HRM Exam Module

Revampment – Solution documentation v1.0

Indunil Ramadasa

Applications

- Submissions are now immediately saved to a Google spreadsheet .
- https://docs.google.com/spreadsheets/d/1_4sDnYlZPp0cJTkPLGG77NzkxMuM2Xg-kCxrJwSbQQU/edit#gid=0
- Same link shortened https://tinyurl.com/yy7oklat
- Links to access submissions lists (both on app , and google) are available in top menu.

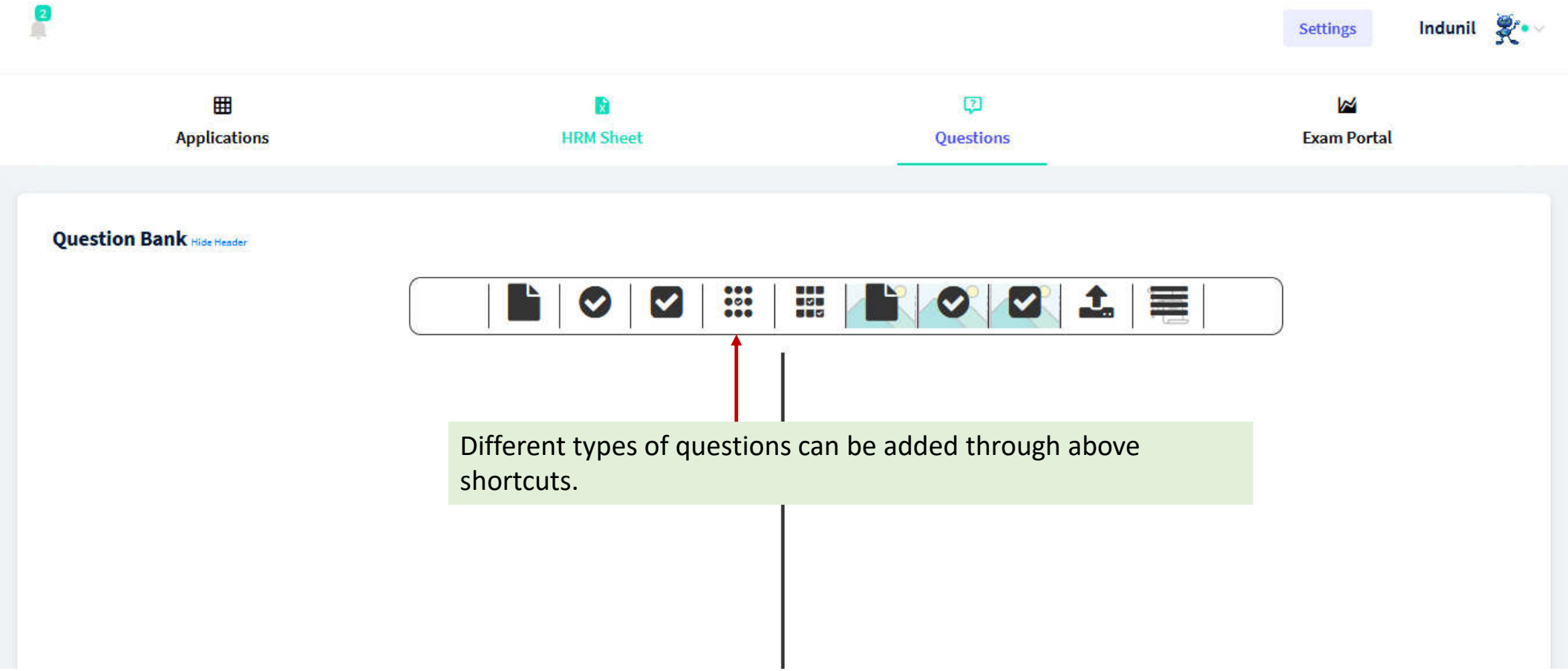


Questions

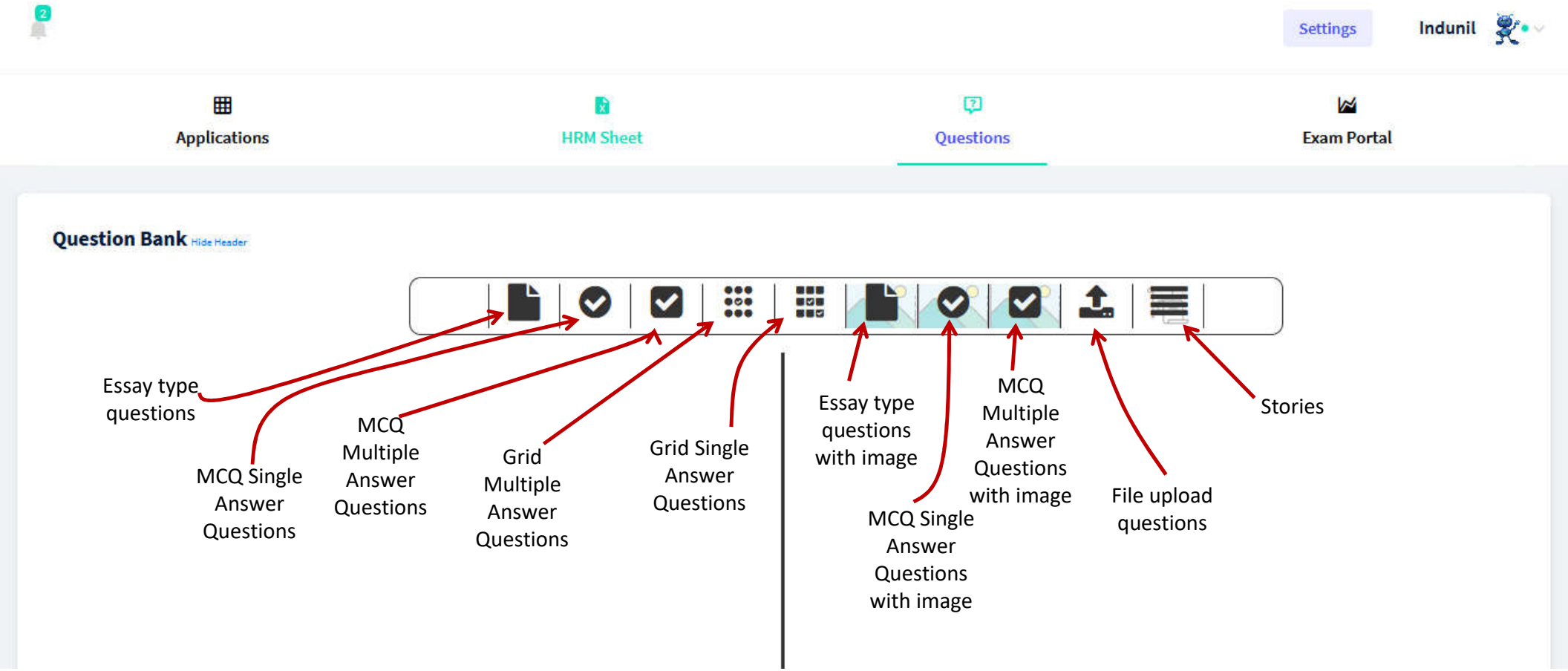
- Questions section allows to add questions to questions bank, which can be used during exam creation.
- Questions section is accessible via top menu.



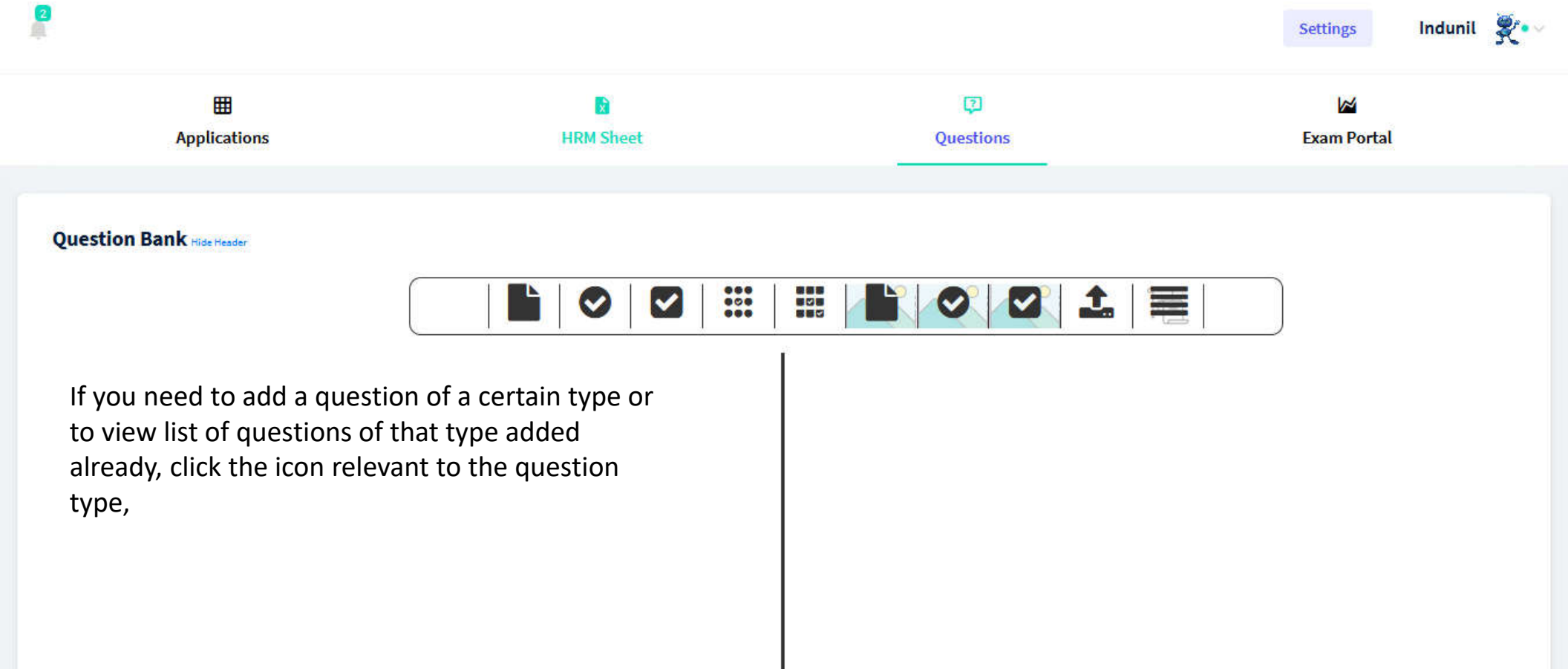
Questions


Settings
Indunil
Applications
HRM Sheet
Questions
Exam Portal
Question Bank
Hide Header
Different types of questions can be added through above shortcuts.

Questions


Settings
Indunil
Applications
HRM Sheet
Questions
Exam Portal
Question Bank
Hide Header
Essay type questions
MCQ Single Answer Questions
MCQ Multiple Answer Questions
Grid Multiple Answer Questions
Grid Single Answer Questions
Essay type questions with image
MCQ Single Answer Questions with image
MCQ Multiple Answer Questions with image
File upload questions
Stories

Questions

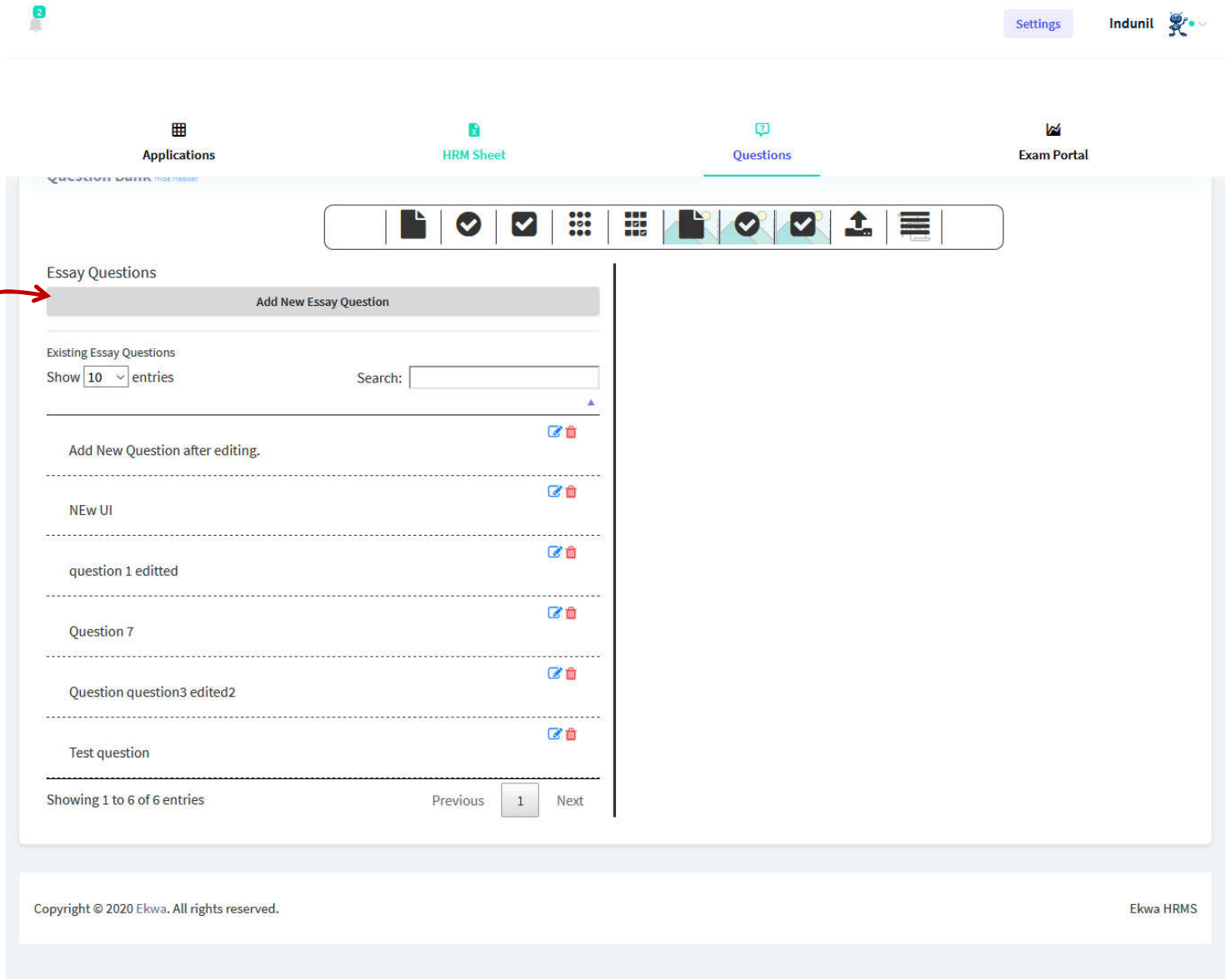


If you need to add a question of a certain type or to view list of questions of that type added already, click the icon relevant to the question type,

