process.

NOTE: Only forms with the *Final Content State* will be included in a final exam version.

The form keeps track of the maximum possible score a candidate can reach. By defining the *Passing Score* Valuatic will be able to mark assessments as failed or passed.

Forms - Elements - Section

§ A Short Anamnesis

Section

Content

Title

Properties

Label

A Short Anamnesis

1. Asks about the peculiarity of the patient's fatigue
(both = yes)

 Duration Development

The *Section* element is the most important to create your form structure.

It consists of a *Title* and a *Label*.

A *Section* can have a maximum of 4 levels and contain any other type of elements.

The *Label* is automatically generated for each entry you create and takes the level into consideration.

The Label representation is different depending on the level:

- Level 1: capital letters - A, B, C etc.
- Level 2: lowercase letters - a), b), c) etc.
- Level 3: numeric - 1., 2., 3. etc.
- Level 4: numeric - 1., 2., 3. etc.

≡ Forms - Elements - Text

≡ Overall impression: expresses himself/herself clearly,...

Text

Content

Text

Overall impression: expresses himself/herself clearly, shows respect and empathy

Properties

Style

Normal

Instruction

Warning

List (numbered)

List (bullet)

The *Text* element is the most basic content element.

You can define the *Text* and influence the style of representation.

The *Instruction* style will make the text italic.

The *Warning* style will display the text in orange.

The *List* style will display the text with bullet points or numbers respectively for each line you write.

B Demonstration of text styles

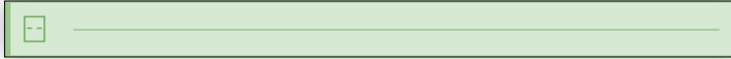
This is normal

This is an instruction

This is a warning

1. First element of a numbered list
 2. Second element of a numbered list
- First element of a bullet list
 - Second element of a bullet list

≡ Forms - Elements - Page Break



The *Page Break* element does only influence the generation of the form pdf.

It allows you to influence when a new page is created in the document.

You can place a *Page Break* element between any element, but not inside of a question, as this would affect readability of the hierarchy and the question negatively.

Forms - Elements - Question

? 1. Asks about the peculiarity of the patient's fatigue

Question

Content

Question

Asks about the peculiarity of the patient's fatigue ×

Properties

Label

1.

The *Question* represents a question item the user has to answer. It is not an element defining how the user can enter the answer, but only represents the *Question*.

The element also influences the structure of the form in the same way a *Section* element does and has therefore an automatic Label.

The Label representation is different depending on the level:

- Level 1: capital letters - A, B, C etc.
- Level 2: lowercase letters - a), b), c) etc.
- Level 3: numeric - 1., 2., 3. etc.
- Level 4: numeric - 1., 2., 3. etc.

1. Asks about the peculiarity of the patient's fatigue

(both = yes)

Duration

Development

Assess...

A *Question* element can be placed on each any but can only be the 5th level itself.

NOTE: A *Question* can only contain *Text* elements and one of each *Answer* elements.

Forms - Elements - Single Select Answer

Single Select Answer : Yes - No

Single Select Answer Modifiers

Content

Options + -

Label	Points	Key
Yes	2	option-1
No	0	option-2

Properties

Optional Off

Display

Hidden Off

The *Single Select Answer* will give the user the possibly to choose one of several options.

The *Label* is the text the user will see.

The *Points* is the value given as a result when the user has selected the option.

NOTE: The *Points* can also have negative numbers.

The *Key* is used to identify the element. It can be shown in the export of the result and helps creating statistics of which *Option* is used the most.

When an *Option* is created, the system will give it a unique *Key*. You can manually define a custom *Key*, but it has to be unique.

The *Properties Optional* and *Hidden* are explained in the [Answer Properties](#) section of this document.

NOTE: Only one *Single Select Answer* element can be added to a *Question* element.

6. Asks about changes in appetite or changes in body weight
(both = yes)

Period
 Body weight (Kg)

Yes
No

Assess...

Forms - Elements - Multi Select Answer

Multi Select Answer : Chest pains - Dyspnoea

Multi Select Answer Modifiers

Content + -

Options

Label	Points	Key
Chest pains	1	option-1
Dyspnoea	1	option-2

Properties

Optional On

Min. Selection Needed Max. Selection Allowed

Display

Hidden Off

Visualisation

3. Asks about other ailments

(at least 1 = yes)

Chest pains Dyspnoea

Assess...

The *Multi Select Answer* will give the user the possibly to choose some or all of several options.

The *Option* configurations are explained in the *Single Select Answer* section of this document.

The *Properties Optional* and *Hidden* are explained in the *Answer Properties* section of this document.

You can influence/limit how many options can be selected by the user and also how many options have to be selected.

If the *Multi Select Answer* is not optional and you set the *Minimum Selected Options* to 0, Valuatic Touch will show a "None" button for the user to confirm that none of the *Options* apply.

The *Visualization* setting allows you to set if the buttons should be rendered horizontally or vertically in Valuatic Touch.

NOTE: Only one *Multi Select Answer* element can be added to a *Question* element.

Forms - Elements - Text Answer

Text Answer

Text Answer Modifiers

Properties

Optional

Off

Minimum Required Characters

Maximum Allowed Characters

Display

Hidden

Off

The *Text Answer* provides the user with an interface for entering text data.

You can influence how many characters have to be entered and how many characters are allowed to be entered.

The *Properties Optional* and *Hidden* are explained in the [Answer Properties](#) section of this document.

NOTE: Only one *Text Answer* element can be added to a *Question* element.

1. Overall impression used to calculate the passing grades




Properties

Optional
 Off


Display

Hidden
 Off

1. Question with mandatory answer elements.

Option 1 Option 2 

2. Question with optional answer elements.

Option 1 Option 2 

Each type of Answer element can be *Optional*.

If you define the answer as *Optional*, the buttons will have a different representation in Valuatric Touch.

An Answer can also be *Hidden* from the user. This can be used to make the form more dynamic, as answer elements can have *Modifiers* which can change these properties.

NOTE: Answers cannot be Mandatory and Hidden at the same time.

≡ Forms - Elements - Answers Placement

The vertical order of elements within a question is very important and will define how they will be arranged in *Valuatic Touch*.

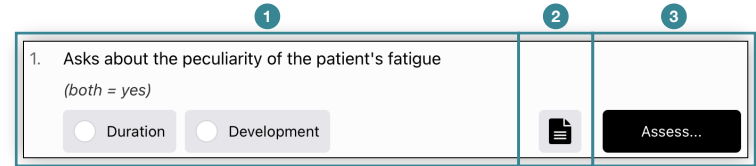
A *question* can have up to 3 columns, depending on what answer elements are used and how they are ordered.


The *multi select answer* and *text* elements are shown in the first column in the order they appear in Studio.

The *single select* is aligned with the previous *text*, *text answer* or *multi select answer*. If there is none, it is aligned with the question title.

The *text answer element* is aligned with the previous element or with the question title if there is none. If there is a *single answer element* either right before or right after, then it is shown as a small button on the right of the *single answer element*.

The next page contains various examples of different combination and how they are represented in *Touch*.



1	2	3
<p>1. Asks about the peculiarity of the patient's fatigue (both = yes)</p> <p><input type="radio"/> Duration <input type="radio"/> Development</p>		<input type="button" value="Assess..."/>

Forms - Elements - Answers Placement

5 A

? 1. Example 1

☰ This is a text element.

✓ Multi Select Answer : Option 1 - Option 2

● Single Select Answer : a - b

Ⓐ Text Answer

? 2. Example 2

☰ This is a text element.

● Single Select Answer : a - b

✓ Multi Select Answer : Option 1 - Option 2

Ⓐ Text Answer

? 3. Example 3

Ⓐ Text Answer

☰ This is a text element.

● Single Select Answer : a - b

✓ Multi Select Answer : Option 1 - Option 2

? 4. Example 4

Ⓐ Text Answer

☰ This is a text element.

✓ Multi Select Answer : Option 1 - Option 2

● Single Select Answer : a - b

📄 ✂ 🗑

Here are 4 elements placed in different order. Please have a look at those to better understand how they are placed in Valuatic Touch.

1. Example 1

This is a text element.

Option 1 Option 2

📄 Assess...

2. Example 2

This is a text element.

Option 1 Option 2

Assess...

📄

3. Example 3

This is a text element.

Option 1 Option 2

📄

Assess...

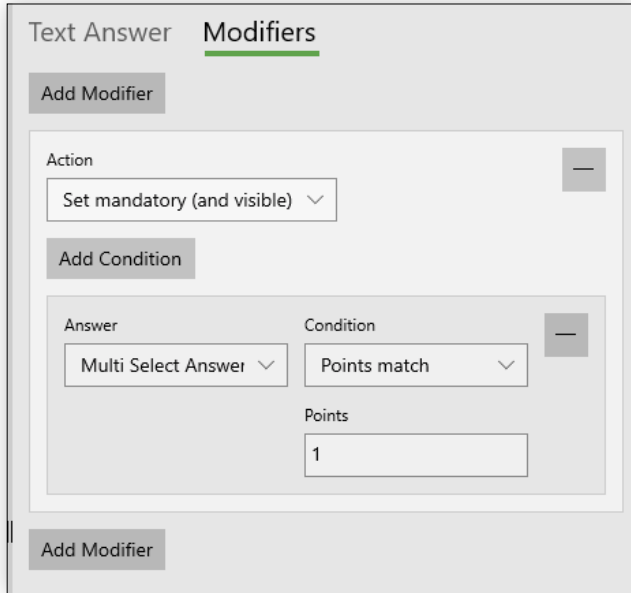
4. Example 4

This is a text element.

Option 1 Option 2

📄

Assess...



Text Answer Modifiers

Add Modifier

Action

Set mandatory (and visible) ▾

Add Condition

Answer Condition

Multi Select Answer ▾ Points match ▾

Points

1

Add Modifier

Modifiers allow you to make your form dynamic and change answer properties depending on user input.

