

Data Export

My Reports

Published Reports







> Report Types

Data Export

Select Report Filters

Filter Name Save Filter As

Advanced Filters

Type	Value	Delete
Organization Unit	EMS Institute >> College of Medicine;	
Session Name	International Session;	
Session Dates	All	
Sessions	11/16/2017 10:00 AM;	
Cases & Scenarios	Orange Chronic Indigestion;	
Evaluation Types	Performance Assessment; Post Encounter;	
Category Groups	All	
Competencies	All	
Categories	POST ENCOUNTER; Medical History; Communication Skills;	
Evaluator	All	
Learner Group	All	
Graduation Year	Undefined;	
Learner	All	
Score Type	Session;	

Export Score
Show Data

1. Select your Search filters:

- Click the **Export Score** button to generate scores when there are more than 500 records, or to bypass displaying the data in the Data Grid below and go directly to the Export Score window.

OR

- Click the **Show Data** button to display the results in the Data Grid at the bottom of the page.

Export Scores

Export Scores ✕

To Export Scores to Excel, please select the Format Type, Style and the Fields & Columns to export the data to then click the Export button

Format Type

Case/Scenario Scores ▼

Style

Format 1 ▼

Preview Style

Select Fields / Columns

- Check All
- Organization Unit
- Course
- Session
- Learner ID
- Learner Name
- Case/Scenario Name
- Score
- Result (Pass/Fail)

Export

Export Scores ✕

To Export Scores to Excel, please select the Format Type, Style and the Fields & Columns to export the data to then click the Export button

Format Type

Case/Scenario Scores

Question Scores

Session Scores

Category Scores

Default Format

Case/Scenario Scores

Category Group

Learner Name
 Case/Scenario Name
 Score
 Result (Pass/Fail)

Export

Customize the file by selecting the **Format Type** and the **Style** from the drop-down lists. Click **Preview Style** to view your output in accordance with your selections.

The following table lists the Export Scores fields by format type:

Format Type	Format Numbers Available	Fields/Columns
Question Scores	Format 1	Case/Scenario Name
		Category Group Name
		Category Name
		Percent Score
		Competency Name
		Course

Format Type	Format Numbers Available	Fields/Columns
		Evaluator Name
		Learner ID
		Learner Name
		Organization Unit
		Question Text
		Response
		Score
		Session
		Max Score
		Case/Scenario Name
	Format 2/Format 3	Case/Scenario Name
		Category Group Name
		Category Name
		Competency Name
		Course
		Evaluator Name
		Learner ID
		Learner Name
		Organization Unit
		Response
		Score
		Session

Format Type	Format Numbers Available	Fields/Columns
	Format 4	Course
		Evaluator Name
		Learner ID
		Learner Name
		Organization Unit
		Score
		Percent Score
		Session
	Format 5	Case/Scenario Name
		Category Group Name
		Category Name
		Competency Name
		Course
		Evaluator Name
		Learner ID
		Organization Unit
		Question Text
		Response
		Session
	Format 6	Category Group Name
		Category Name
		Competency Name

Format Type	Format Numbers Available	Fields/Columns
		Course
		Evaluator Name
		Learner ID
		Organization Unit
		Question Text
		Response
		Session
	Format 7	Session
		Course
		Evaluator Name
		Learner ID
		Learner Name
		Organization Unit
		Score
		Mas Score
		Total Score
		Total Max Score
Session Scores	Formats 1 and 2	Case/Scenario Collection Name
		Course
		Learner ID
		Learner Name

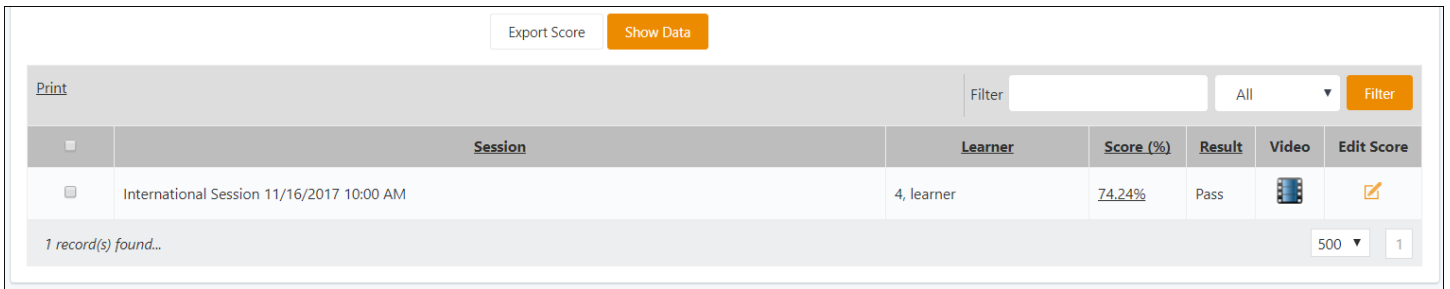
Format Type	Format Numbers Available	Fields/Columns
		Organization Unit
		Result (Pass/Fail)
		Score
		Session
*Category Scores	Format 1	Case/Scenario Name
		Category Name
		Percent Score
		Course
		Evaluator Name
		Learner ID
		Organization Unit
		Result (Pass/Fail)
		Score
		Session
		New Score
	Format 2	Case/Scenario Name
		Category Name
		Course
		Learner ID
		Learner Name
		Organization Unit
		Result (Pass/Fail)

Format Type	Format Numbers Available	Fields/Columns
		Score
		Session
Default	Form	All fields
Case/Scenario Scores	Formats 1 and 2	Case/Scenario Name
		Course
		Learner ID
		Learner Name
		Organization Unit
		Result (Pass/Fail)
		Score
		Session
Category Group	Format 1	Case/Scenario Name
		Category Group Name
		Course
		Learner ID
		Learner Name
		Organization Unit
		Score
		Session



*-Use this format to export raw scores.

Click the **Export** button after making your **Format Type** and **Style** selections. This exports the file to the Downloads folder on your PC.

Edit Score



The screenshot shows a web interface with a table. At the top, there are buttons for 'Export Score' and 'Show Data'. Below the table, it says '1 record(s) found...'. The table has columns for Session, Learner, Score (%), Result, Video, and Edit Score. The 'Edit Score' column contains a pencil icon.

Session	Learner	Score (%)	Result	Video	Edit Score
International Session 11/16/2017 10:00 AM	4, learner	74.24%	Pass		

The **Edit Score** icon appears at the end of a row of data (shown above). Click the checkbox to select a row of data and then click the **Edit Score** icon.

Edit Score ✕

To modify the generated score, enter the New Score, select Pass or Fail, add comments (if applicable) and then click **Save** to update the score.

Learner 4, learner

Session International Session 11/16/2017 10:00 AM

New Score

Current Score 74.24%

Pass/Fail

Current Result Pass

Comments

Save

Make any scoring changes, select pass or fail criteria, or enter comments as desired. Click **Save** to retain all updates.