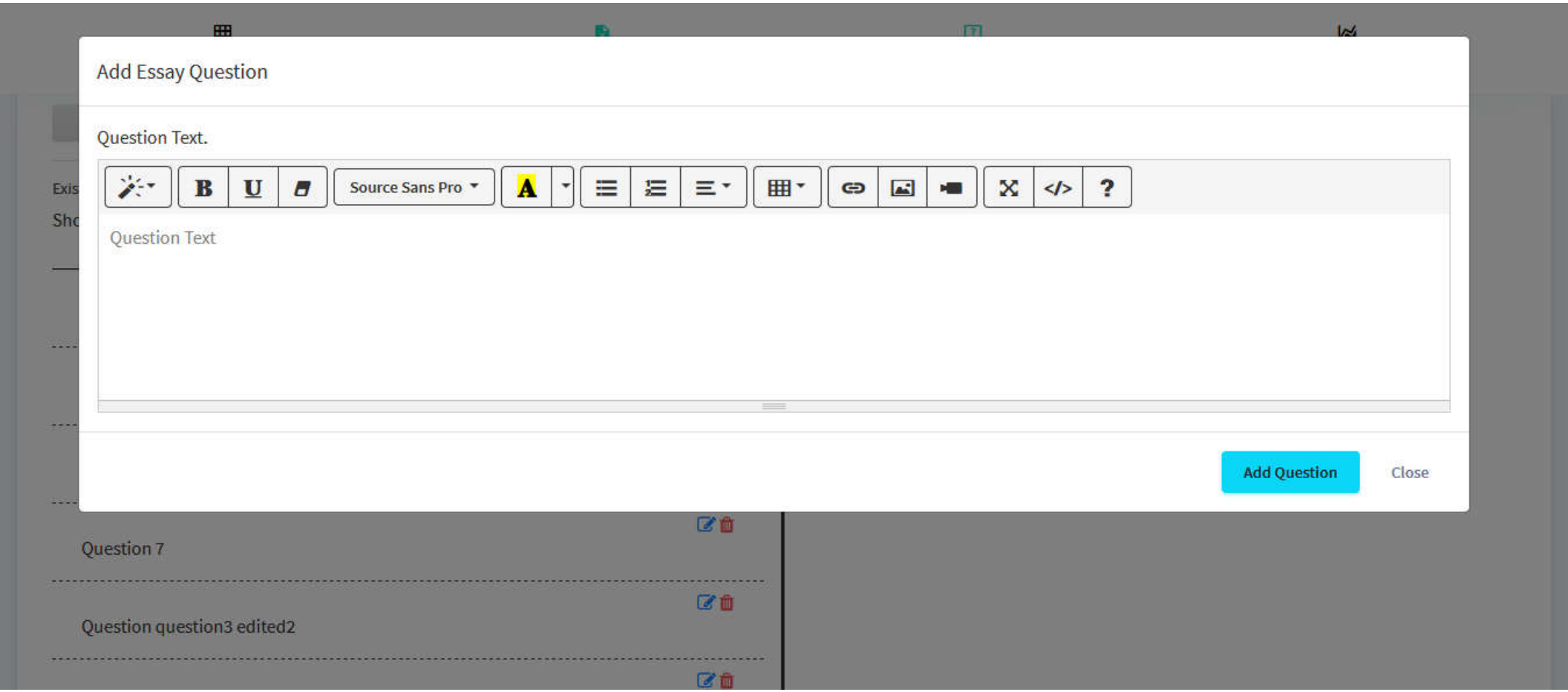
Questions

When question type icon is clicked, the list of questions of that type is shown. The list is searchable and navigable.

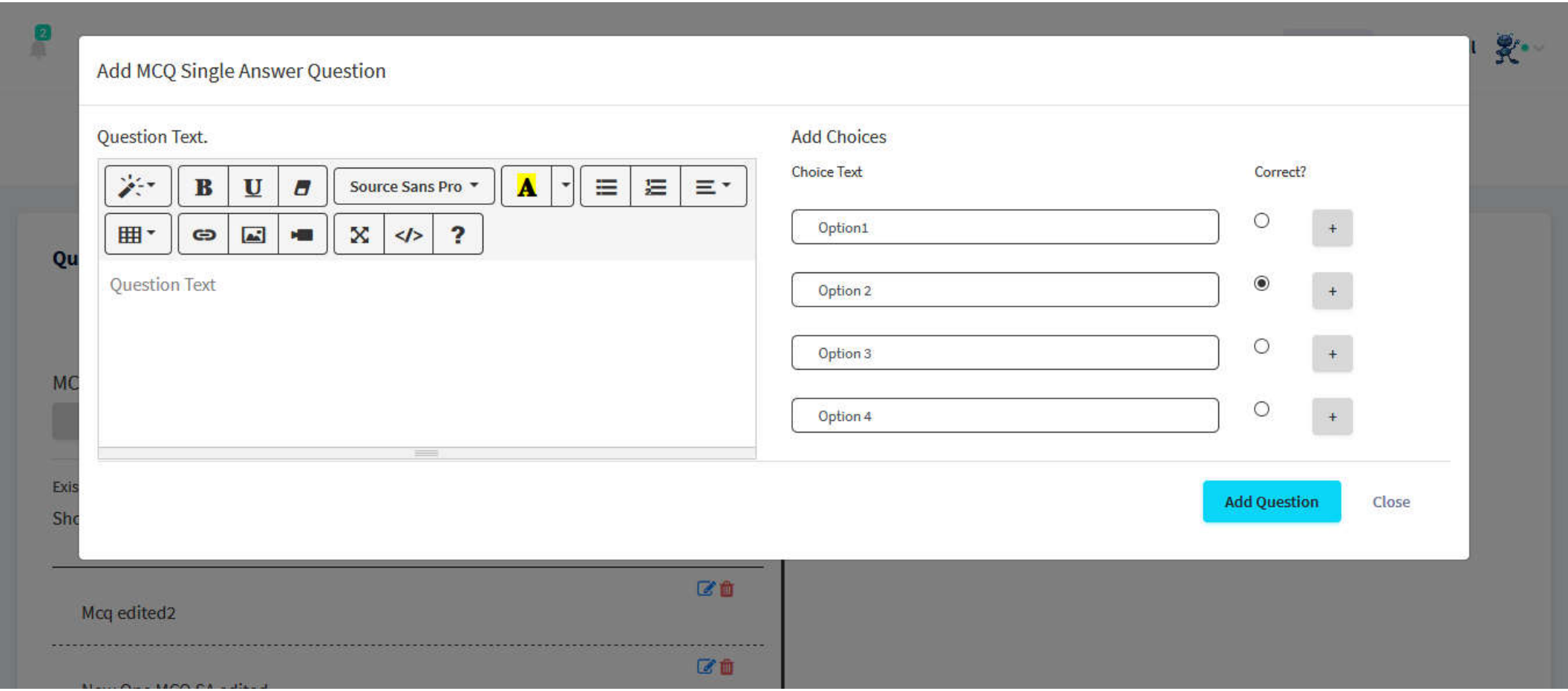
In addition to that it is possible to add a new question under that question using the button shown above the questions list.



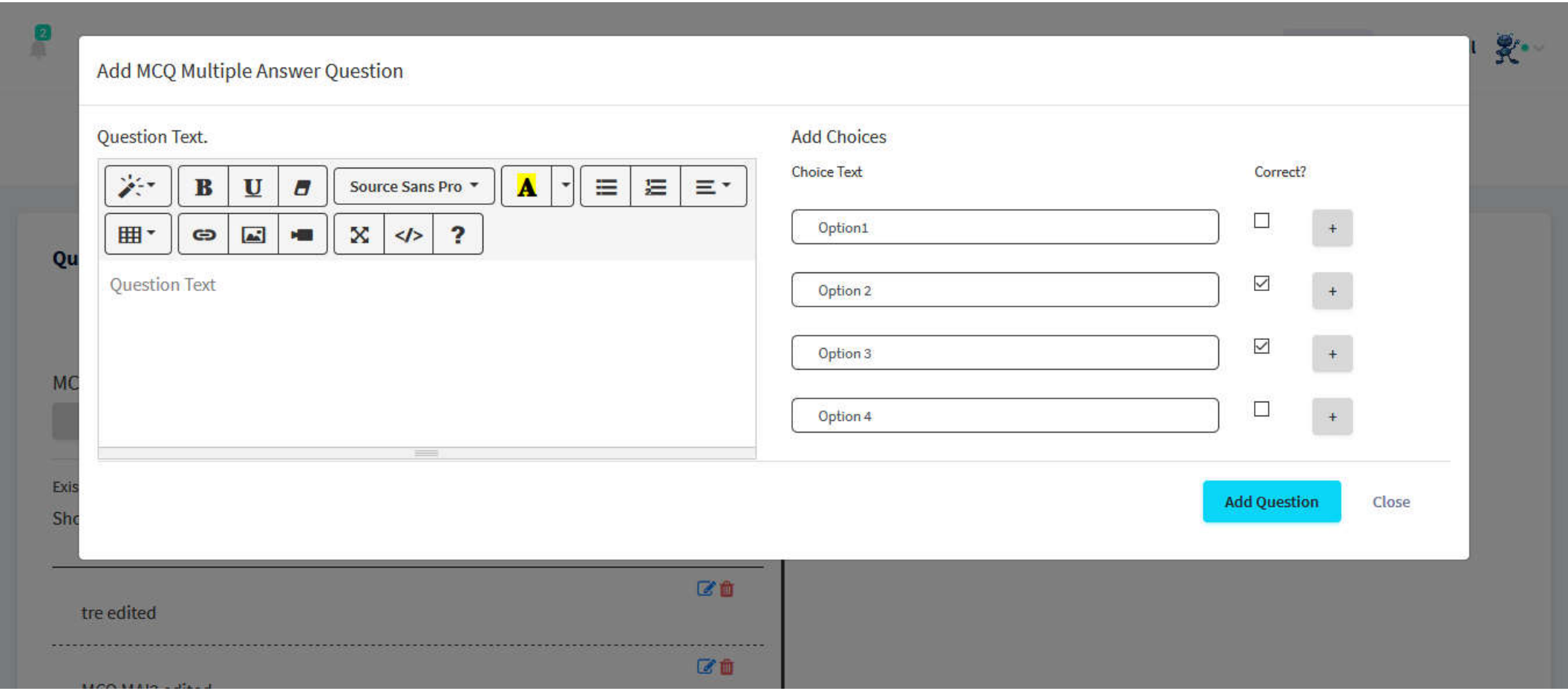
Questions – add new essay question



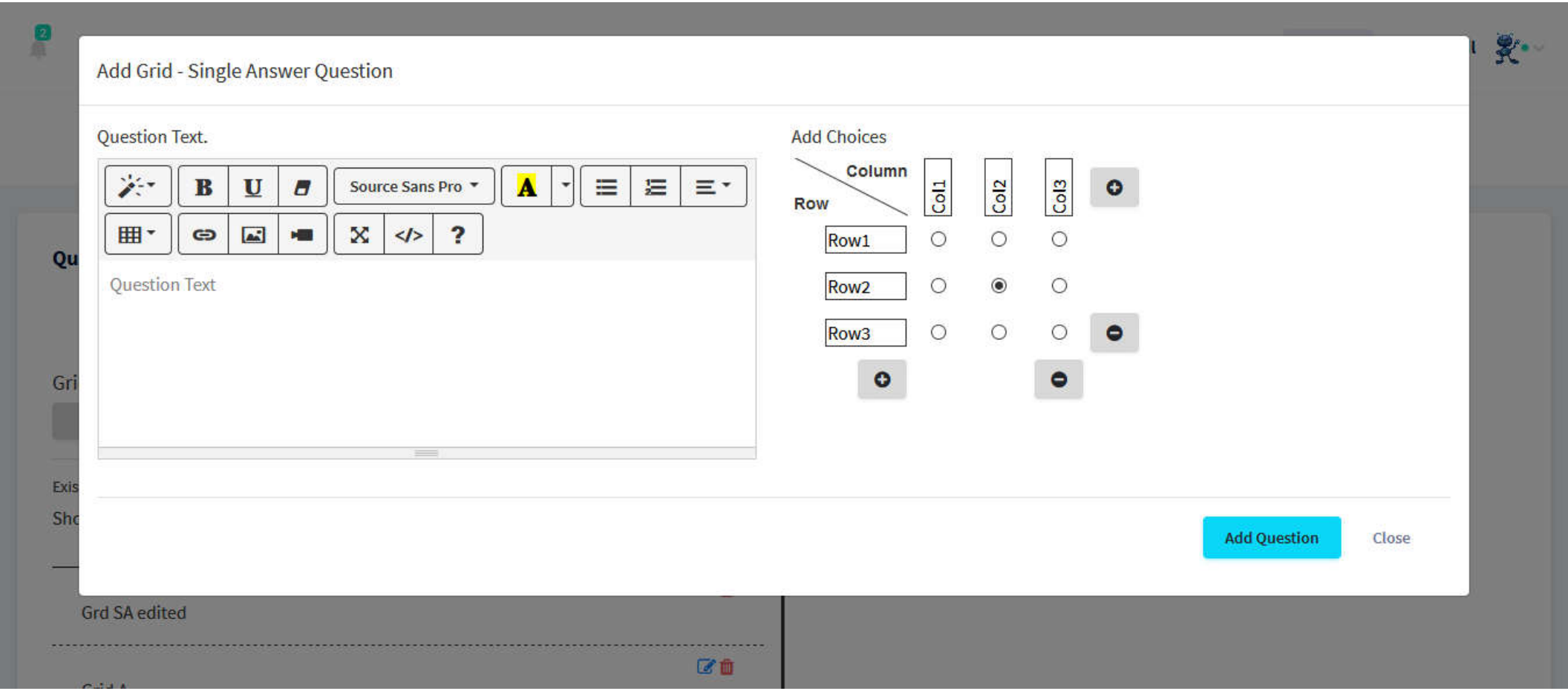
Questions – add new MCQ single answer question