For example:

A low score might require an additional explanation and therefore requires an optional text answer to be made mandatory.

The modifiers are defined on the element which properties you want to be influenced

Each *Modifier* defines an *Action* to change a property. The following *Actions* exist:

Mandatory (and therefore visible), *Optional*, *Visible*, *Hidden* (and therefore Optional).

Conditions define what state needs to trigger the *Action*. A *Condition* requires an other *Answer* as input. Only other *Answers* within the same *Question* are available.

The condition possibilities are defined in the [Modifiers - Conditions](#) section of this document.

NOTE: The effect of modifiers is only visible in Valuatic Touch

Forms - Modifiers - Conditions

The screenshot shows a configuration panel for a condition. At the top, under the 'Action' section, there is a dropdown menu set to 'Set optional' and a minus sign icon. Below this is a button labeled 'Add Condition'. The main configuration area is divided into two columns: 'Answer' and 'Condition'. The 'Answer' column has a dropdown menu set to 'Multi Select Answer : Duration - Dev'. The 'Condition' column has a dropdown menu set to 'Is answered' and a minus sign icon.

Is Answered will trigger the action as soon as the other answer has received an input from the user.

The screenshot shows a configuration panel for a condition. At the top, under the 'Action' section, there is a dropdown menu set to 'Set visible' and a minus sign icon. Below this is a button labeled 'Add Condition'. The main configuration area is divided into two columns: 'Answer' and 'Condition'. The 'Answer' column has a dropdown menu set to 'Multi Select Answer : Duration - Dev'. The 'Condition' column has a dropdown menu set to 'Is not answered' and a minus sign icon.

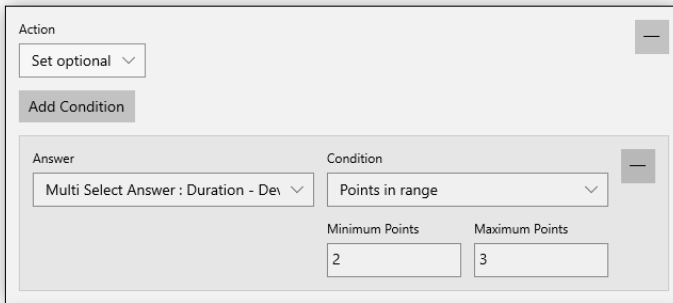
Is Not Answered will trigger if an answer has not yet been given or has been removed.

This condition applies to all answer types.

The screenshot shows a configuration panel for a condition. At the top, under the 'Action' section, there is a dropdown menu set to 'Set optional' and a minus sign icon. Below this is a button labeled 'Add Condition'. The main configuration area is divided into two columns: 'Answer' and 'Condition'. The 'Answer' column has a dropdown menu set to 'Multi Select Answer : Duration - Dev'. The 'Condition' column has a dropdown menu set to 'Points match' and a minus sign icon. Below the 'Condition' dropdown, there is a 'Points' label and a text input field containing the number '2'.

Points Match will trigger, when the sum of all option values of the answer match the defined points

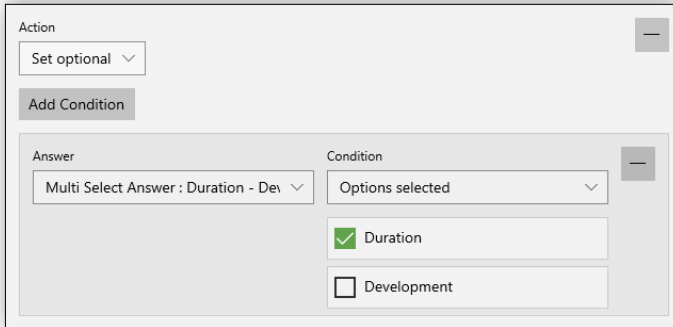
This condition only applies to single and multi select answers.



The screenshot shows a configuration panel for a condition. At the top, there is an 'Action' dropdown menu set to 'Set optional' and a minus sign button. Below it is an 'Add Condition' button. The main configuration area is divided into 'Answer' and 'Condition' sections. The 'Answer' section has a dropdown menu set to 'Multi Select Answer : Duration - Dev'. The 'Condition' section has a dropdown menu set to 'Points in range'. Below the 'Condition' dropdown are two input fields: 'Minimum Points' with the value '2' and 'Maximum Points' with the value '3'. A minus sign button is located to the right of the 'Condition' dropdown.

Points in Range will trigger, when the sum of all option values of the answer is at least the minimum and not more than the maximum points.

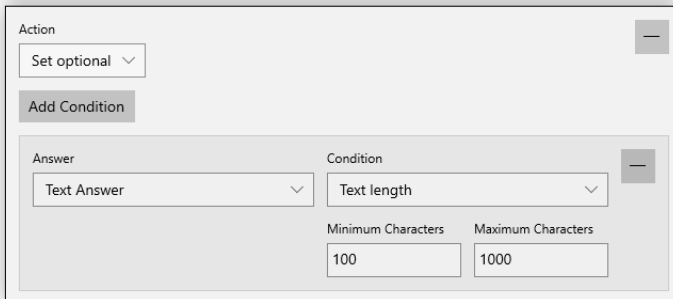
This condition only applies to single and multi select answers.



The screenshot shows a configuration panel for a condition. At the top, there is an 'Action' dropdown menu set to 'Set optional' and a minus sign button. Below it is an 'Add Condition' button. The main configuration area is divided into 'Answer' and 'Condition' sections. The 'Answer' section has a dropdown menu set to 'Multi Select Answer : Duration - Dev'. The 'Condition' section has a dropdown menu set to 'Options selected'. Below the 'Condition' dropdown are two checkboxes: 'Duration' (checked) and 'Development' (unchecked). A minus sign button is located to the right of the 'Condition' dropdown.

Options Selected will trigger, when all of the selected answers matches exactly the configured options.

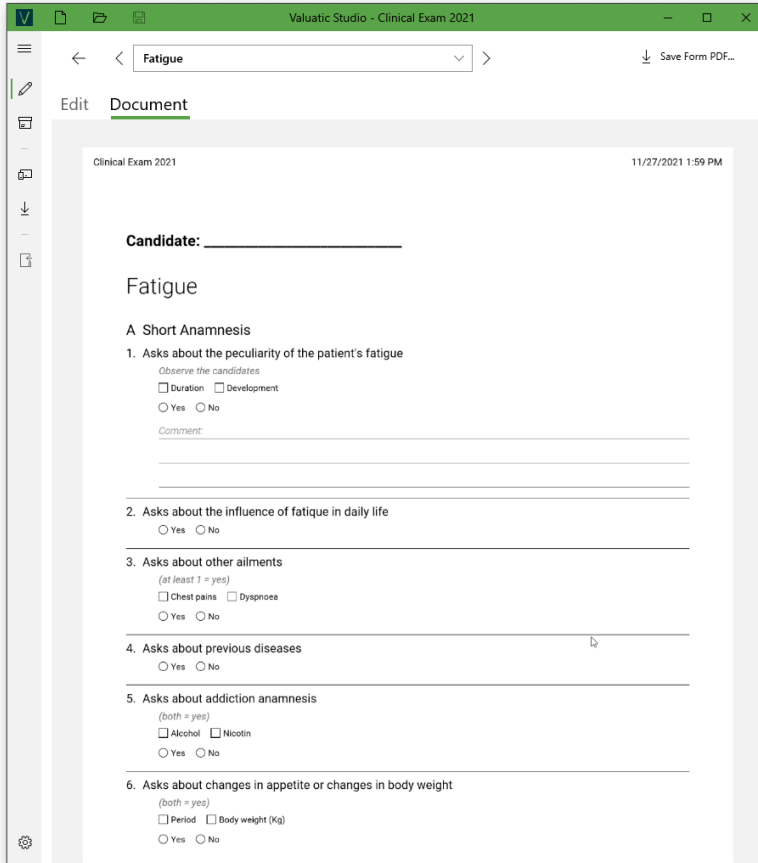
This condition only applies to single and multi select answers.



The screenshot shows a configuration panel for a condition. At the top, there is an 'Action' dropdown menu set to 'Set optional' and a minus sign button. Below it is an 'Add Condition' button. The main configuration area is divided into 'Answer' and 'Condition' sections. The 'Answer' section has a dropdown menu set to 'Text Answer'. The 'Condition' section has a dropdown menu set to 'Text length'. Below the 'Condition' dropdown are two input fields: 'Minimum Characters' with the value '100' and 'Maximum Characters' with the value '1000'. A minus sign button is located to the right of the 'Condition' dropdown.

Text Length will trigger, when the length of the text matches at least the minimum and not more than the maximum defined character count.

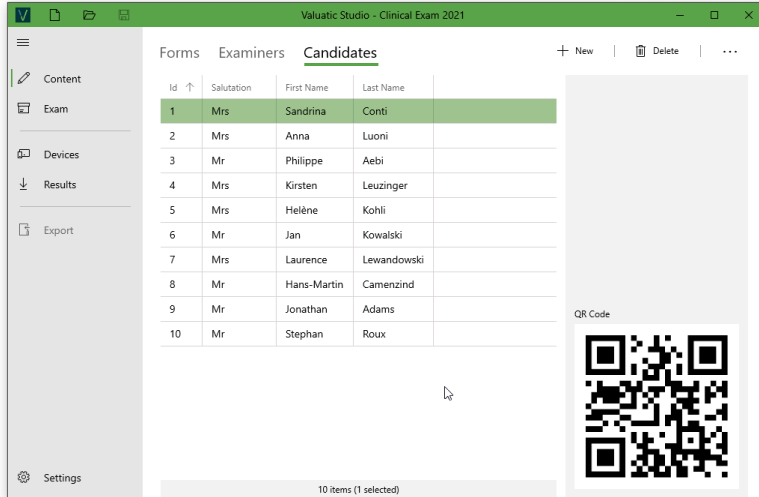
This condition only applies to text answers.



In the Document area, you can see a preview of the PDF document of the form and can save the document.

The PDF document of a form can be used for paper evaluations or backup of an online or offline evaluation.


