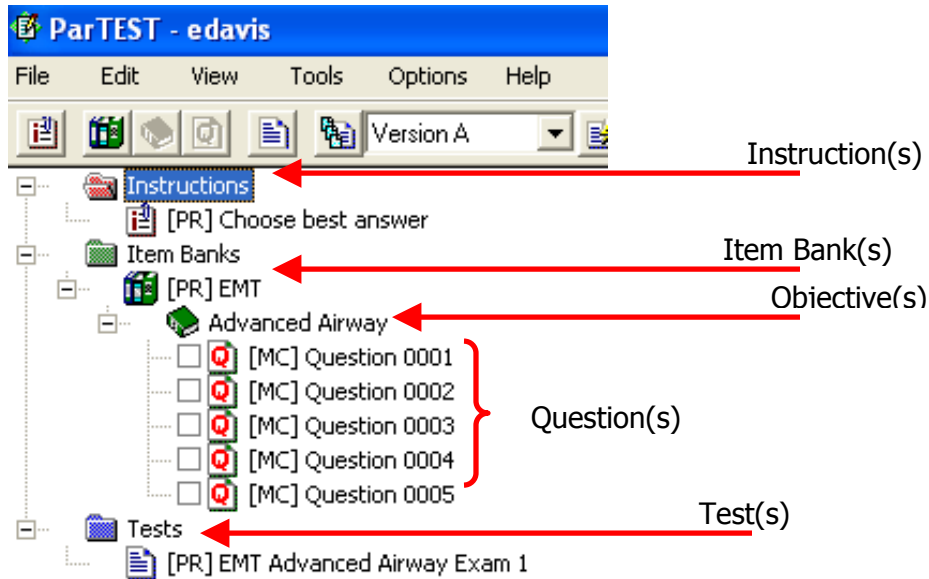
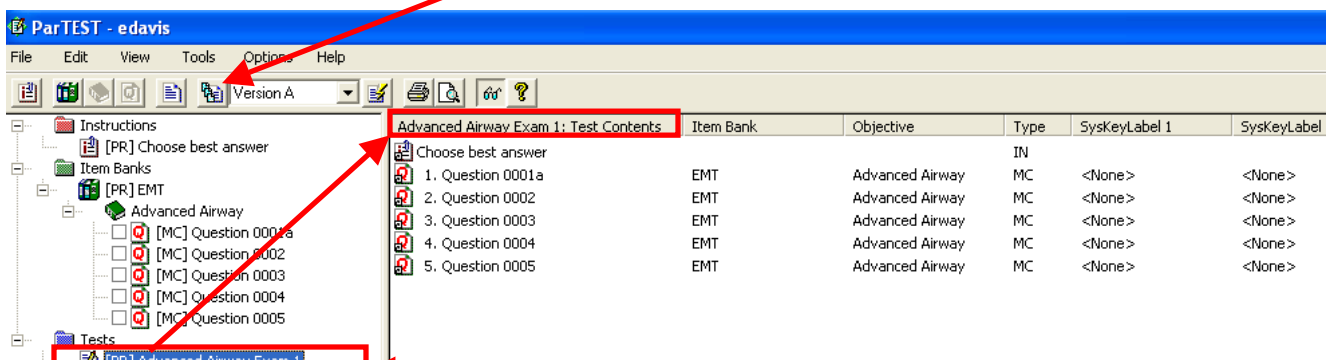


## How to edit question(s) that are on generated test(s) *Without an Archive of the original question*

### Quick Review:

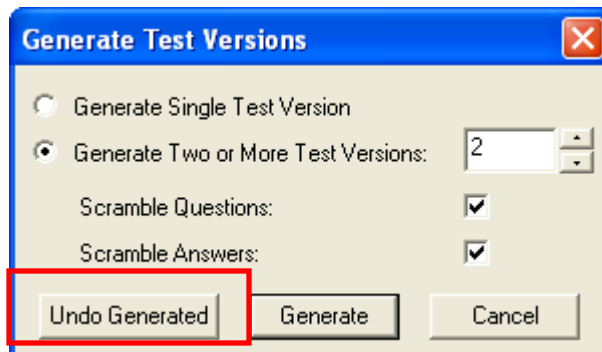


Ungenerate the test with the question that needs to be edited. Ensure that the test with the question has been chosen and is open then click the "ungenerate" button on the tool bar.

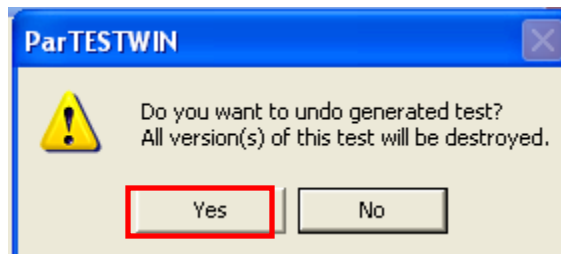


Test with the question to be changed should be open and show in the test assembly area (highlighted with a grey color as shown)

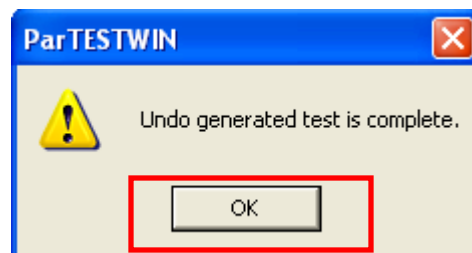
This box will appear, after you choose the "ungenerate" button. Click on "Undo Generated" button.