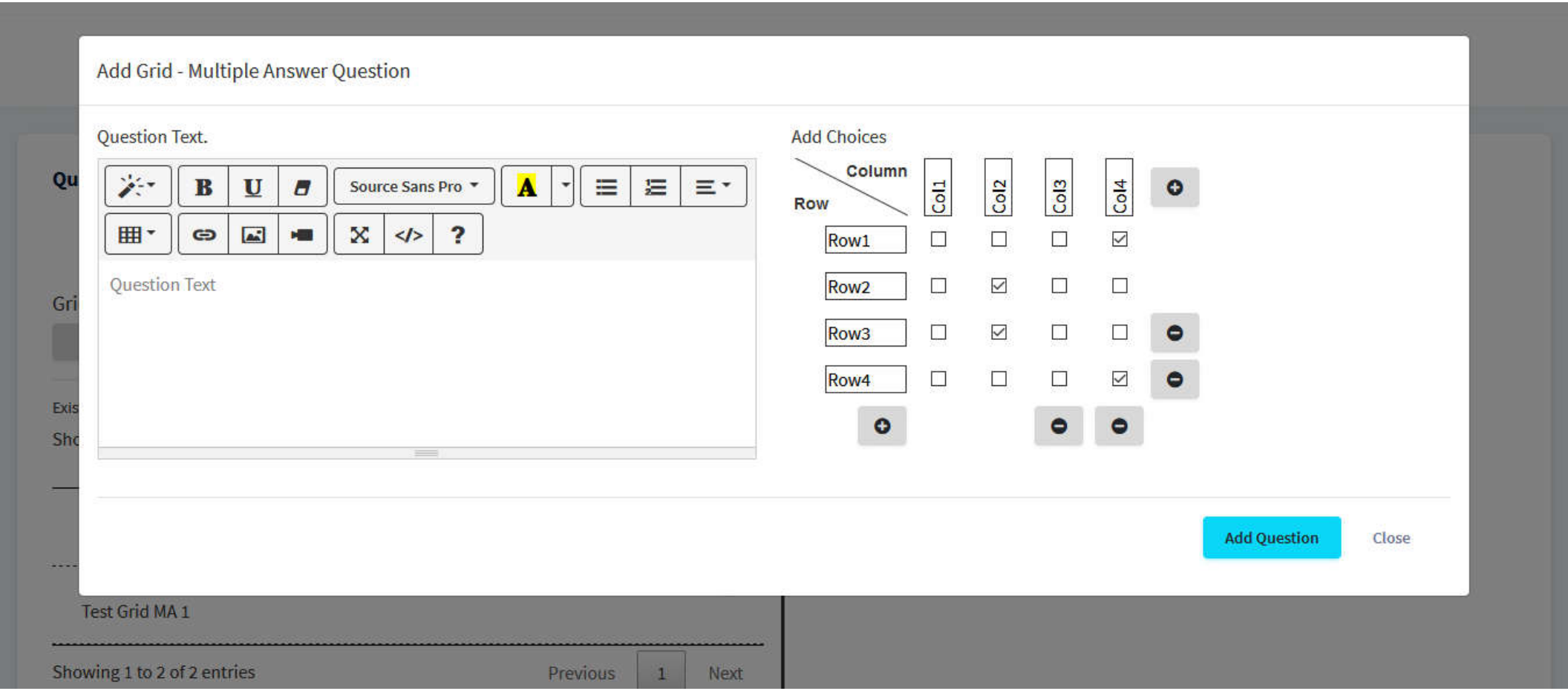
Questions – add new MCQ multiple answer question



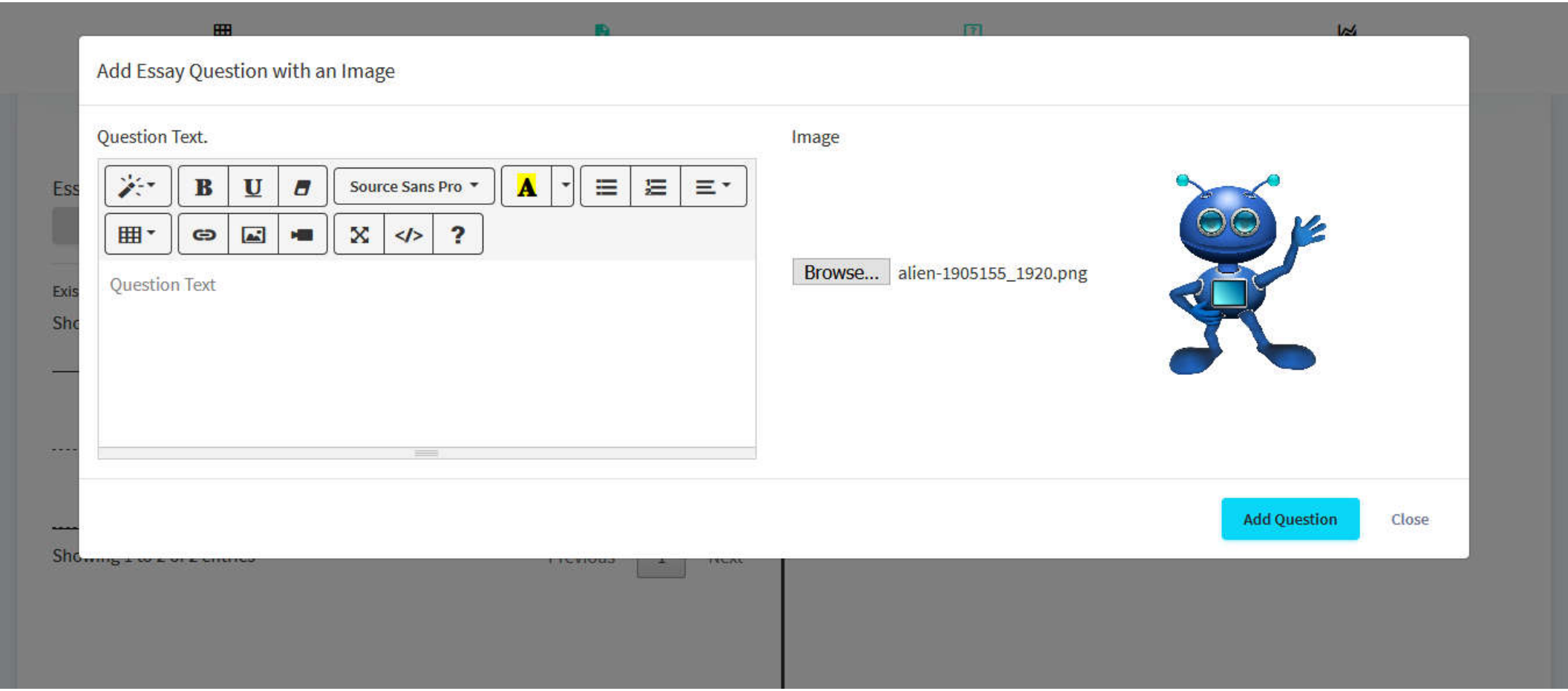
Questions – add new Grid single answer question



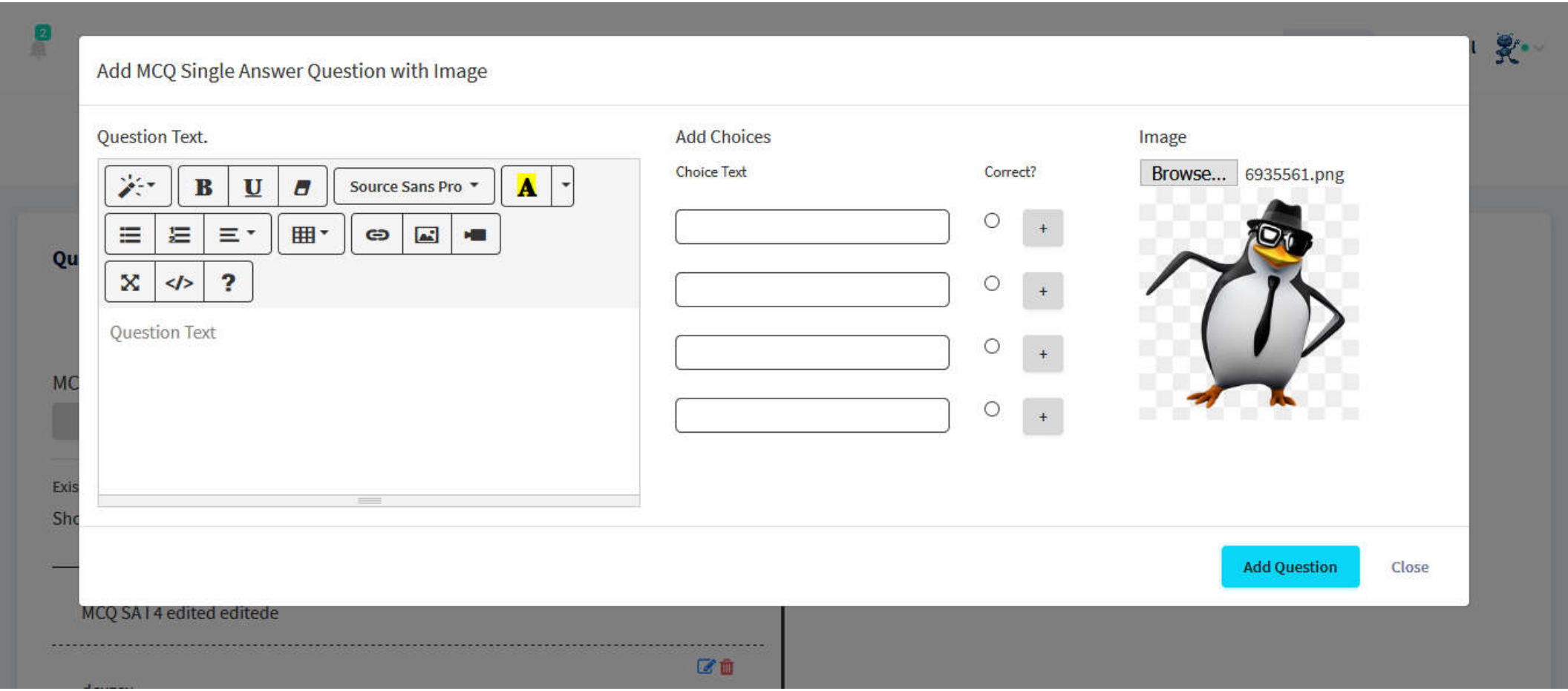
Questions – add new Grid multiple answer question