You can zoom inside the document using CTRL + and CTRL - to zoom in or out.



The screenshot shows the Valuatic Studio interface for 'Clinical Exam 2021'. The 'Candidates' tab is active, displaying a table with 10 rows. The first row is selected. To the right of the table, a QR code is generated for the selected candidate. The interface includes a sidebar with navigation options: Content, Exam, Devices, Results, Export, and Settings.

Id	Salutation	First Name	Last Name
1	Mrs	Sandrina	Conti
2	Mrs	Anna	Luoni
3	Mr	Philippe	Aebi
4	Mrs	Kirsten	Leuzinger
5	Mrs	Helène	Kohli
6	Mr	Jan	Kowalski
7	Mrs	Laurence	Lewandowski
8	Mr	Hans-Martin	Camenzind
9	Mr	Jonathan	Adams
10	Mr	Stephan	Roux

QR Code

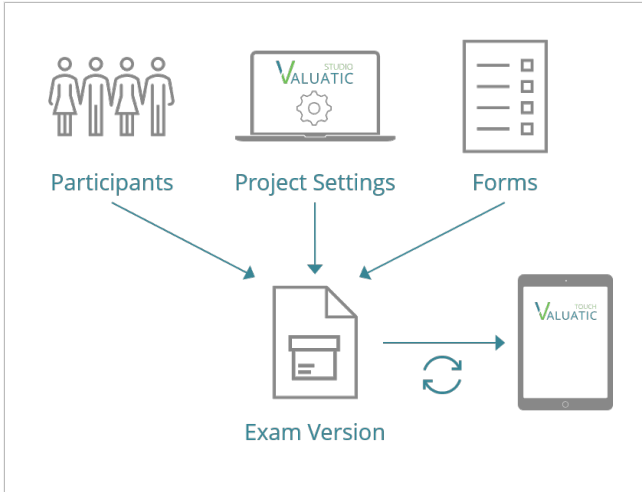


Participants are the *Examiners* and *Candidates* involved in the evaluation.

Both areas, *Examiners* and *Candidates*, are identical in function.

In the extended action dropdown you'll find functionality for importing CSV files as well as saving of QR-Codes in various formats.

The optional *Id* can be used to create a custom identifier which you might want to use for Barcode or QR-Code scanning of the form on Valuatic Touch. (Code39, Code128 and QR-Code are supported)

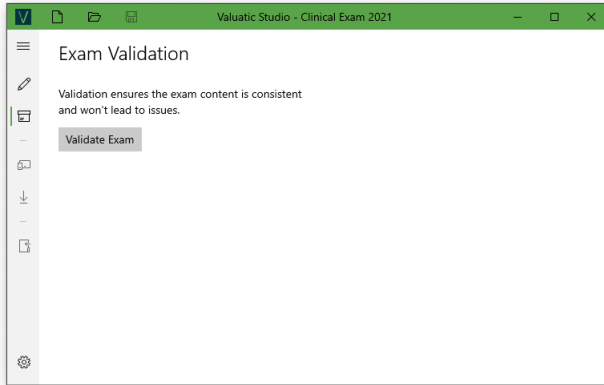


The Exam section is for the creation of an exam version which can be distributed to devices.

The settings, participants and forms are packaged into a single document which reflects the exact state of the content at the time of creation.

When you change content, a new exam version has to be created.

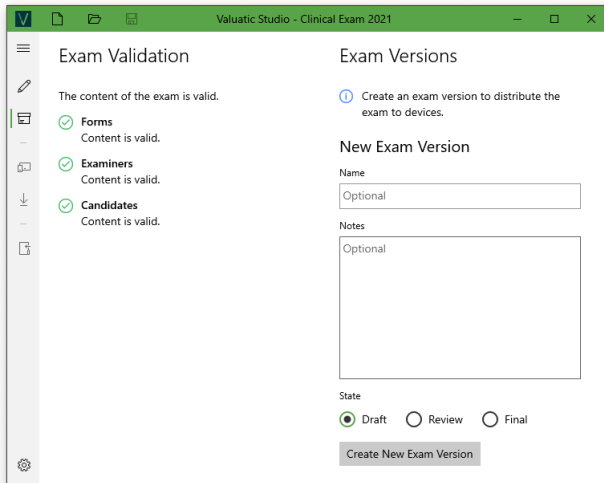
Valuatic will track the versions in order to know if a device needs to be updated to a newer version or not.



Before you can create an *Exam Version*, the content of your project needs to be validated.

The validation will check participants for lack of data or duplicate entries, it will also check your forms for invalid content and inconsistencies and proper configuration of the project.

The validation may result in warnings or errors. While warnings will allow you to create an exam version, errors are not. Errors must be rectified in order to be able to create an exam version.



When everything succeeds, a new version can be created using the displayed interface.

Exam - Version

Exam Versions

i Create an exam version to distribute the exam to devices.

New Exam Version

Name
Optional

Notes
Optional

State
 Draft
 Review
 Final

Create New Exam Version

Exam Versions

✓ The current version is up to date.

New Exam Version

Name
Optional

Notes
Optional

State
 Draft
 Review
 Final

i Only forms marked as final (7 of 7) will be included in a final exam version.

Create New Exam Version

Current Exam Version

Clinical Exam 2021 (v1) - Draft
 Created: 11/29/2021 9:36 AM
 State: Draft
 Exam: Clinical Exam 2021

Valuatic Studio - Clinical Exam 2021 (v2) - Final

Exam Validation

🔒 The exam is locked and no changes to its content can be made because the exam version is final.
 Unlock the exam to modify its content.

Unlock Exam Version

Exam Versions

✓ The current version is up to date.

Current Exam Version

Clinical Exam 2021 (v2) - Final
 Created: 11/29/2021 9:41 AM
 State: Final
 Exam: Clinical Exam 2021

Previous Exam Versions

- Version 1
 - Created: 11/29/2021 9:36 AM
 - State: Draft
 - Exam: Clinical Exam 2021

When creating a new *Exam Version*, you can optionally give a *Name* for the version and add *Notes* and information about the exam version.

The version *Notes* will be shown on Valuatic Touch in an info as long as the version state is not final. It can be used to notify testers of what has changed or should be tested.

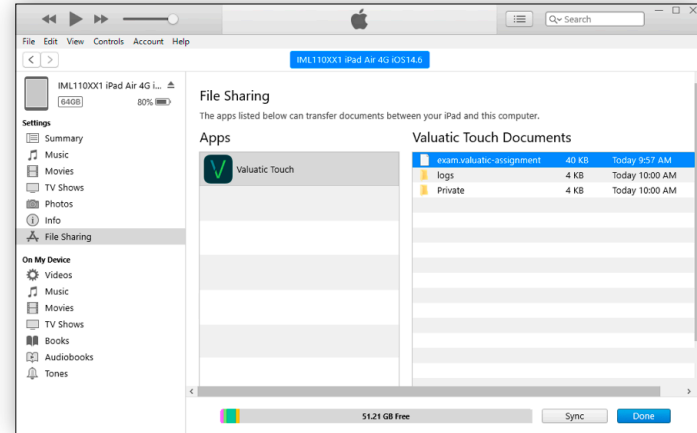
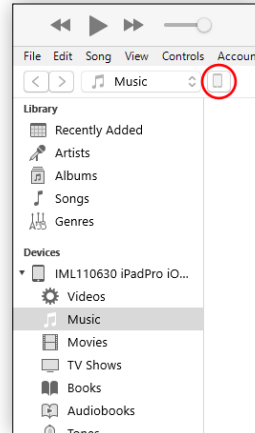
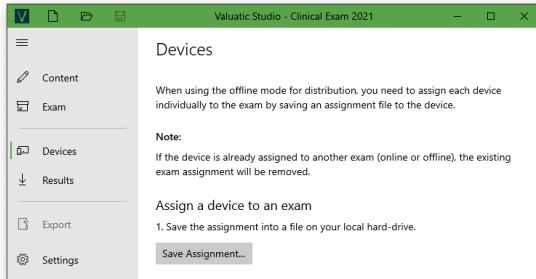
The *State* is for workflow purposes as well as to keep track of the creation process.

NOTE: When creating a final version of the exam, only forms with the *Final Content State* will be included.

When you have created a *Final Exam Version*, the content of your project will be locked and no modifications to the project can be made. This is to ensure, the content (which you can still see, import, export etc.) is reflecting what the users have on their device.

NOTE: If you still need to make changes, you have to *Unlock* the exam again.

≡ Devices - Distribution - Offline

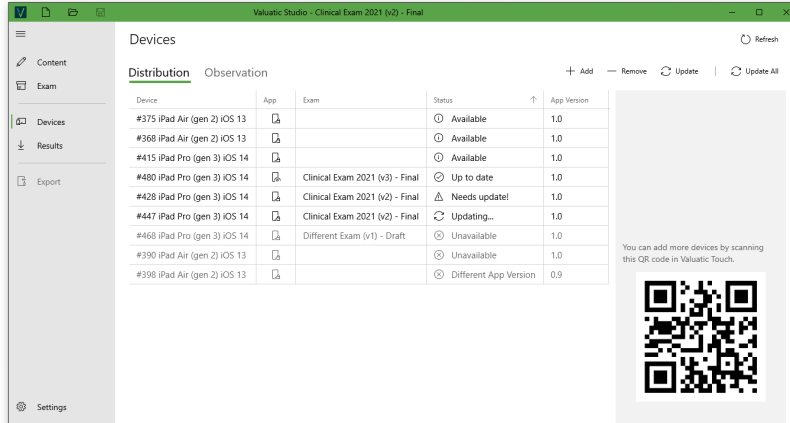


The *Devices* section allows you to save an “assignment” file.

This file contains the exam and all its dependencies. You can put this file on as many Valuatic Touch devices as you need.

To put the assignment file onto the device, connect it using a cable to your computer. Open iTunes and go into the details of the device. In the *File Sharing* section select Valuatic Touch and add the assignment file in the documents section.