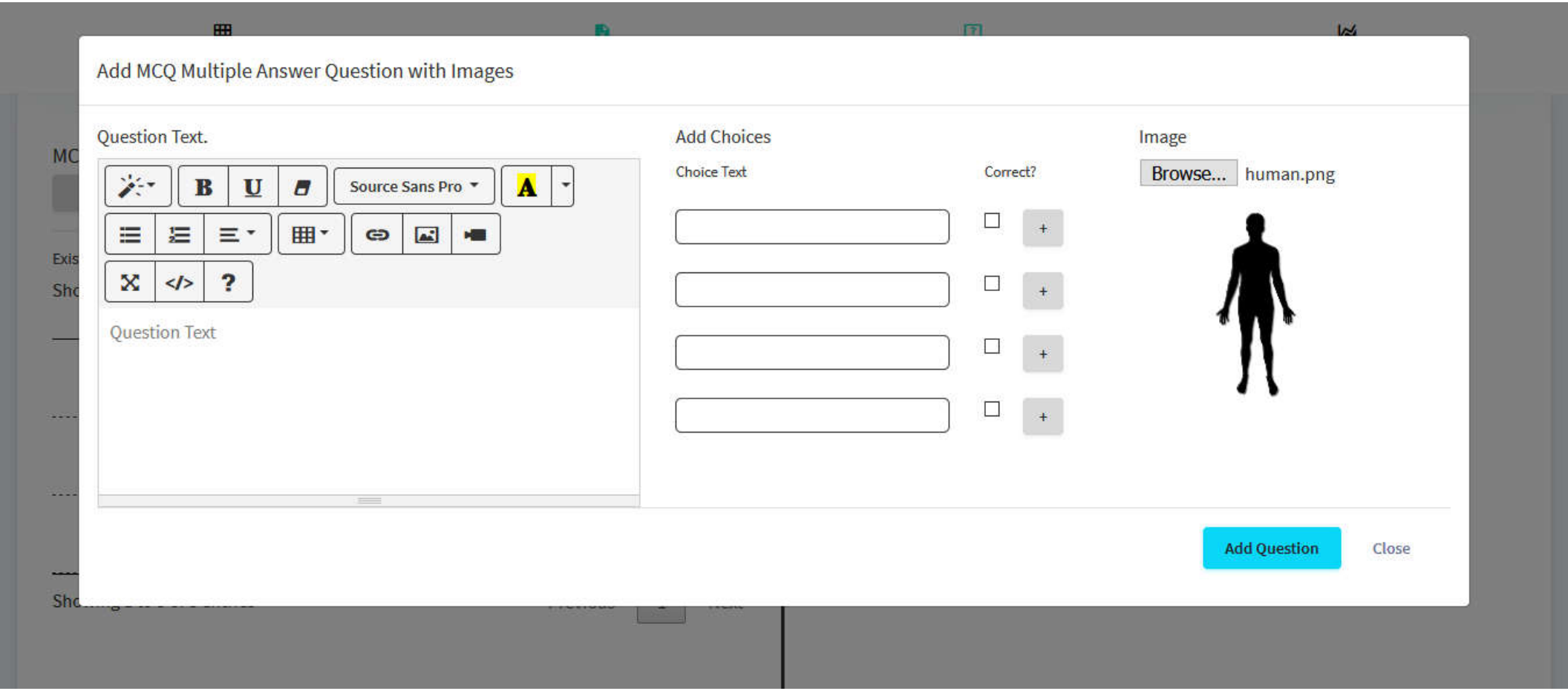
Questions – add new essay question with image



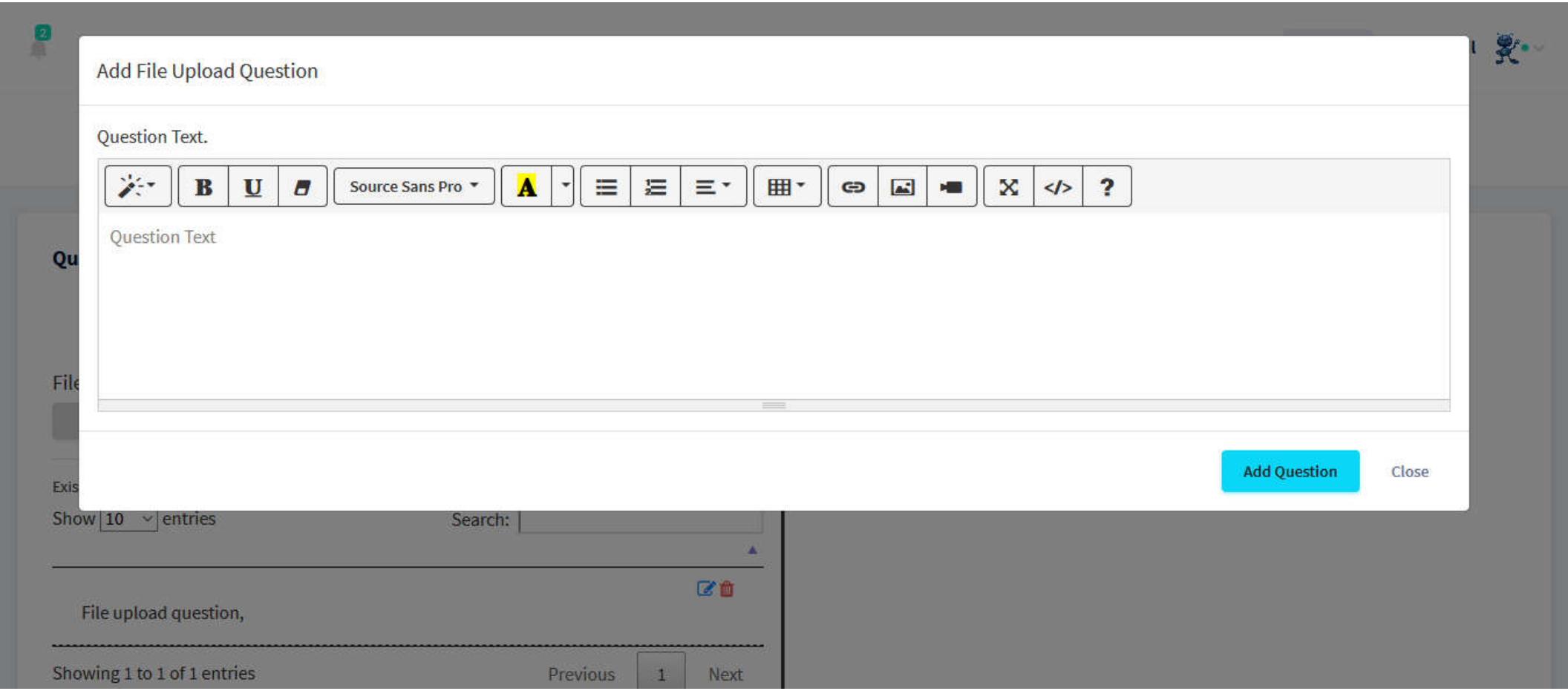
Questions – add new MCQ single answer question with image



Questions – add new MCQ multiple answer question with image

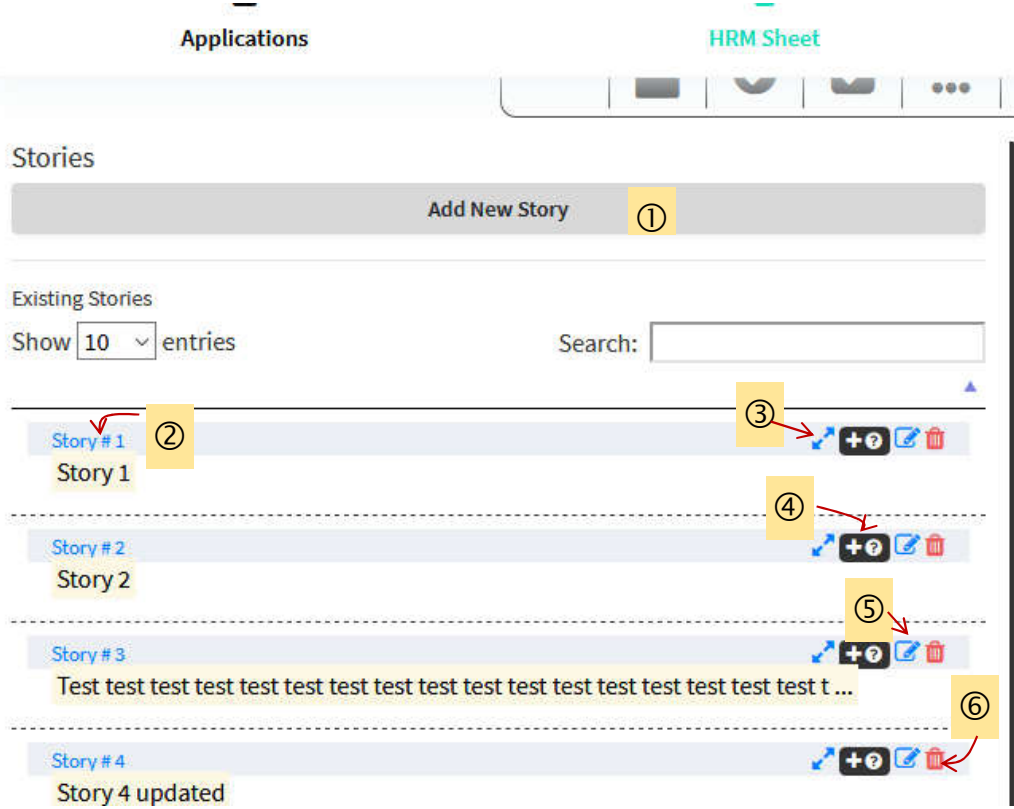


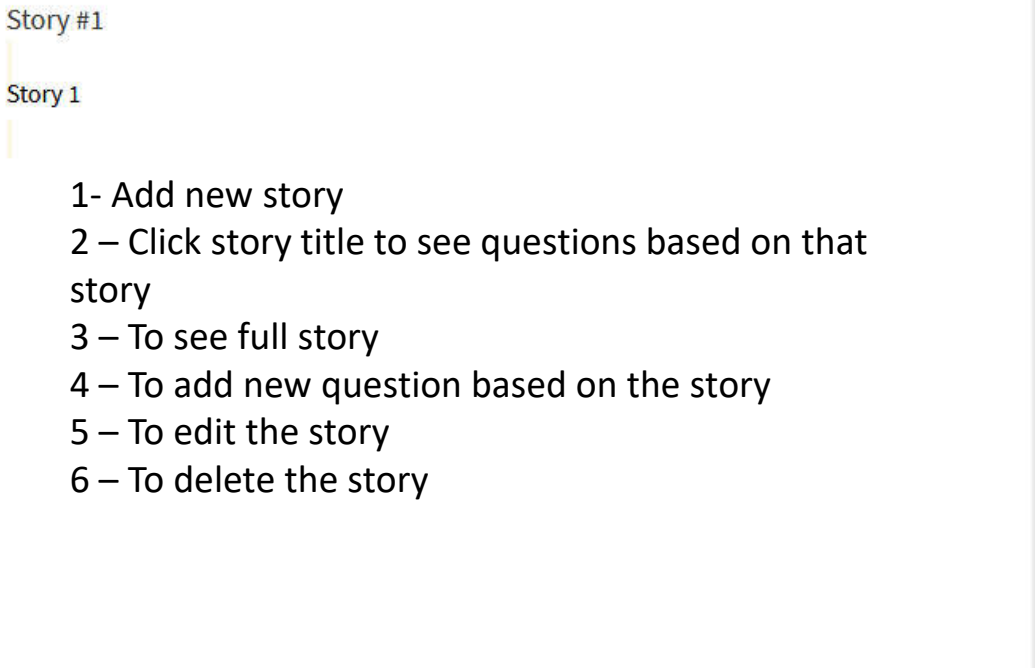
File upload questions



Stories

When you click stories icon from question type toolbar, you will see list of stories available already and features relevant to stories including adding new stories. Stories being added can be used to add new questions based on stories.





1- Add new story
2 – Click story title to see questions based on that story
3 – To see full story
4 – To add new question based on the story
5 – To edit the story
6 – To delete the story

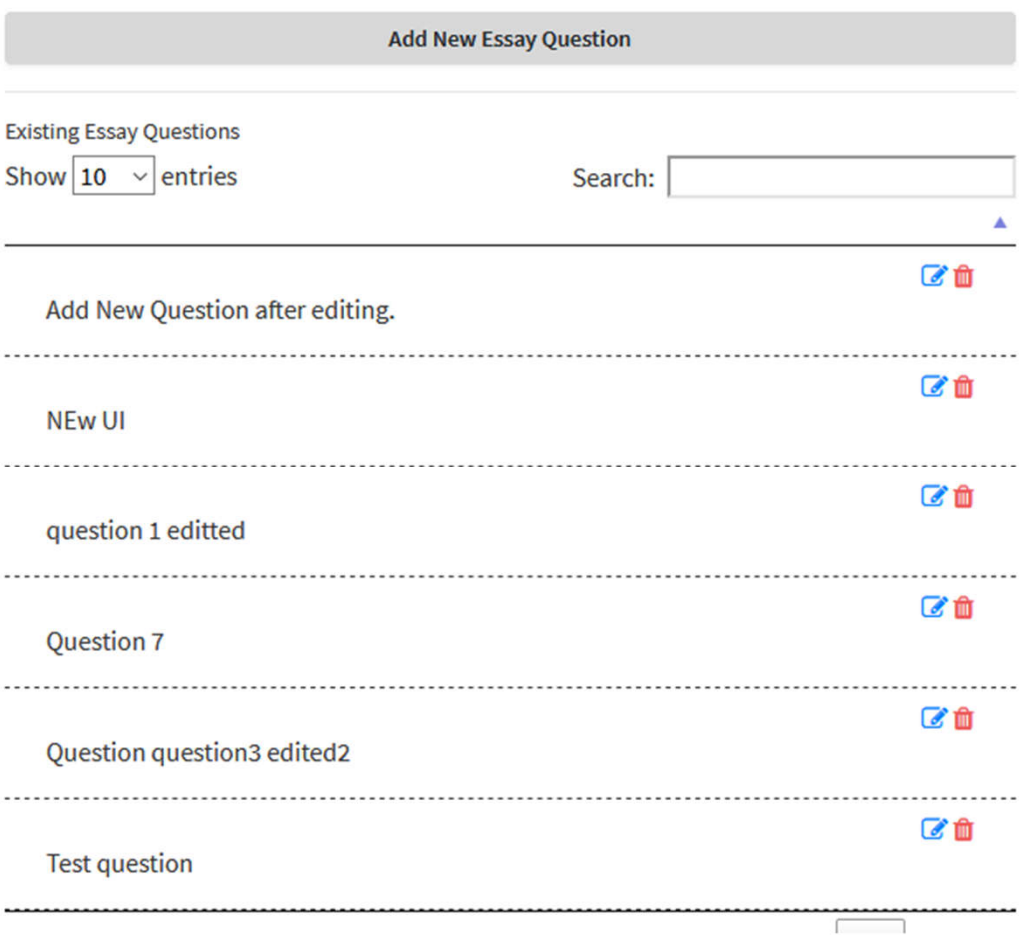
Adding Story based questions



Adding Story based questions



Editing questions



When you click a question type icon from toolbar, it opens the list of questions added already under that category. The list is searchable and navigable.

Each question has edit and delete options available.

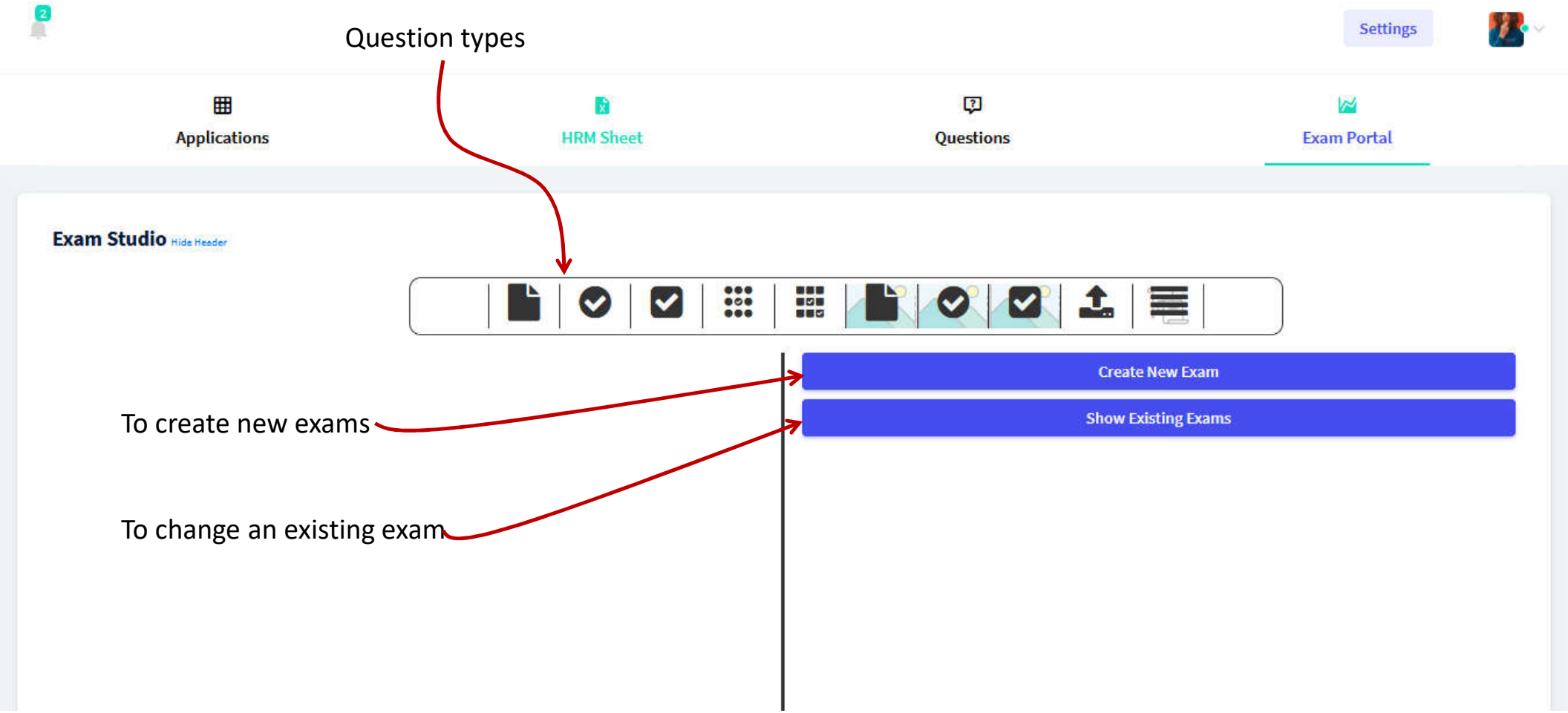
If you click an edit icon a popup similar to add new question with, relevant question content pre-loaded will appear. You can use same to edit questions.

Exam Portal

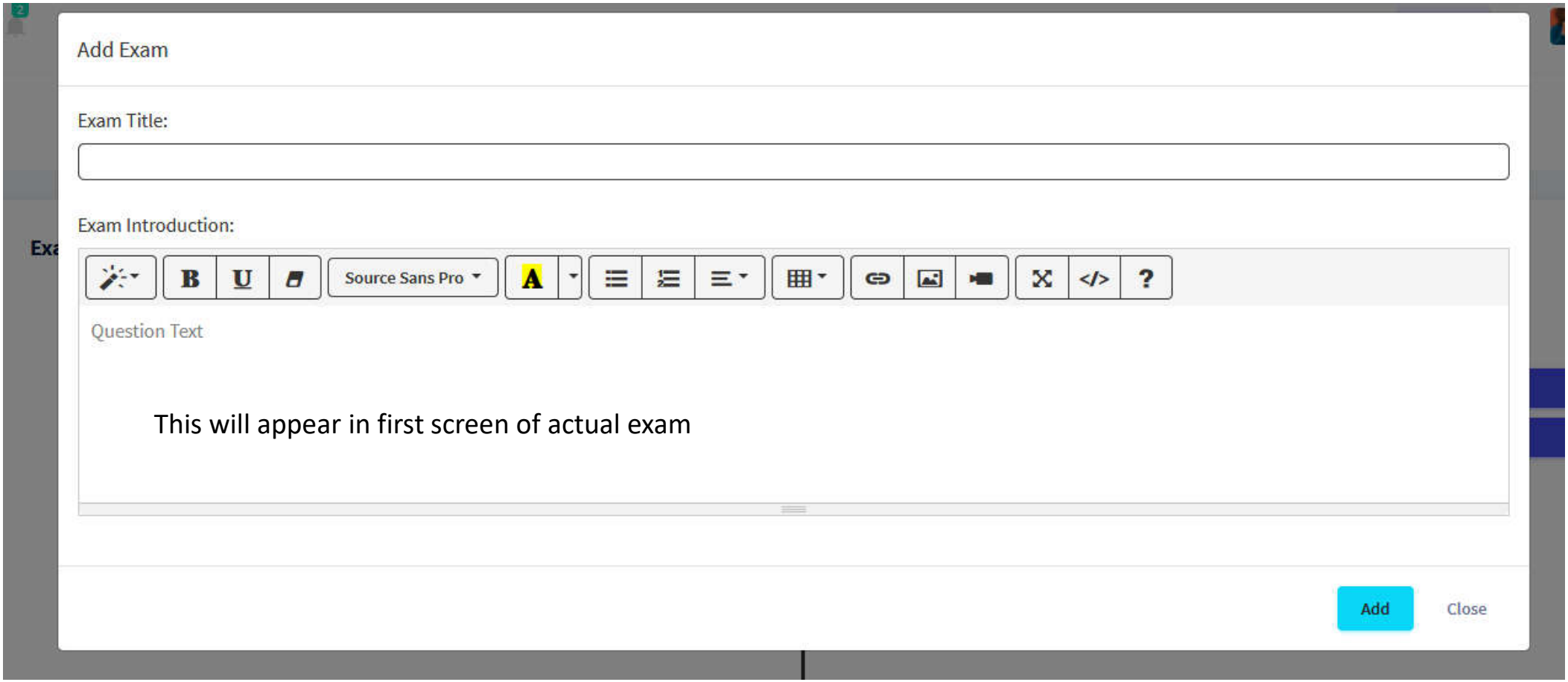


You can go to exams section through “Exam portal” shortcut in topmenu.

Exam Portal – Creation of new exams

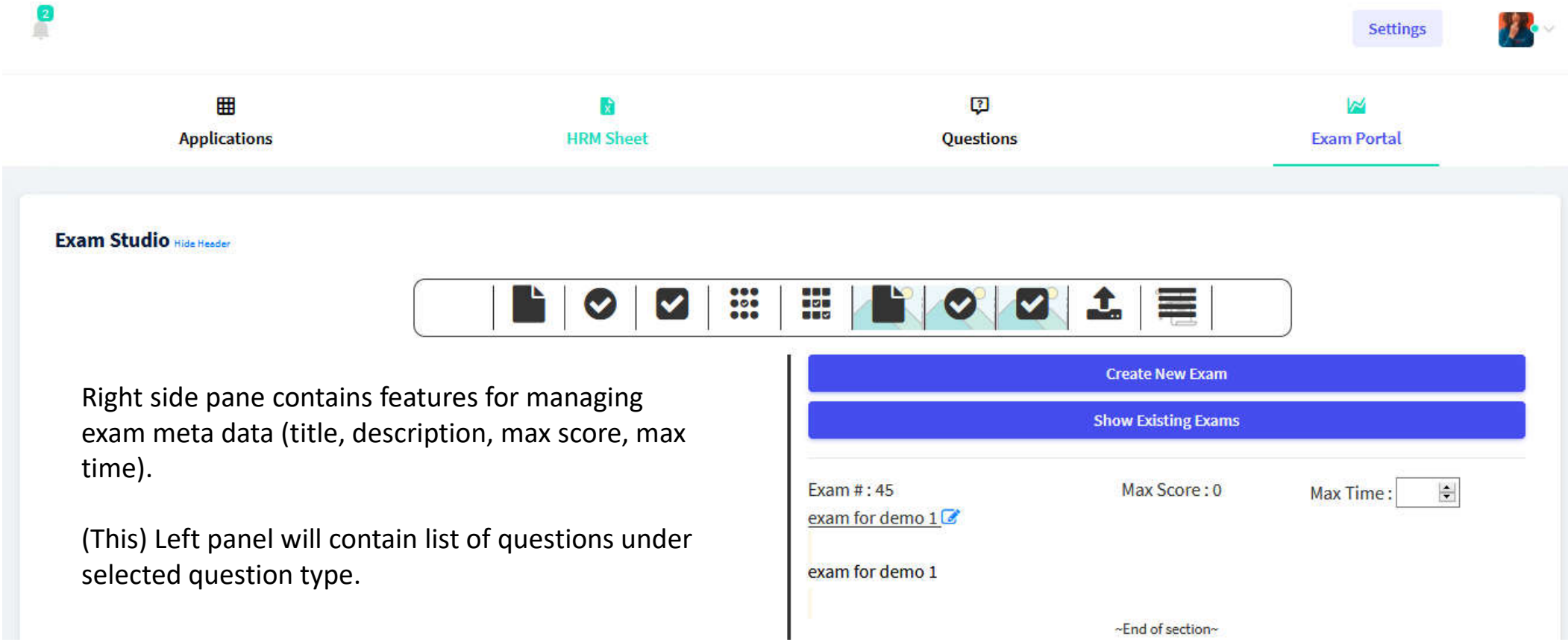


Exam Portal – Creation of new exams



Exam Portal – Creation of new exams

After a new exam is added it is possible to add questions one by one. Just click on the desired question type from toolbar and questions under that type will appear along with options to add them to exam.

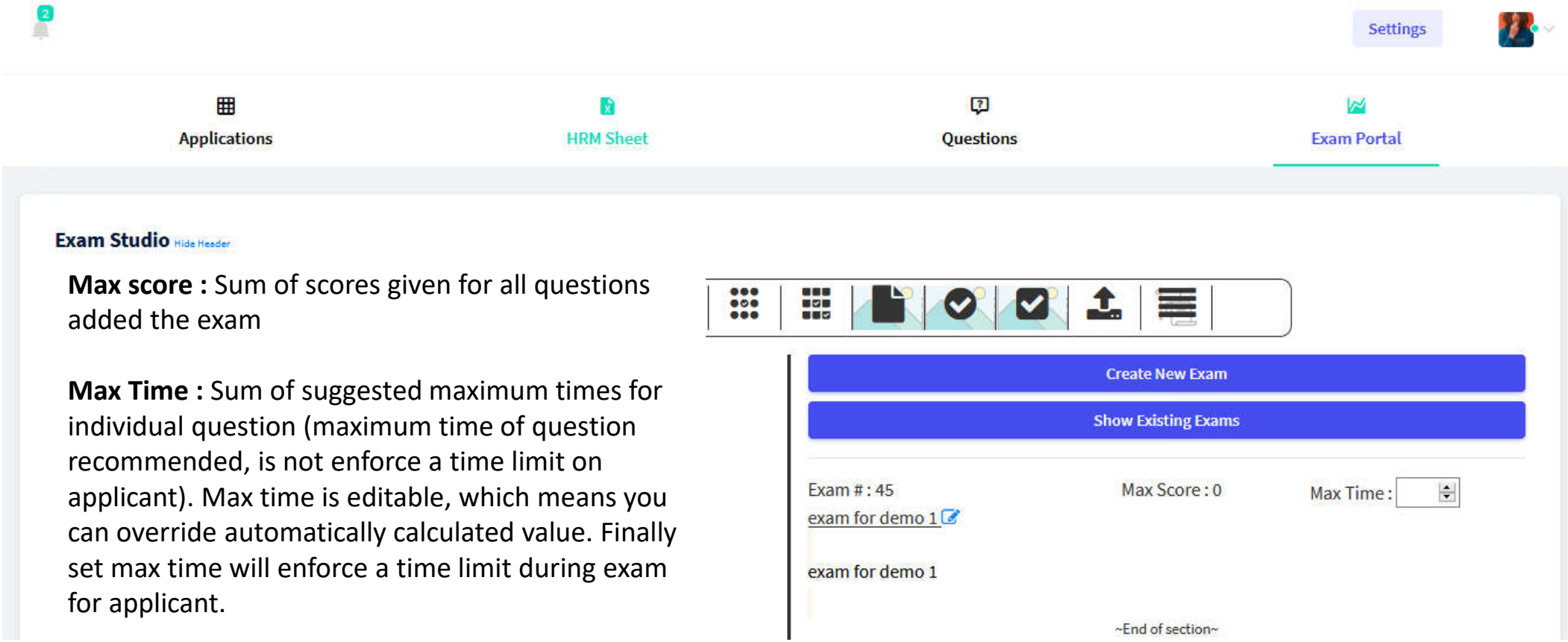


Right side pane contains features for managing exam meta data (title, description, max score, max time).