NOTE: You must have iTunes installed on your PC to be able to copy the exam files to and from an iPad.



Once a device is listed, you can *Add* it to your exam if it is not already assigned.

When you remove a device from the exam, the device will still stay connected to the server and can also be used by a different exam project.

The *App* column shows if Valuatic Touch is open or closed on the device.

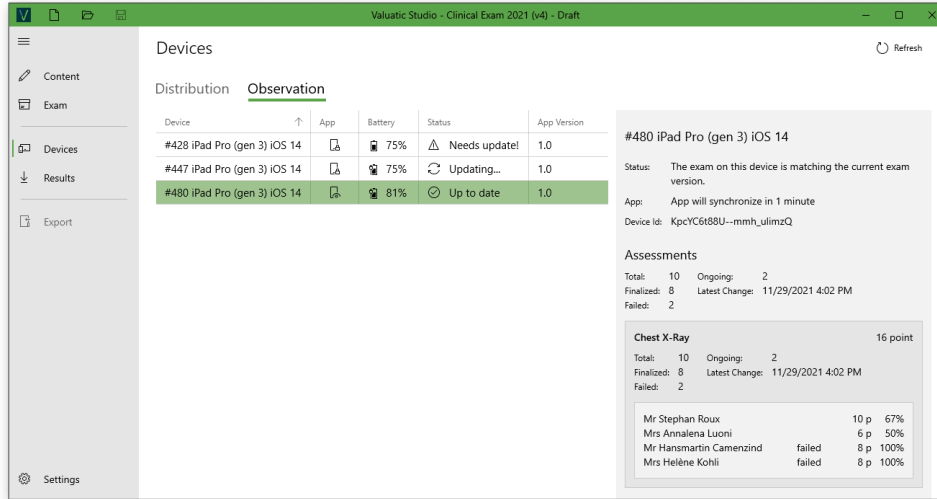
The *Status* of a device lets you know what you can do with the device.

- *Available*: The device can be added to the exam.
- *Unavailable*: The device it is either already in use by another exam, is not connected to the server anymore or runs a different version of Valuatic.
- *Up to Date*: The exam version on the device matches the current version of the project.
- *Needs Update*: Indicates the exam version on the device is out-dated.
- *Updating*: An update has been sent to the device but has not yet been processed by the device.

In the *Distribution* area of the *Devices* section, you can see a list of all devices connected to the server configured in your project.

You can add more devices to the server by scanning the QR-Code in Valuatic Touch or manually adding the credential file provided in the exam settings.

The device list will refresh automatically every minute, but you can manually *Refresh* the device list as well.



With the *Observation* area in the *Device* section you can observe the progress of the evaluation of each device.

The device list will refresh automatically every minute, but you can manually *Refresh* the device list as well.

The *Battery* column shows the battery state in percentage and whether it is charging or not.

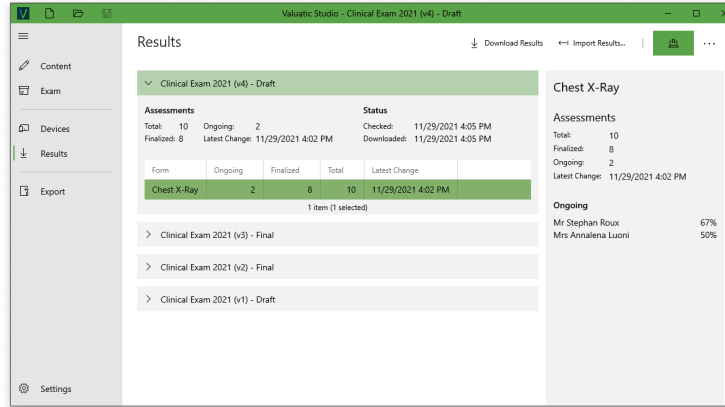
Details about the *Status* column can be found in the [Online Distribution](#) section of this document.

The detail panel of a device shows a summary of all assessments on the device.

More details about each form is available showing the candidates being evaluated with it. If an assessment is finalized, no more details about that specific assessment is shown.

If a form has passing points defined, the details will include how many and who has *failed* the evaluation.

Results - Download



The *Results* section allows the download and import of results.

A list of all the exam versions is presented. All actions you perform will only affect the currently selected version.

When you *Download* the results, only results that are newer than the already downloaded ones will be fetched. If you want to download all results regardless, you can deactivate the differential download with the green toggle in the action bar.

Downloading all results will check for any results on the server for the exam version, regardless if a device has been removed from the exam.

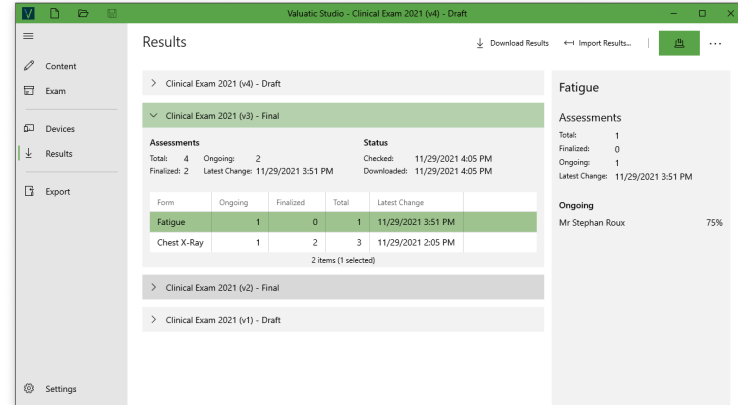
You can download the results at any point during an evaluation, but be aware that collecting all the results might slow down the server if you have a large exam.

Selecting a form entry inside the results will open a detail panel. It contains a summary of all the assessments made with this form.

≡ Results - Import

Name	Date modified	Type	Size
Clinical Exam 2021 v2 - LcQq7XoHNkCFbMOG4Dj1w	11/29/2021 11:53 AM	File folder	
Clinical Exam 2021 v3 - LcQq7XoHNkCFbMOG4Dj1w	11/29/2021 3:50 PM	File folder	
Clinical Exam 2021 v4 - LcQq7XoHNkCFbMOG4Dj1w	11/29/2021 3:54 PM	File folder	
logs	11/29/2021 3:59 PM	File folder	
Private	11/29/2021 11:49 AM	File folder	
Clinical Exam 2021 v4.valuatic-assignment	11/29/2021 3:53 PM	VALUATIC-ASSIGN...	26 KB

Name	Date modified	Type	Size
Chest X-Ray - j3q6XQq2Q0a_2fSQ2d9yag.valuatic-result	11/29/2021 3:51 PM	VALUATIC-RESULT...	9 KB
Fatigue - GUcmOTbOwkayA1W51xU2iQ.valuatic-result	11/29/2021 3:51 PM	VALUATIC-RESULT...	10 KB
info.valuatic-result-inventory-cache	11/29/2021 3:51 PM	VALUATIC-RESULT...	2 KB
inventory.valuatic-results-inventory	11/29/2021 3:51 PM	VALUATIC-RESULT...	3 KB
sync-inventory.valuatic-results-inventory	11/29/2021 3:51 PM	VALUATIC-RESULT...	3 KB



Results

Clinical Exam 2021 (v4) - Draft

Clinical Exam 2021 (v3) - Final

Assessments	Status
Total: 4	Ongoing: 2
Finalized: 2	Checked: 11/29/2021 4:05 PM
	Downloaded: 11/29/2021 4:05 PM

Form	Ongoing	Finalized	Total	Latest Change
Fatigue	1	0	1	11/29/2021 3:51 PM
Chest X-Ray	1	2	3	11/29/2021 2:05 PM

2 items (1 selected)

Clinical Exam 2021 (v2) - Final

Clinical Exam 2021 (v1) - Draft

Fatigue

Assessments

Total: 1
Finalized: 0
Ongoing: 1
Latest Change: 11/29/2021 3:51 PM

Ongoing

Mr Stephan Roux 75%

In the *Results* section, you can also import results stored on a device.

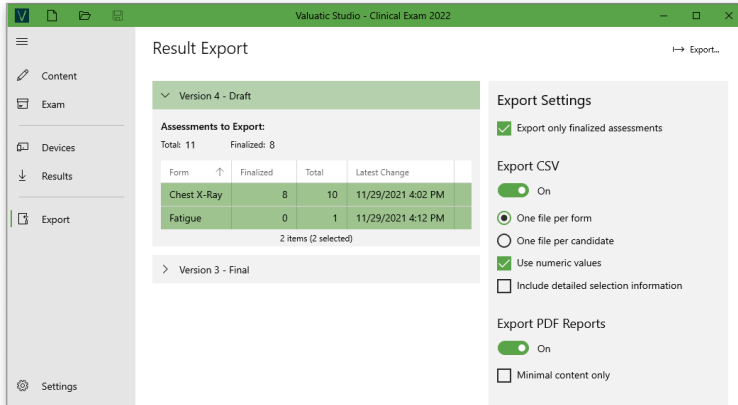
Connect the device as explained in the [Offline Distribution](#) section of this document.

The device will have a folder for each exam version the device has results for. Store the folder to your hard-drive. Inside you will find files beginning with the names of forms and are of type "Valuatic Result".

In the *Import* dialog, select the result file you would like to import.

The results will then appear in the result list.

You can combine importing and downloading of results. This allows you, for example, to gather results even if the network infrastructure failed.



You can export the results in one file per form or one file per candidate. When results are exported per candidate, results for all forms are included in consecutive order.

Use Numeric Values influences how certain data is formatted in the CSV file.

Including detailed selection info will include statistics for all options configured in answers of a form.

The *PDF Reports* contain the assessment results for the selected forms one PDF for each candidate.

Minimal content only will reduce the PDF to only contain sections, question and answers and try to generate as few pages as possible.

The *Export* section allows you to export the results to CSV files.

All available results grouped by exam version are shown. The *Export* action only applies to the exam version and forms selected.

In the detail panel you can configure the export.

Export Only Finalized Assessments will exclude assessments not having been finalized.