(This) Left panel will contain list of questions under selected question type.

Exam Portal – Creation of new exams

After a new exam is added it is possible to add questions one by one. Just click on the desired question type from toolbar and questions under that type will appear along with options to add them to exam.

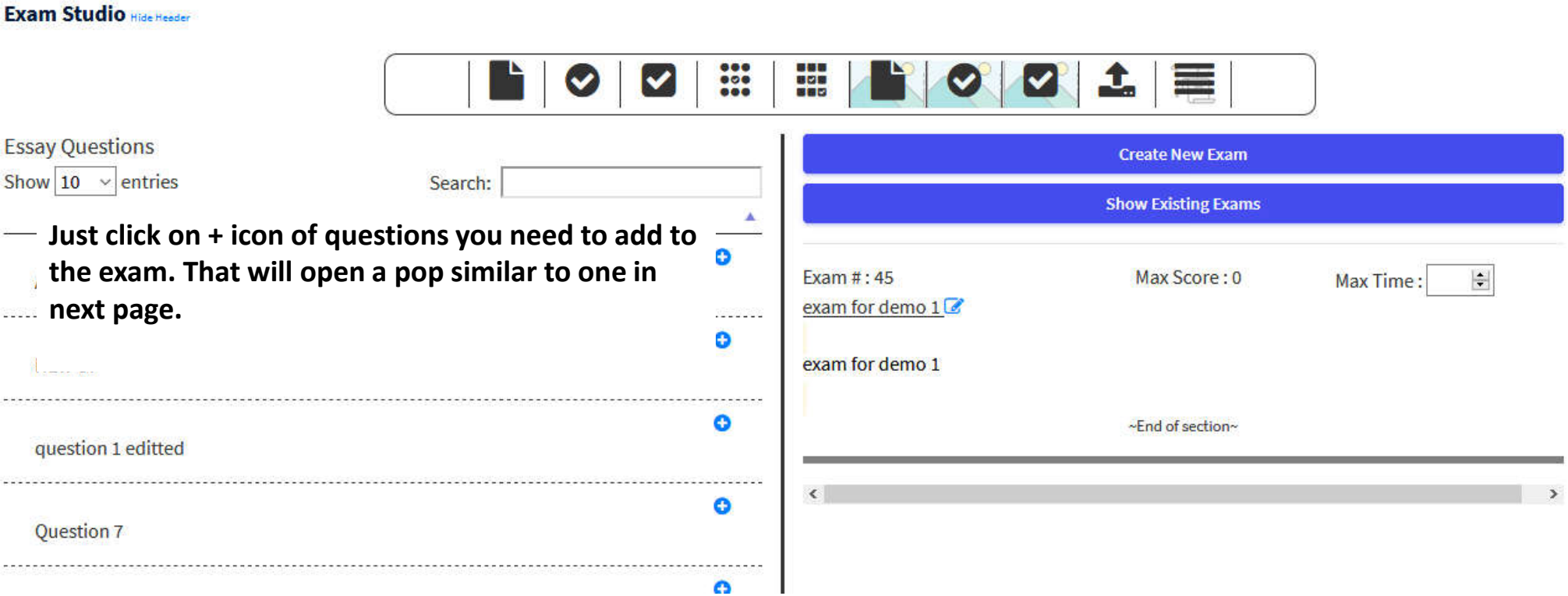


Max score : Sum of scores given for all questions added the exam

Max Time : Sum of suggested maximum times for individual question (maximum time of question recommended, is not enforce a time limit on applicant). Max time is editable, which means you can override automatically calculated value. Finally set max time will enforce a time limit during exam for applicant.

Exam Portal – Creation of new exams

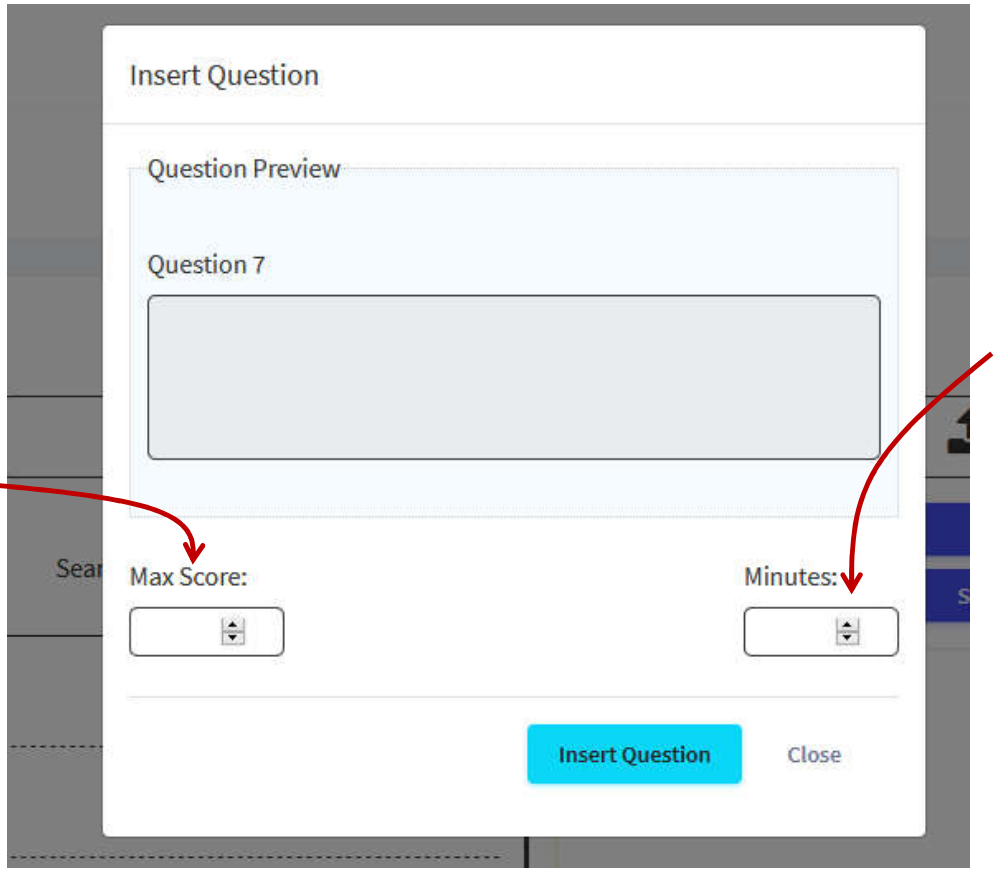
After a new exam is added it is possible to add questions one by one. Just click on the desired question type from toolbar and questions under that type will appear along with options to add them to exam.



Exam Portal – Creation of new exams

After a new exam is added it is possible to add questions one by one. Just click on the desired question type from toolbar and questions under that type will appear along with options to add them to exam.

Maximum Score given to the question if provided answer is fully correct (only applicable to selected exam)

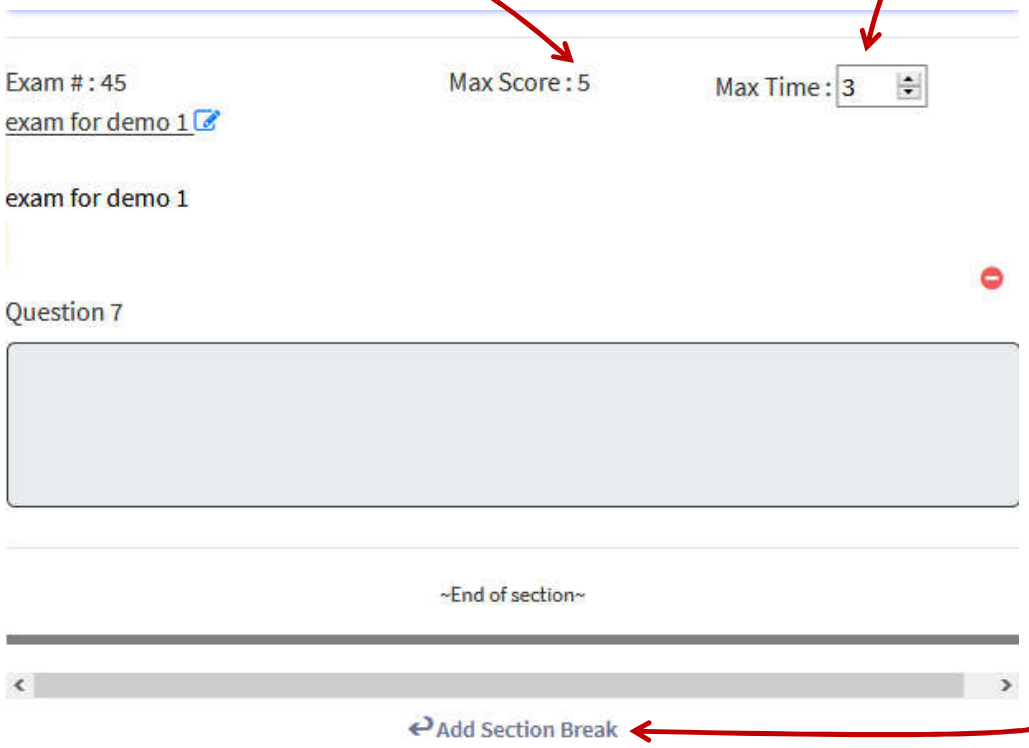


Maximum recommended time for the question. It helps to calculate the total allowed time, but does not impose any limitation on applicant. They can take more time than this for a particular question,

Exam Portal – Creation of new exams

Sum of scores of all questions added.

Sum of max recommended times, which is also editable



Use this to remove question from current exam

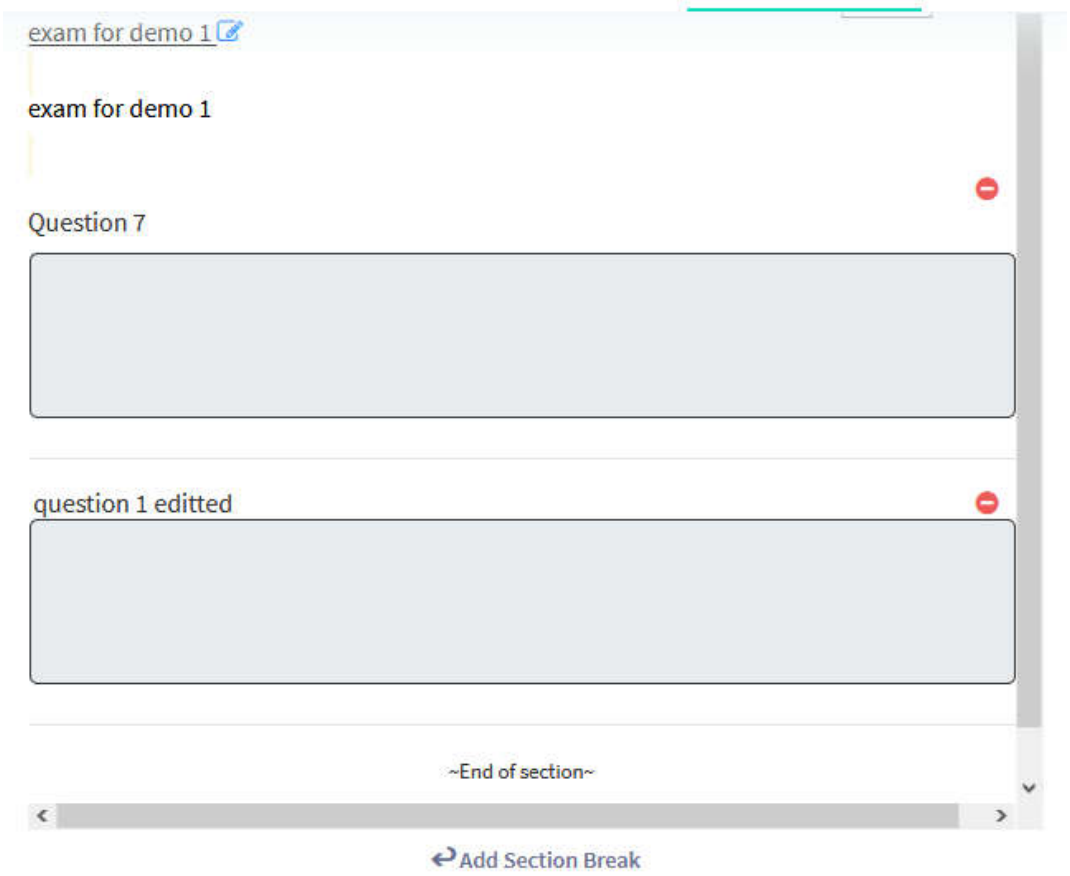
Question preview – each question added in to current section in current exam will be previewed in right side panel.