≡ Export CSV

The resulting structure follows always the same pattern. A record starts with the details about the device, exam, form, examiner, candidate.

Assessment Id	Device	Exam	Form Id	Form Name	Examiner Id	Examiner Last Name	Examiner First Name	Candidate Id	Candidate Last Name	Candidate First Name
Om8JEUMcFke8_sqaR2j7ng	#480 iPad Pro (gen 3) iOS 14	Clinical Exam 2021 (v4) - Final	F1	Fatigue	2	Tyler	Stephen	9	Adams	Jonathan

After that, the record contains information about the assessment:

Numeric values on

Date Modified	Date Finalized	Finalized	Progress	Maximum Score	Passing Score	Achieved Score	Passed
11/29/2021 4:12 PM	11/29/2021 4:12 PM	1	100.00%	48	40	42	1

Numeric values off

Date Modified	Date Finalized	Finalized	Progress	Maximum Score	Passing Score	Achieved Score	Passed
11/29/2021 4:12 PM	11/29/2021 4:12 PM	Yes	100.00%	48	40	42	Yes

And then the content of each answer element follows:

A-1_answer-1	A-1_answer-1_selection	A-1_answer-2	A-1_answer-2_selection	A-1_answer-3	A-2_answer-1
--------------	------------------------	--------------	------------------------	--------------	--------------

The order of answers inside a question is the same as in the form definition.

The columns are named beginning with the question index (A-1, A-3-a etc.), followed by an answer indicator (answer-1, answer-2 etc.).

This first column for an answer contains the sum of all options in case of a single- or multi select answer, or the text content in case of a text answer.

Every single- or multi select answer also provides a second column identifying the selected options. The representation differs depending of the numeric export setting chosen.

§ A Short Anamnesis

? 1. Asks about the peculiarity of the patient's...

☰ Observe the candidates

✓ Multi Select Answer : Duration - Development

● Single Select Answer : Yes - No

Ⓐ Text Answer

A Short Anamnesis

1. Asks about the peculiarity of the patient's fatigue

Observe the candidates

✓ Duration ✓ Development

📄 Yes

Numeric values on

A-1_answer-1	A-1_answer-1_selection	A-1_answer-2	A-1_answer-2_selection	A-1_answer-3	A-2_answer-1
2	option-1, option-2	2	option-1	Demo text for question 1	2

Numeric values off

A-1_answer-1	A-1_answer-1_selection	A-1_answer-2	A-1_answer-2_selection	A-1_answer-3	A-2_answer-1
2	Duration, Development	2	Yes	Demo text for question 1	2

Above you see an example of a question A 1. The multi select answer has Duration and Development selected. This results in two points. The selection contains either the keys of the options (numeric on) or the labels of the options (numeric off).

The second answer has Yes selected (note, this option is configured to give two point).

The third answer is a text answer, hence there is no column for the selection.

VALUATIC

Exam: Clinical Exam 2022 Exam Date: 3/7/2022

Candidate Report
Mrs Sandrina Conti

Overview
Fatigue - HUM75F
Pain in right leg - HUM38PL

Candidate: Mrs Sandrina Conti

VALUATIC

Exam: Clinical Exam 2022 Exam Date: 3/7/2022

Fatigue

A Short Anamnesis

1. Asks about the peculiarity of the patient's fatigue

Observe the cardiology

Duration Development

Yes No

Comment:
Nostrud ex qui lorem consequat do sed do aute lorem

2. Asks about the influence of fatigue in daily life

Yes No

3. Asks about other ailments

(at least 1 = yes)

Chest pains Dyspnea

Yes No

4. Asks about previous diseases

Yes No

5. Asks about addiction anamnesis

(both = yes)

Alcohol Nicotin

Yes No

6. Asks about changes in appetite or changes in body weight

(both = yes)

Food Body weight (kg)

Yes No

7. Asks about pyrexia, night sweat, infections

(at least 2 = yes, 1 = partially)

Infection Night Sweat Fever

Yes Partially No

8. Asks about NSAID's medicaments

Yes No

Candidate: Mrs Sandrina Conti Fatigue Examiner: Prof. Thierry Maillard

VALUATIC

Exam: Clinical Exam 2022 Exam Date: 3/7/2022

Fatigue

A Short Anamnesis

1. Asks about the peculiarity of the patient's fatigue

Duration Development

Yes No

Comment:
Nostrud ex qui lorem consequat do sed do aute lorem

2. Asks about the influence of fatigue in daily life

Yes No

3. Asks about other ailments

Chest pains Dyspnea

Yes No

4. Asks about previous diseases

Yes No

5. Asks about addiction anamnesis

Alcohol Nicotin

Yes No

6. Asks about changes in appetite or changes in body weight

Food Body weight (kg)

Yes No

7. Asks about pyrexia, night sweat, infections

Infection Night Sweat Fever

Yes Partially No

8. Asks about NSAID's medicaments

Yes No

B Overall impression of anamnesis

1. Overall impression of anamnesis

Very good Good Sufficient Insufficient Poor

C Summary

1. Summary of the postulated anamnesis was sufficient

Yes No

Candidate: Mrs Sandrina Conti Fatigue Examiner: Prof. Thierry Maillard

The report pdf starts with a cover page listing all forms the pdf contains results for.

For each of forms the complete content is shown as it does in the form pdf document.

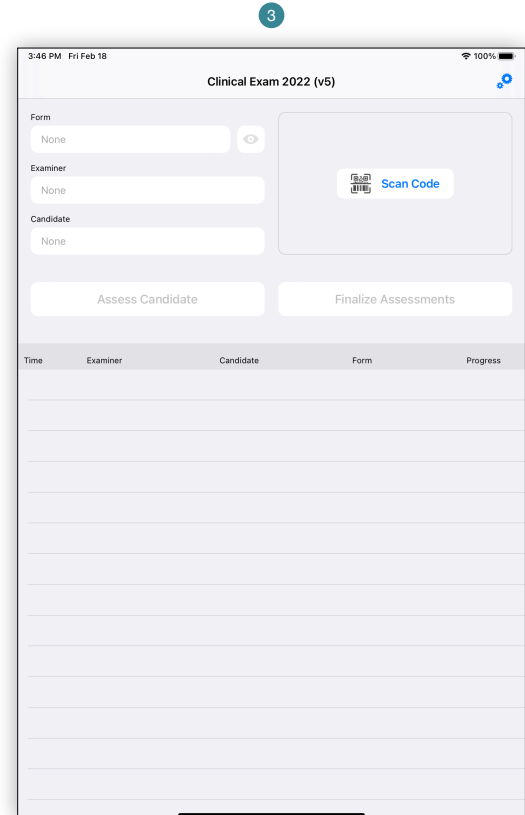
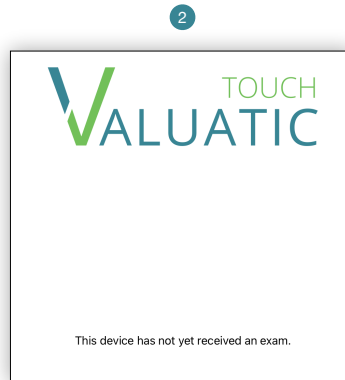
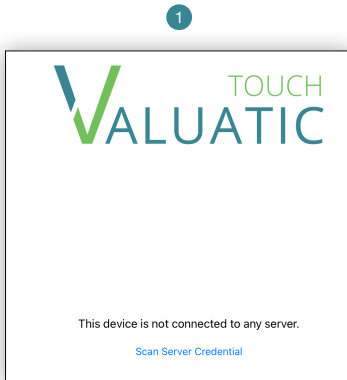
If *Minimal content only* is selected, manual page breaks are ignored as well as all text elements. Only section-, question- and answer-elements are rendered to the pdf.

Overview - Home Screen

Valuatic Touch's first screen changes depending on the configuration.

1. There is no exam configured and the device does not have an exam.
2. The server is configured but there is no exam yet.
3. The device has an exam. A server may or may not be configured.

All home screens have a *gear button* leading to the admin screen.

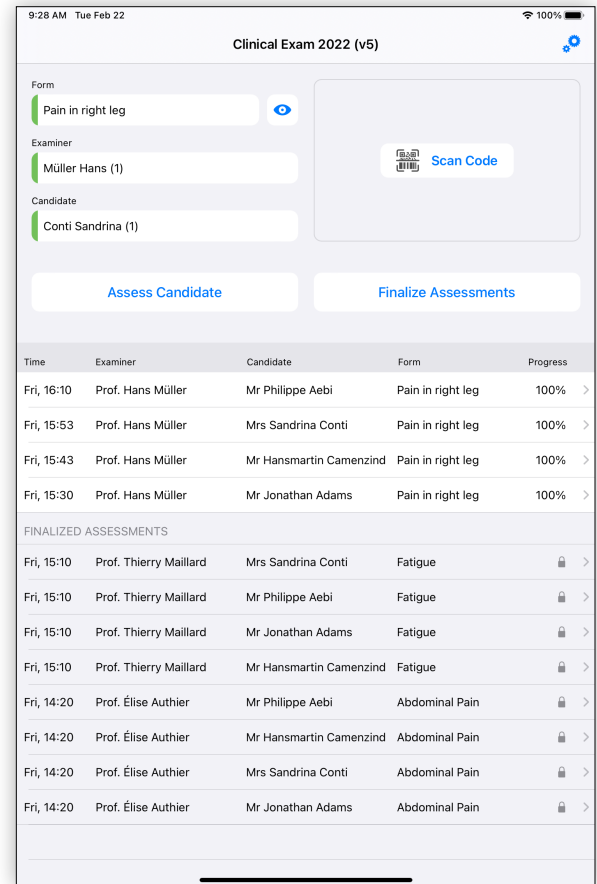
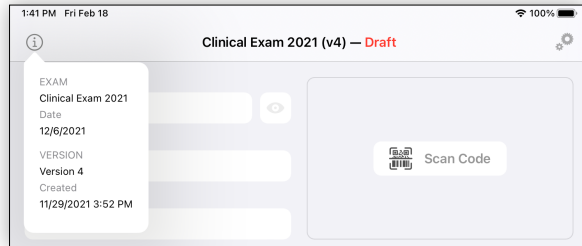


≡ Evaluation - Home - Main Screen

When Valuatic Touch has an exam, you will see this screen. Here, you can create new assessments and see previous assessments made on this device.

The top bar title shows the *exam name* followed by the *exam version* in parentheses.

When the exam is not in a final state, two additional elements are visible. The title shows the state in red and an *info icon* on the top left is shown. Tap on it to display the exam information.



≡ Evaluation - Home - Assessment Creation

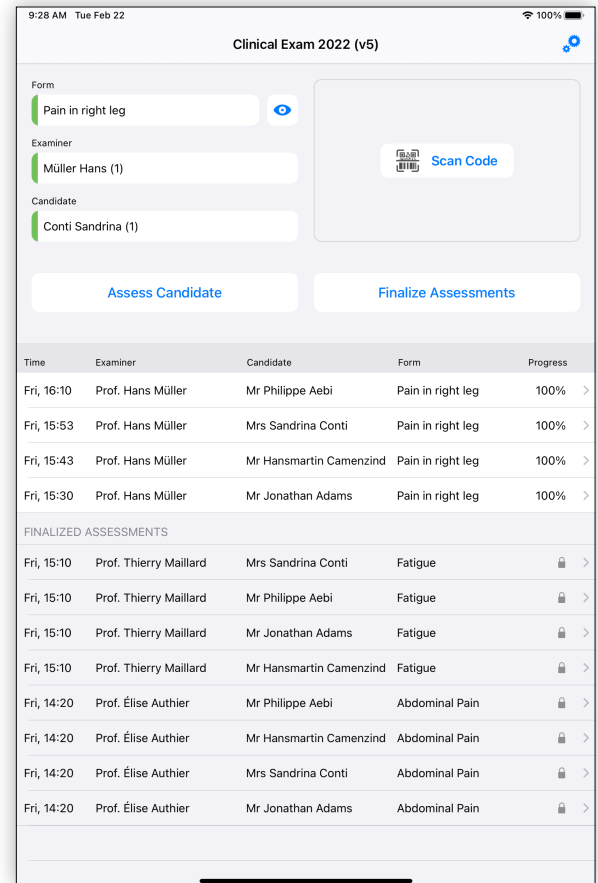
To create an assessment, pick a *candidate*, a *form* and an *examiner*.

The selection of forms, examiners and candidates may be done either manually by tapping on the field or by tapping on *Scan Code* and then scanning a QR code or barcode. See the [participant](#) or [form](#) section for more information.

The exam settings might disallow the scanning of code or the manual selection for each of the fields independently. If the code scanning is disabled for all, the scanning area is not shown.

A tap on the *eye* button opens the selected form in *preview mode*, allowing to get familiar with a form without creating an assessment.

Once the 3 fields are filled out, tap on *Assess Candidate* to start the assessment.



The screenshot shows the 'Clinical Exam 2022 (v5)' app interface. At the top, the status bar shows 9:28 AM, Tue Feb 22, and 100% battery. The app title is 'Clinical Exam 2022 (v5)'. Below the title, there are three input fields: 'Form' (Pain in right leg), 'Examiner' (Müller Hans (1)), and 'Candidate' (Conti Sandrina (1)). To the right of these fields is a 'Scan Code' button with a QR code icon. Below the input fields are two buttons: 'Assess Candidate' and 'Finalize Assessments'. Below these buttons is a table of assessments.

Time	Examiner	Candidate	Form	Progress
Fri, 16:10	Prof. Hans Müller	Mr Philippe Aebi	Pain in right leg	100% >
Fri, 15:53	Prof. Hans Müller	Mrs Sandrina Conti	Pain in right leg	100% >
Fri, 15:43	Prof. Hans Müller	Mr Hansmartin Camenzind	Pain in right leg	100% >
Fri, 15:30	Prof. Hans Müller	Mr Jonathan Adams	Pain in right leg	100% >
FINALIZED ASSESSMENTS				
Fri, 15:10	Prof. Thierry Maillard	Mrs Sandrina Conti	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Philippe Aebi	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Jonathan Adams	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Hansmartin Camenzind	Fatigue	🔒 >
Fri, 14:20	Prof. Élise Authier	Mr Philippe Aebi	Abdominal Pain	🔒 >
Fri, 14:20	Prof. Élise Authier	Mr Hansmartin Camenzind	Abdominal Pain	🔒 >
Fri, 14:20	Prof. Élise Authier	Mrs Sandrina Conti	Abdominal Pain	🔒 >
Fri, 14:20	Prof. Élise Authier	Mr Jonathan Adams	Abdominal Pain	🔒 >

≡ Evaluation - Home - Picker

The picker allows to choose a form, candidate or examiner to use for an assessment.

The pickers for examiner and candidate are the same. Each person is listed with last name, then first name. In the parenthesis is the personal ID. The list is ordered by last name.

With the search bar on top, you can search a person either by the personal ID or by name.

The form picker shows the form's name on the left and the case number on the right, if any.

You can search a form based by name, case number or ID.

Candidates		Cancel
Q		
A		
Adams Jonathan	(9)	
Aebi Philippe	(3)	
C		
Camenzind Hans-Martin	(8)	
Conti Sandrina	(1)	
K		
Kohli Helène	(5)	
Kowalski Jan	(6)	
L		
Leuzinger Kirsten	(4)	

Forms		Cancel
Q		
Abdominal Pain	— HUM12AP	
Cardiovascular Examination	— HUM84CE	
Chest X-Ray	— HUM64CX	
Fatigue	— HUM75F	
Gastrointestinal History Taking	— HUM3GHT	
Pain in right leg	— HUM38PL	
Patient with Chronic Illness	— HUM77CO	

≡ Evaluation - Home - Assessment List

In the lower part of the screen a table shows all assessments, split in 2 groups: on top the ones in progress or not yet finalized and on the bottom the ones finalized.

When an assessment is finalized, it cannot be modified. Depending on the exam settings it still can be reopened, which is indicated by the presence of the little arrow on the right side of a row.

The *Finalize Assessments* button finalizes all *assessments* which are fully filled out.

Assess Candidate		Finalize Assessments		
Time	Examiner	Candidate	Form	Progress
Fri, 16:10	Prof. Hans Müller	Mr Philippe Aebi	Pain in right leg	100% >
Fri, 15:53	Prof. Hans Müller	Mrs Sandrina Conti	Pain in right leg	100% >
Fri, 15:43	Prof. Hans Müller	Mr Hansmartin Camenzind	Pain in right leg	100% >
Fri, 15:30	Prof. Hans Müller	Mr Jonathan Adams	Pain in right leg	100% >
FINALIZED ASSESSMENTS				
Fri, 15:10	Prof. Thierry Maillard	Mrs Sandrina Conti	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Philippe Aebi	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Jonathan Adams	Fatigue	🔒 >
Fri, 15:10	Prof. Thierry Maillard	Mr Hansmartin Camenzind	Fatigue	🔒 >
Fri, 14:20	Prof. Élise Authier	Mr Philippe Aebi	Abdominal Pain	🔒 >
Fri, 14:20	Prof. Élise Authier	Mr Hansmartin Camenzind	Abdominal Pain	🔒 >

Depending on the exam settings and the form, the assessment pass/fail outcome may be shown.

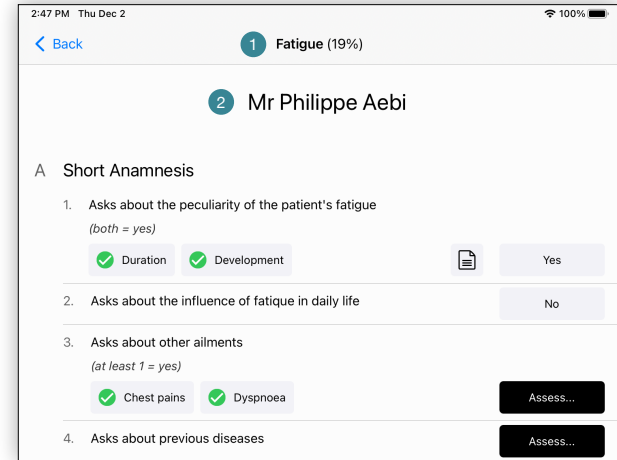
Time	Examiner	Candidate	Form	Progress
Fri, 16:10	Prof. Hans Müller	Mr Philippe Aebi	Pain in right leg	100% Passed >
Fri, 15:53	Prof. Hans Müller	Mrs Sandrina Conti	Pain in right leg	100% Passed >
Fri, 15:43	Prof. Hans Müller	Mr Hansmartin Camenzind	Pain in right leg	100% Failed >
Fri, 15:30	Prof. Hans Müller	Mr Jonathan Adams	Pain in right leg	100% Passed >
FINALIZED ASSESSMENTS				
Fri, 15:10	Prof. Thierry Maillard	Mrs Sandrina Conti	Fatigue	🔒 Passed >
Fri, 15:10	Prof. Thierry Maillard	Mr Philippe Aebi	Fatigue	🔒 Failed >
Fri, 15:10	Prof. Thierry Maillard	Mr Jonathan Adams	Fatigue	🔒 Passed >

≡ Evaluation - Form

The evaluation screen displays the form to fill in.

1. Name of the form and progress in filling it.
2. Name of the evaluated candidate.
3. When all mandatory elements have been answered, the *Finalize Assessment* button appears, allowing to finalize only the current assessment.
4. Pass/Fail outcome for the current evaluation. It is shown depending on the exam settings, on the form, and if all non-text elements have been answered.

NOTE: Changes are automatically saved!