Use this to insert a new section

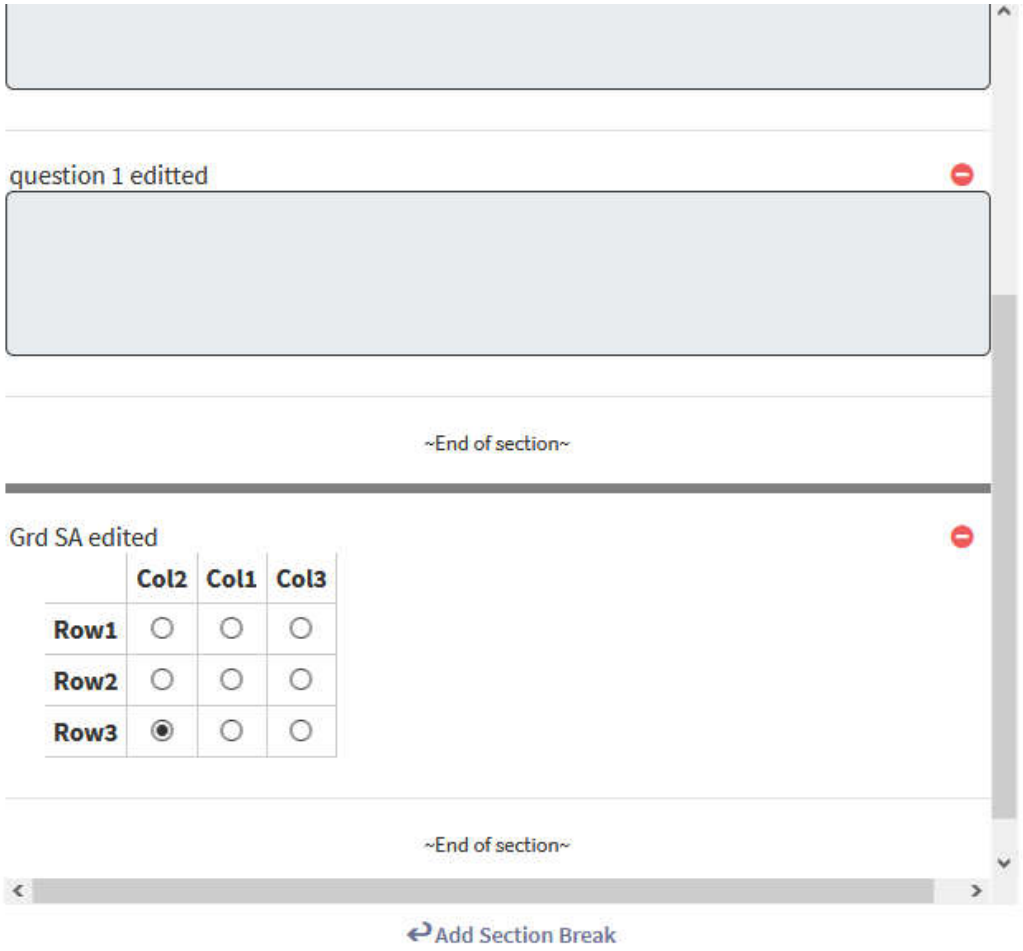
Exam Portal – Creation of new exams - Sections

Similar to the implementation of new job application, new exam (given to applicants) is also supporting multi-page navigation (exam can be splitted in to multiple pages and applicant /evaluators can navigate across them. Each section added during exam creation represents a page in exam (when rendered).

Exam Portal – Creation of new exams

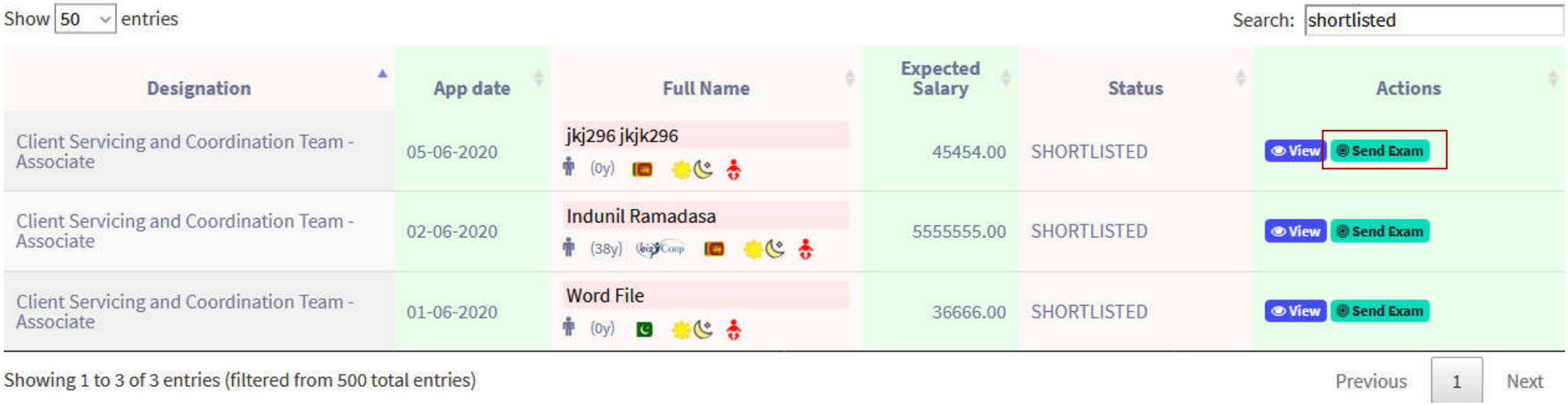


Exam Portal – Creation of new exams



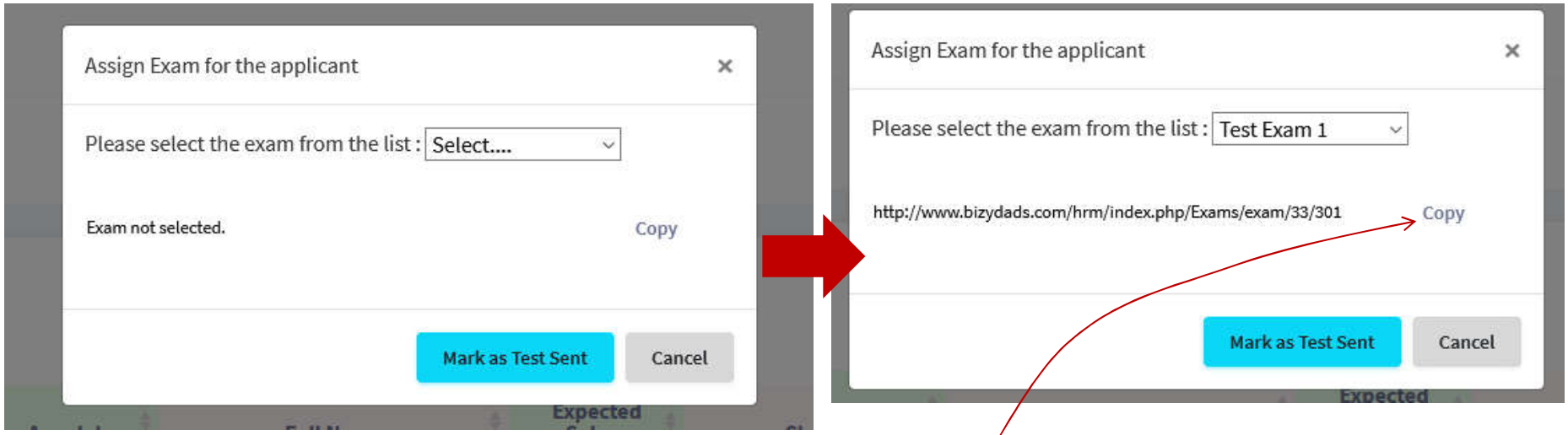
Submissions – Getting Exam URLs

A temporary feature for demonstration purposes is added to Application submissions section. An action button named [Send test] is shown for applications in 'Shortlisted' status.



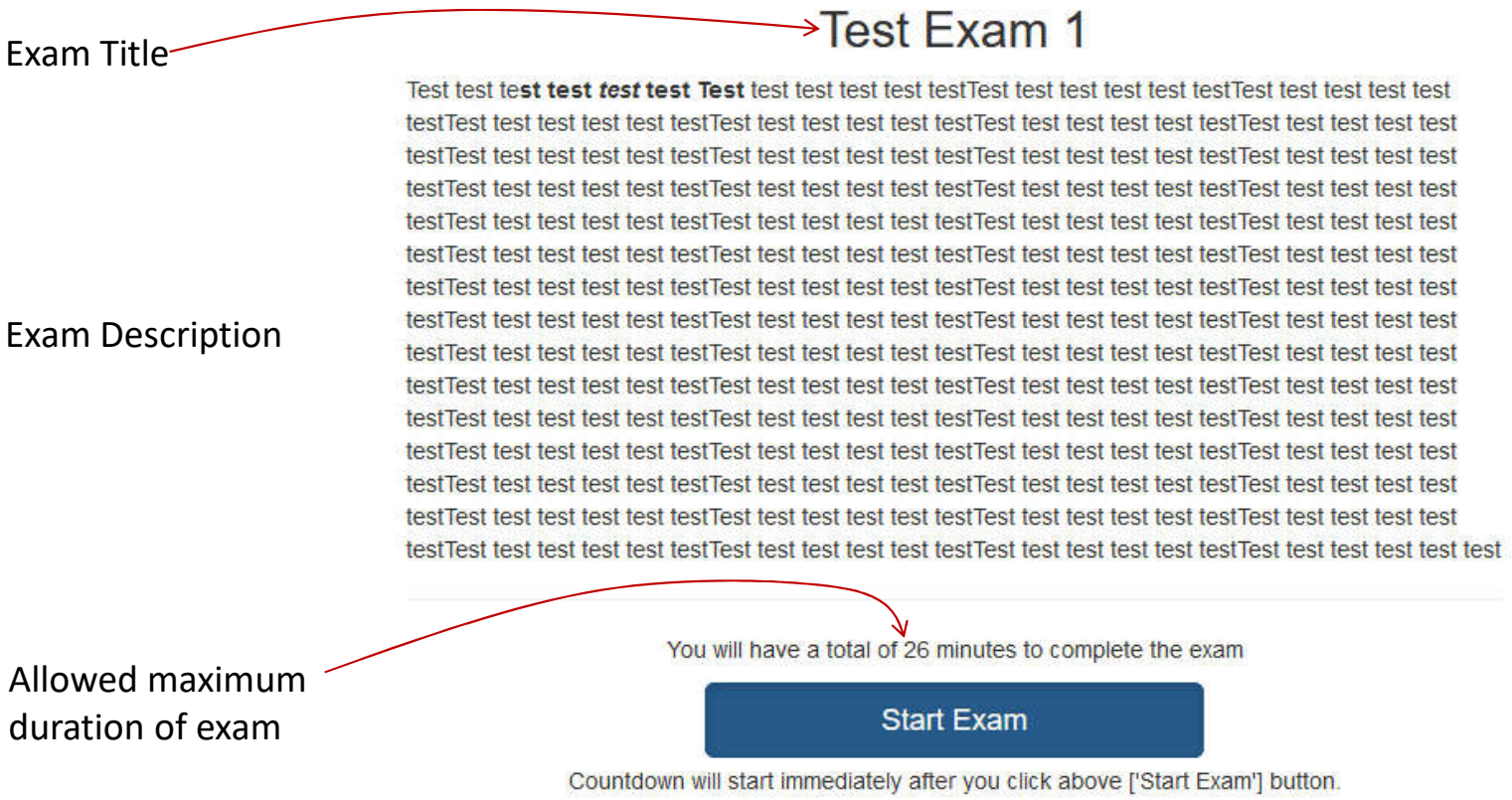
If you click on [Send Exam] button, it will open popup shown in next page.

Submissions – Getting Exam URLs

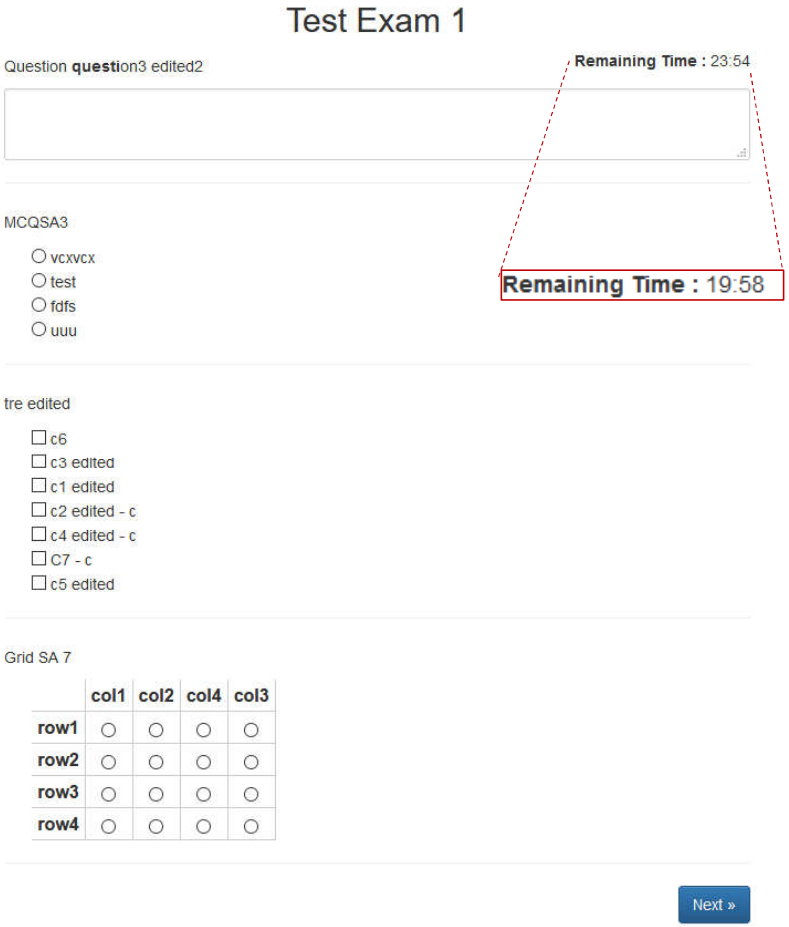


If you click on [Send Exam] button it will open the above popup. You can select an exam for the applicant and then it will show exam URL unique to applicant and exam. As this is a temporary demo feature it is allowed only to copy (to clipboard) URL. Then you can paste that directly in browser address bar to see how actual exam loads and works.