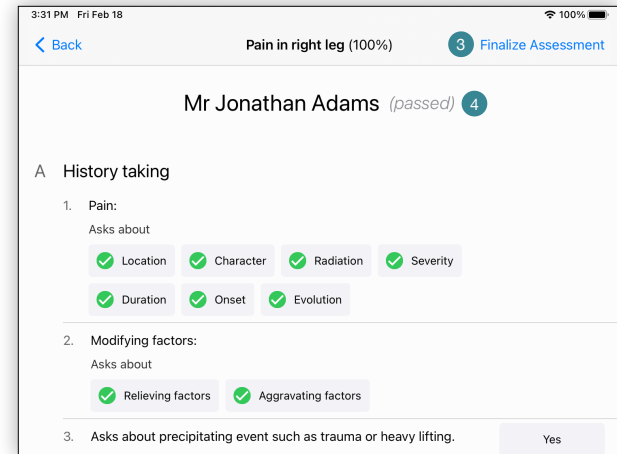
2:47 PM Thu Dec 2 100%

< Back 1 Fatigue (19%)

2 Mr Philippe Aebi

A Short Anamnesis

1. Asks about the peculiarity of the patient's fatigue
(both = yes)
 Duration Development Yes
2. Asks about the influence of fatigue in daily life No
3. Asks about other ailments
(at least 1 = yes)
 Chest pains Dyspnoea
4. Asks about previous diseases



3:31 PM Fri Feb 18 100%

< Back Pain in right leg (100%) 3 Finalize Assessment

Mr Jonathan Adams (passed) 4

A History taking

1. Pain:
Asks about
 Location Character Radiation Severity
 Duration Onset Evolution
2. Modifying factors:
Asks about
 Relieving factors Aggravating factors
3. Asks about precipitating event such as trauma or heavy lifting. Yes

☰ Evaluation - Form - Answers

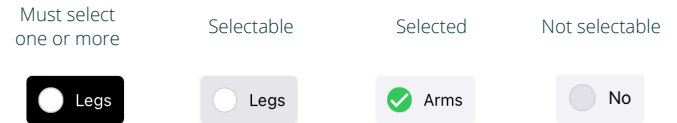
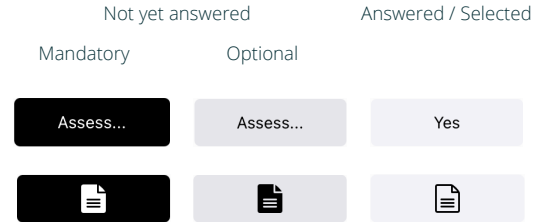
In a form, different color schemes are used for answer elements, depending if they are mandatory, optional, answered or selectable.

For *text answer* and *single select answer*:

- Mandatory not-yet answered elements are in black
- Optional elements are in medium grey
- Answered elements are in light grey

For *multi select answer*:

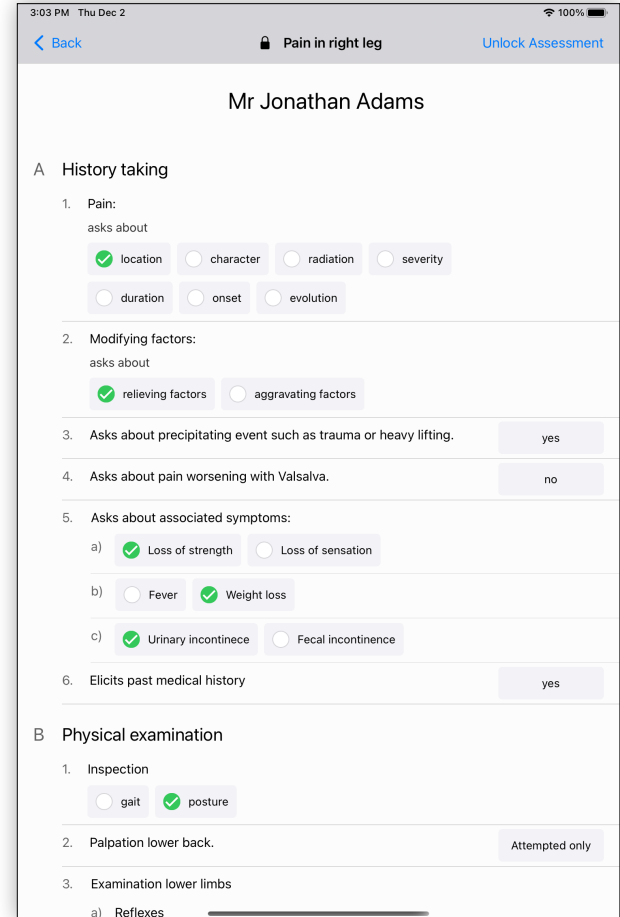
- Options in black indicate one or more options must be selected.
- Options in medium grey may be optionally selected. Those might be part of a mandatory multi select.
- Selected options appear in light grey have a checkmark.
- Options which cannot be selected are in light gray with a greyed out circle. This indicates that it is not possible to select additional options.



≡ Evaluation - Unlocking

In case a finalized assessment must be modified, it is possible to unlock, under the condition that it is allowed by the exam settings, which can be modified in the admin panel in the section exam settings.

To unlock an assessment, select it in the list of finalized assessment to open it. Then click on *Unlock Assessment*. If the button is not visible, this means the unlocking is not allowed.



3:03 PM Thu Dec 2 100%

< Back Pain in right leg Unlock Assessment

Mr Jonathan Adams

A History taking

1. Pain:
asks about

location character radiation severity

duration onset evolution

2. Modifying factors:
asks about

relieving factors aggravating factors

3. Asks about precipitating event such as trauma or heavy lifting. yes

4. Asks about pain worsening with Valsalva. no

5. Asks about associated symptoms:

a) Loss of strength Loss of sensation

b) Fever Weight loss

c) Urinary incontinence Fecal incontinence

6. Elicits past medical history yes

B Physical examination

1. Inspection

gait posture

2. Palpation lower back. Attempted only

3. Examination lower limbs

a) Reflexes

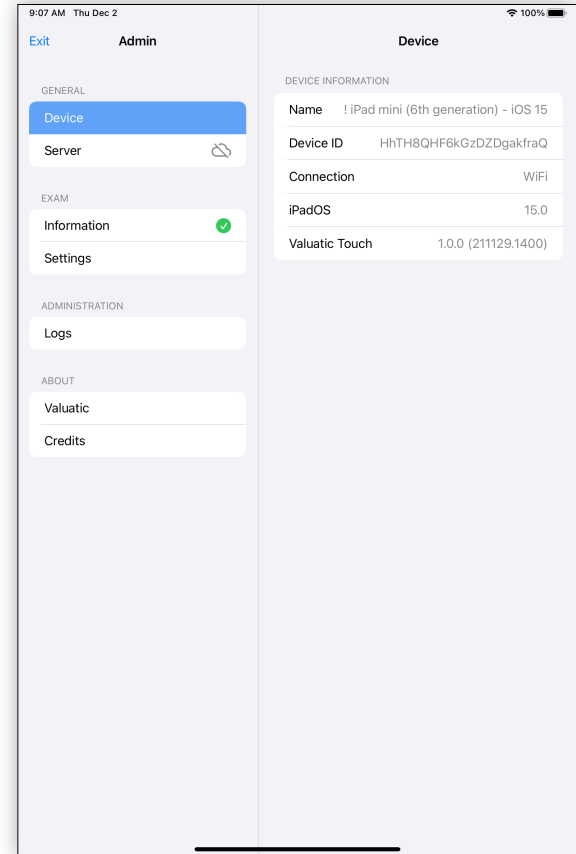
Admin - Overview

The admin screen is split in two parts:

The navigation menu on the left gives you a quick overview about the exam and server status.

On the right side are located the details of the selected menu entry.

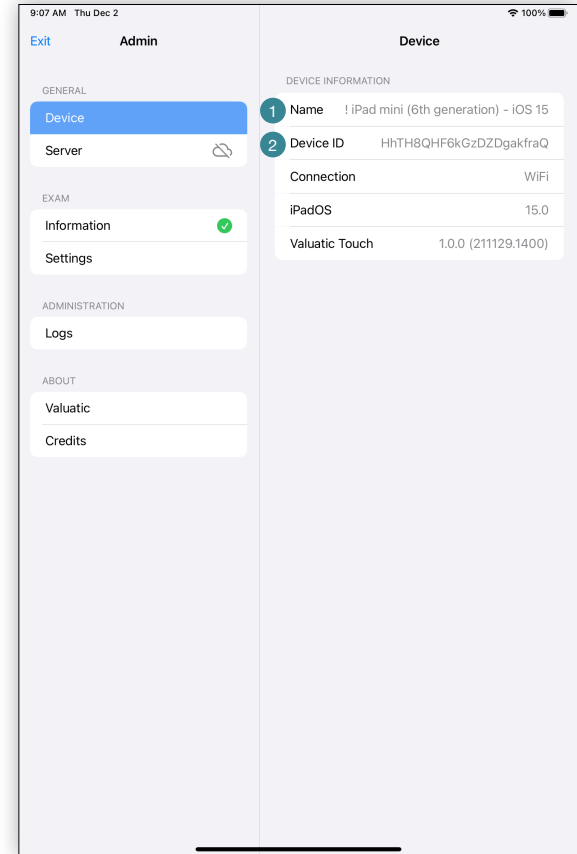
To close the admin screen, press on *Exit*.



≡ Admin - Device


When opening the admin screen, you will see the *Device* section first.

1. The device name can be changed in the system settings: Open the Settings App and choose General > About > Name.
2. The *Device ID* is generated when the app is first opened and cannot be changed. It is used by Valuatic Studio to uniquely identify a device.



Admin - Server

The menu entry contains an icon offering a quick overview of the server connection status.

 No server is configured.

 The connection to the server is stable and fast.

 The connection to the server is slow (high latency).

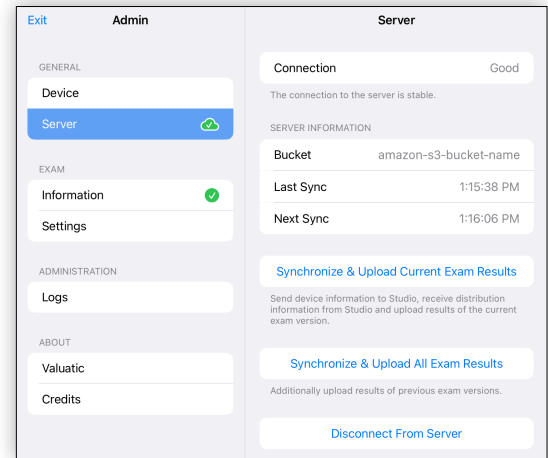
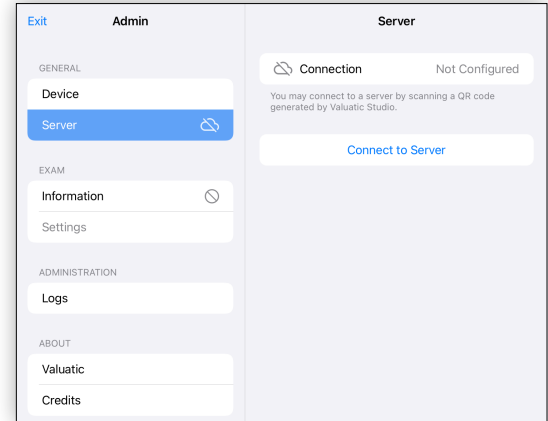
 Impossible to connect to the server.

In the *Connection* cell, the textual status or the reason of the connection issue is shown. You'll find an additional explanation just below.

To configure the server, click on *Connect to Server* and scan the QR code generated by Valuatic Studio.

Alternatively, you may add a credential file in the application via iTunes/Finder.

NOTE: When disconnecting from the server, results that have not yet been synced are automatically uploaded.



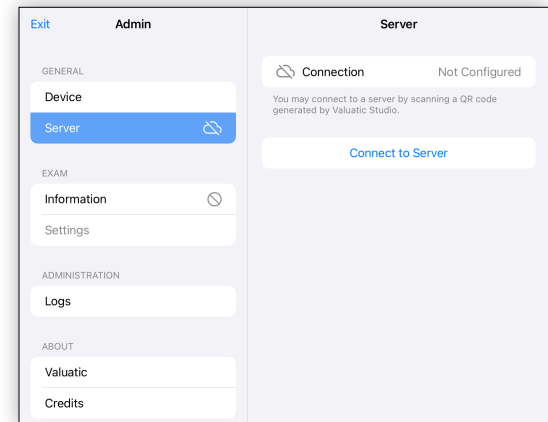
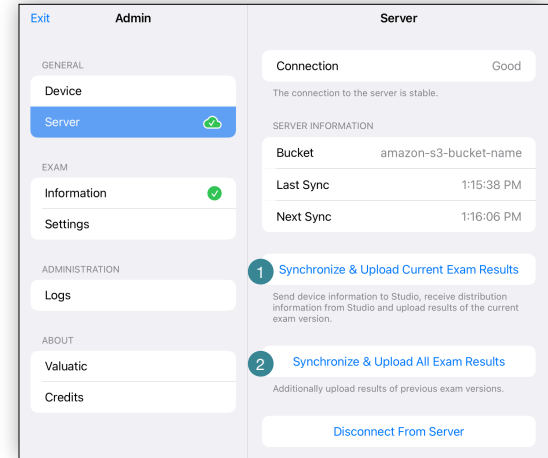
Admin - Server - Synchronization

Valuatic Touch automatically synchronizes with a configured server, roughly every 30 seconds. An automatic sync consists in

- Uploading not yet synced results (current exam only)
- Downloading new exam data
- Uploading of device information displayed in Studio

Two different kind of synchronization can be triggered manually. Contrarily to the automated sync, results already synced are synced again in the process. Some patience might be required.

1. Synchronize only results of the current exam version.
2. Synchronize all results of this exam, including of previous exam versions.



Admin - Exam Information

The menu entry contains an icon to provide a quick overview of the status.

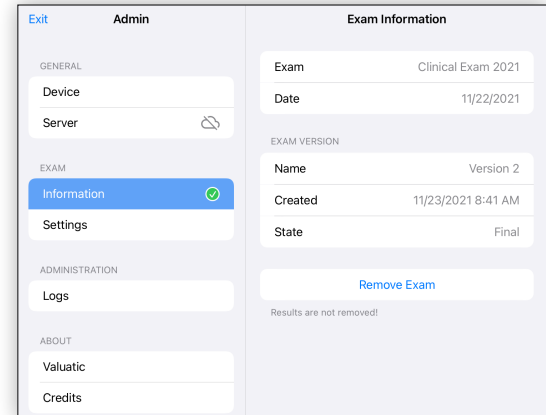
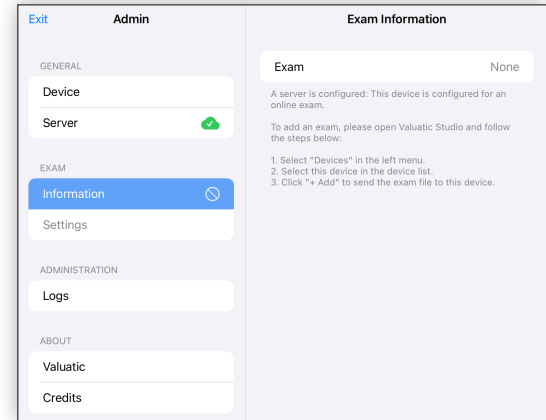
- ⊖ The device has no exam.
- ✔ The device has an exam.

In the details, are given information about the exam and the exam version.

To remove an exam from the device, click on *Remove Exam*.

When removing the exam, results will be automatically uploaded if a server is configured. **Results are not removed from the device!**

When re-adding the same exam on the device, the assessments made as part of that exam are displayed again in the home screen.



Admin - Exam Settings

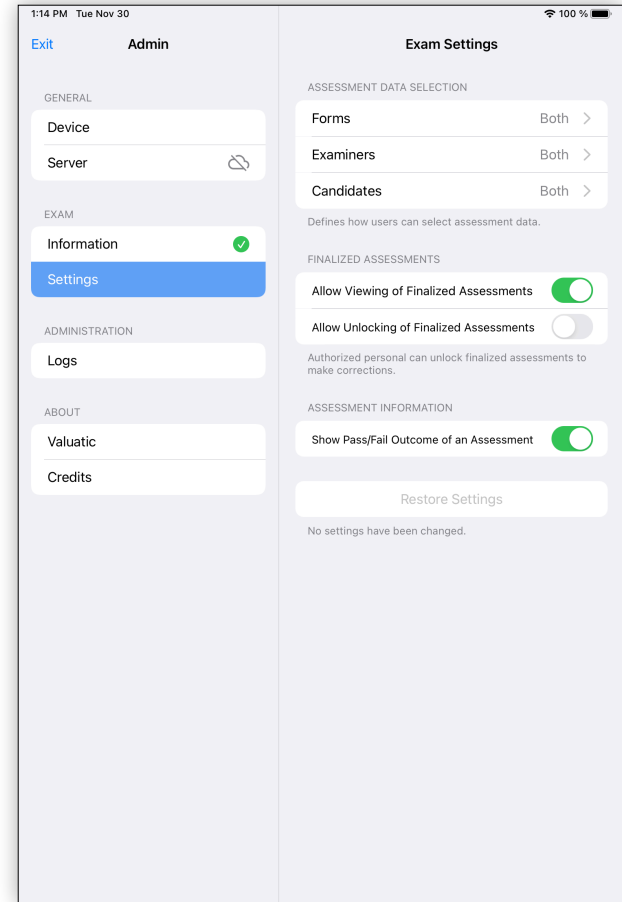
In this section it is possible to change the *exam settings* normally configured in Valuatic Studio. The changes made are only impacting the current device. When the exam version changes, they are automatically reverted.

In the top section you can modify how the *candidates*, *forms* and *examiners* are selected. By scanning barcodes or QR codes, manually or both.

In the middle section, it is possible to modify the allowed actions with finalized assessment on the home screen.

In the *Assessment Information* section, you can choose to show or hide the Pass/Fail outcome of assessments.

The *Restore Settings* button becomes active only if the settings have been changed.



≡ iTunes

In iTunes you can see files and directories created and managed by Valuatic Touch.

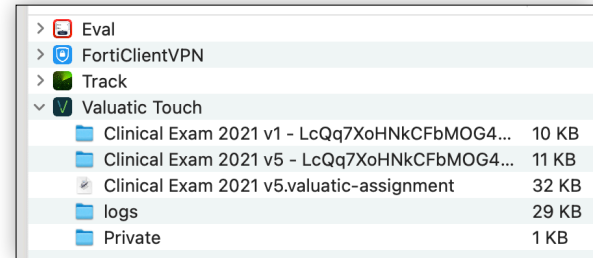
Note: Before deleting directories it is strongly advised to completely close the app first.

Directories containing results are named after the exam name: [Exam Name] [version] - [some id].

When an exam is present on the device, you will see a *.valuatic-assignment* file. It may be removed while retrieving the results if you do not need the exam on the tablet anymore.

The logs directory contains logs we might ask you to send us in case of support.

The Private directory is reserved for Valuatic Touch.



- A. A device appears in Valuatic Studio but it has been disconnected from the server. How to remove it?
1. Currently this is not possible within the Valuatic applications. Nevertheless, you can do it manually by connecting to the server using an application such as Cyberduck.
 2. First you need the id of the device. Open Valuatic Touch on the device, open the *admin* screen and you'll see a row *Device Id*.
 3. On the server, open the *devices* directory and search for a child directory named matching the device ID.
 4. Note that this directory contains uploaded result files. Be sure they are saved on a computer before deleting the directory!
- B. Valuatic Touch has no permissions to connect to the server
1. Launch the Settings app on your iPad running iPadOS 14.
 2. Tap on Privacy in the left menu.
 3. Tap on Local Network.
 4. On the next screen, you should see the list of all the apps that have requested permission to find and communicate on your local network.

If you have any question regarding this manual or the Valuatic applications,
please contact us at

support@valuatic.com