Exams – As seen by applicants


Exam Title
Test Exam 1
Exam Description
Test test test

Exams – As seen by applicants



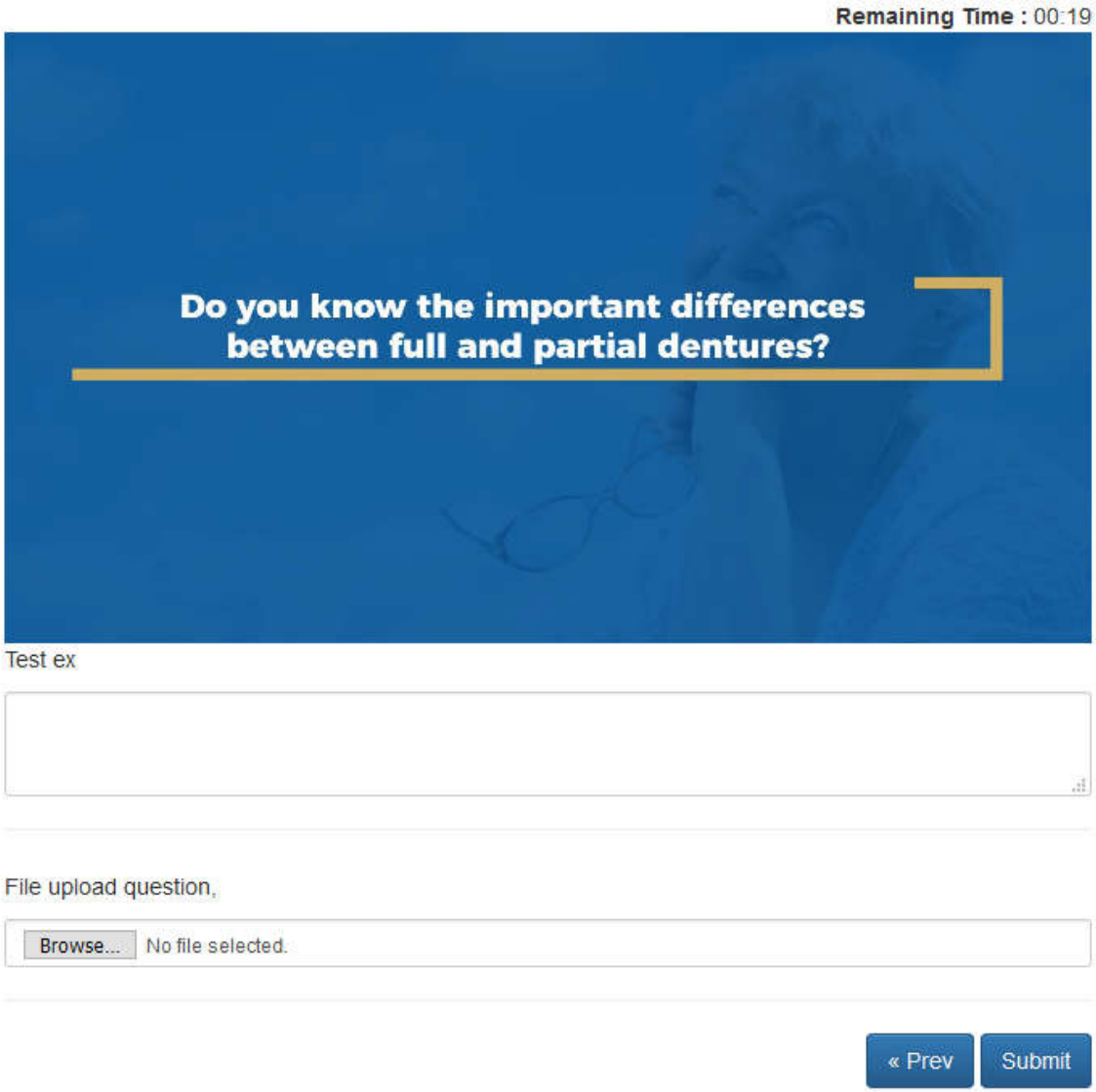
At the top of exam content, the exam time countdown in shown and updating. Countdown starts immediately after applicant clicks [Start Exam] button.

The applicant can finish the exam before the countdown is over or otherwise, system will automatically finish the exam once the countdown is over.

Applicants are allowed to skip questions . Thus it allows them to do both navigating between exam page also submit the exam with unanswered exams.

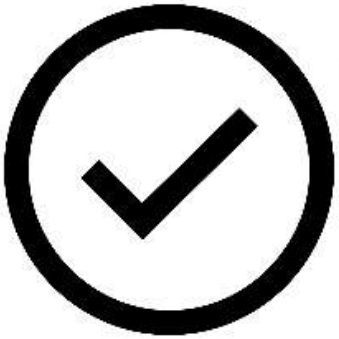
Exams – As seen by applicants

Final page



Exams – As seen by applicants

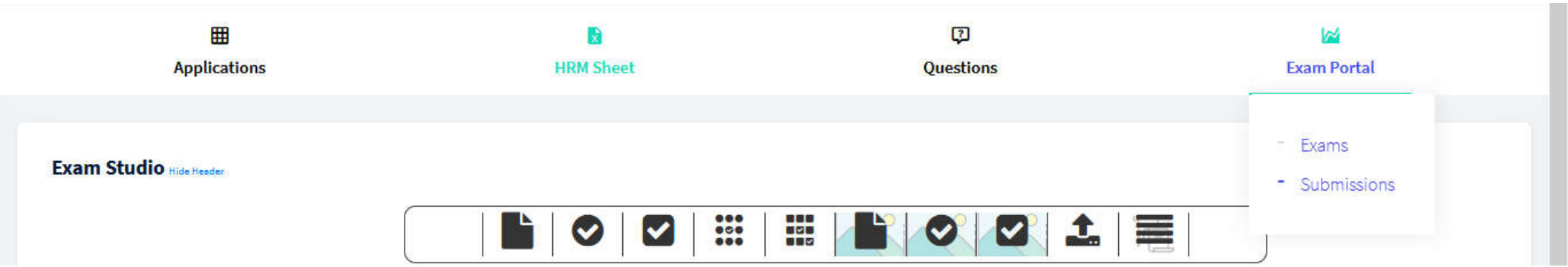
After submission or completion when countdown is over



Test Exam 1

Your answers are being submitted succesfully and you will be informed in case if we consider further evaluation of your application based on the exam results.

Exam submissions



You can view list of exam submissions (by applicants) by clicking [Exam Portal ➔ Submissions] in top menu.

Exam submissions

Exam Submissions

Exam	Job Definition	Full Name	Date	Actions
Test Exam 1	Client Servicing and Coordination Team - Associate	jkj jkjk	2020-08-13	View
Test Exam 1	Client Servicing and Coordination Team - Associate	Indunil Ramadasa	2020-08-13	View
Test Exam 1	Client Servicing and Coordination Team - Associate	Indunil Ramadasa	2020-08-31	View
Test Exam 1	Client Servicing and Coordination Team - Associate	jkj296 jkjk296	2020-08-31	View

Click [View] action button of a submission to see the full submission.

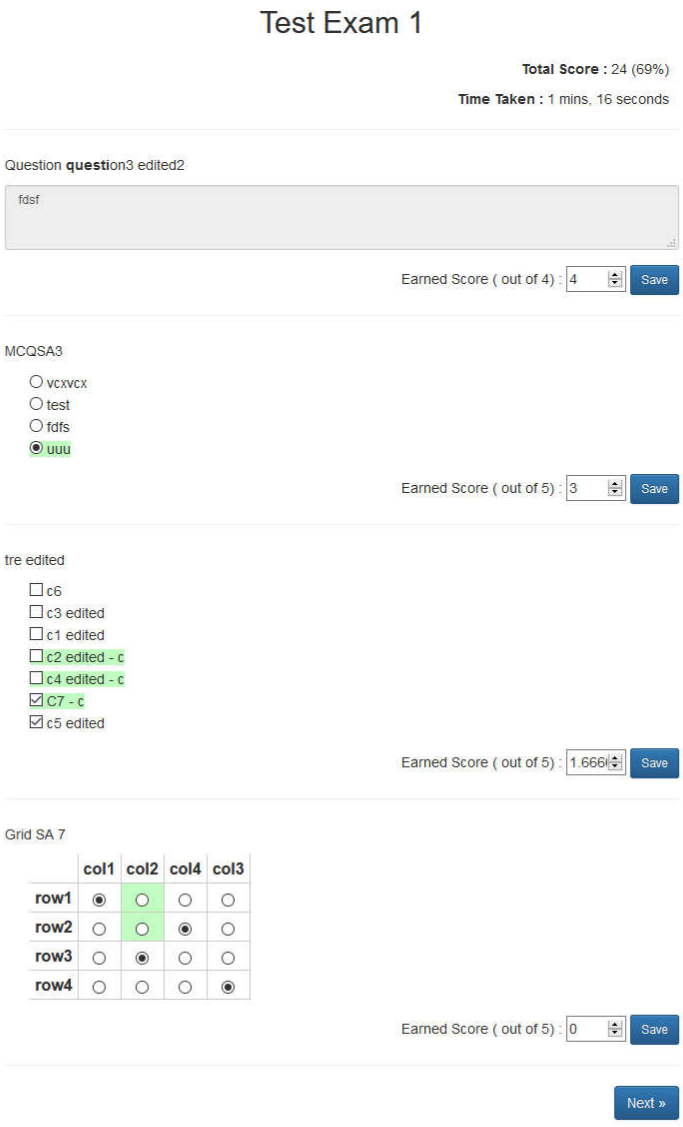
Exam submissions

Exam evaluation UI allows you to go through answers provided by applicant for each question.

MCQ & Grid questions are automatically evaluated, also their correct choices (as defined during question creation) are highlighted. You are however allowed to override automatically calculated scores for MCQ/Grid questions.

Other types of questions' answers should be manually evaluated.

For each question (re: MCQ/Grid only if needed) you can add/change score and click [Save] button. Total score and percentage is automatically calculated.

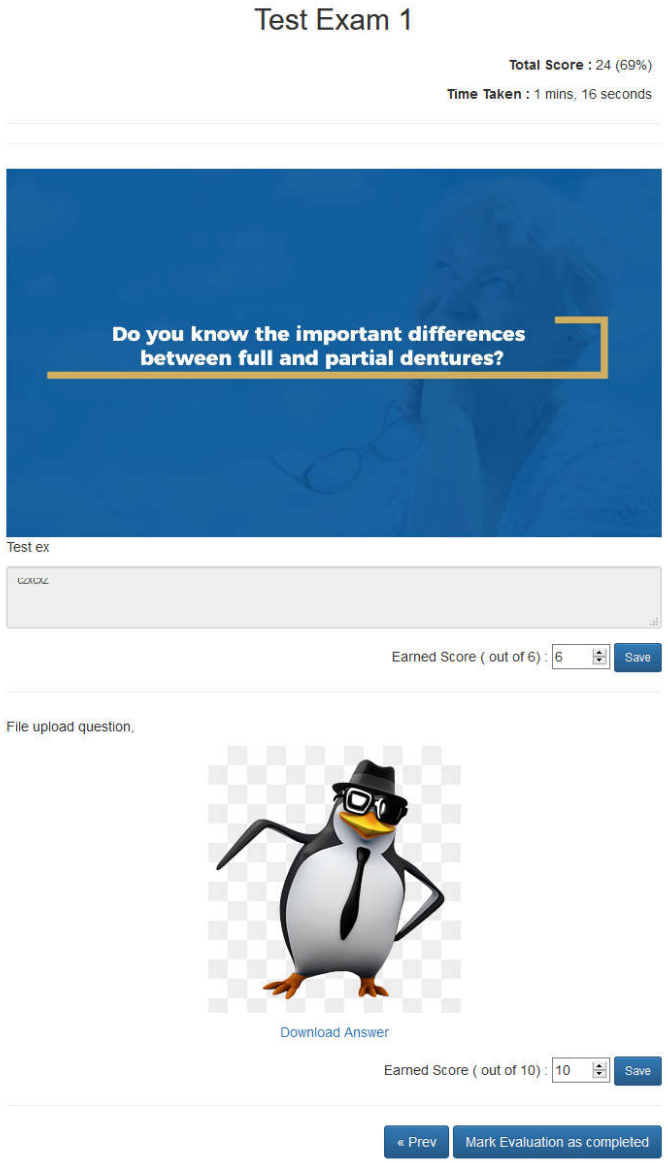


Exam submissions

It is possible to navigate across section as similar to applicants.

Answers for file upload questions are, given with download options. If in case the uploaded answer is a web supported image (jpg,png,gif) then a preview of image will also be shown.

There will be a button titled [Mark evaluation as Completed] at the last section of the exam, which you can click to specify that evaluation is completed.



Further information needed for continuation (As identified so far)

How and where to assign other users (managers etc) to exams or exam submissions for evaluation ?

How exam submission state changes affect application state ?

Exam scheduling , allowing to completed within giving time frame (for example 1 week) or define an exact date/time

Any other limitations on exams

Application text changes

Need of custom modules for applications