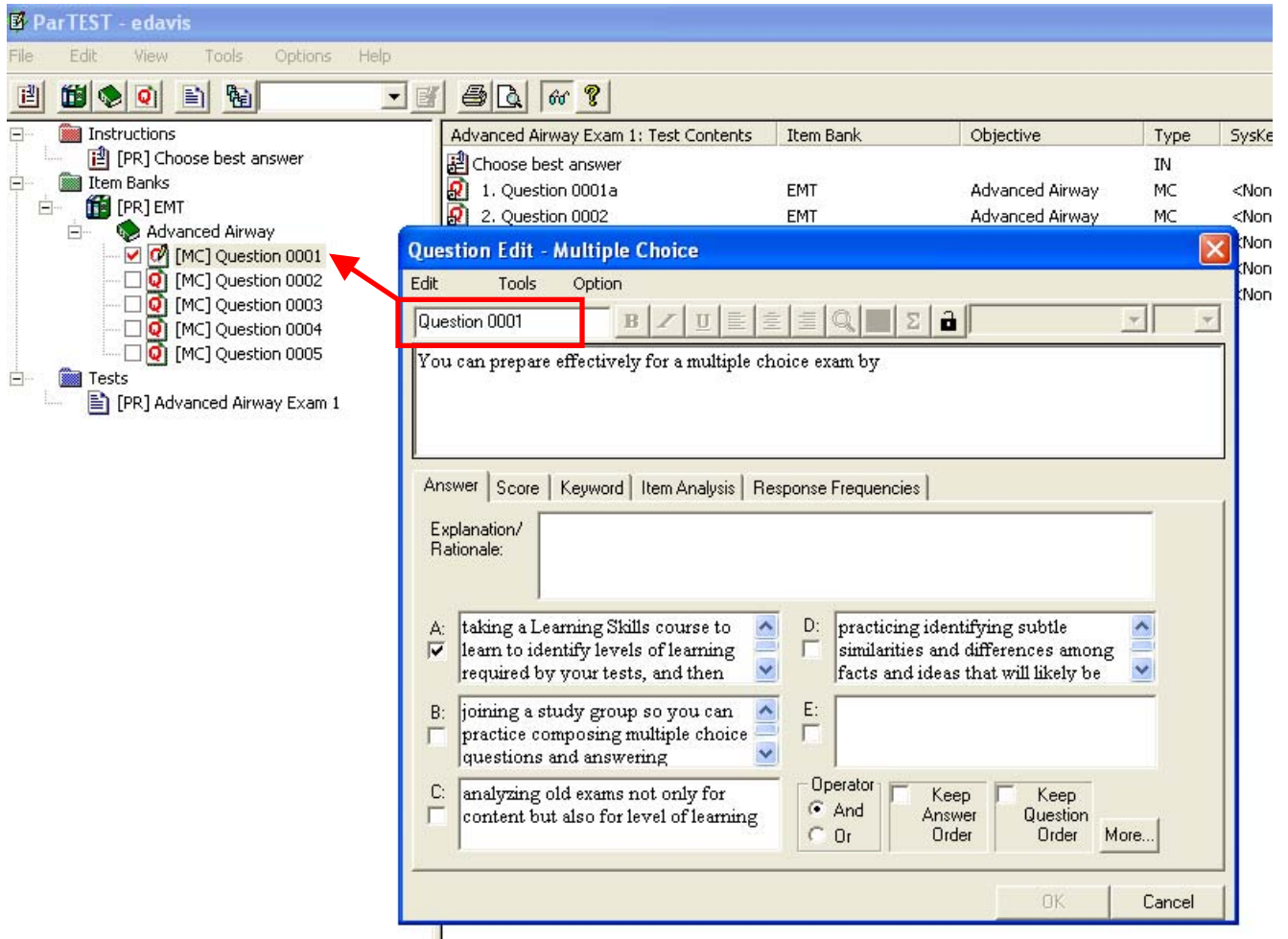
A window will appear asking if you want to undo generated test. It will alert you that ALL version(s) of the test will be destroyed. Click the "Yes" button.



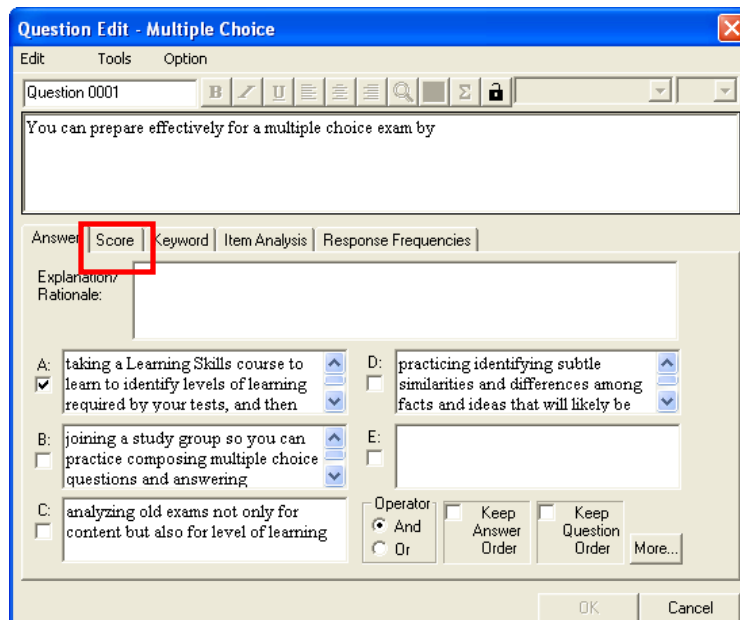
A window will now appear confirming the ungeneration. Click the "OK" button.



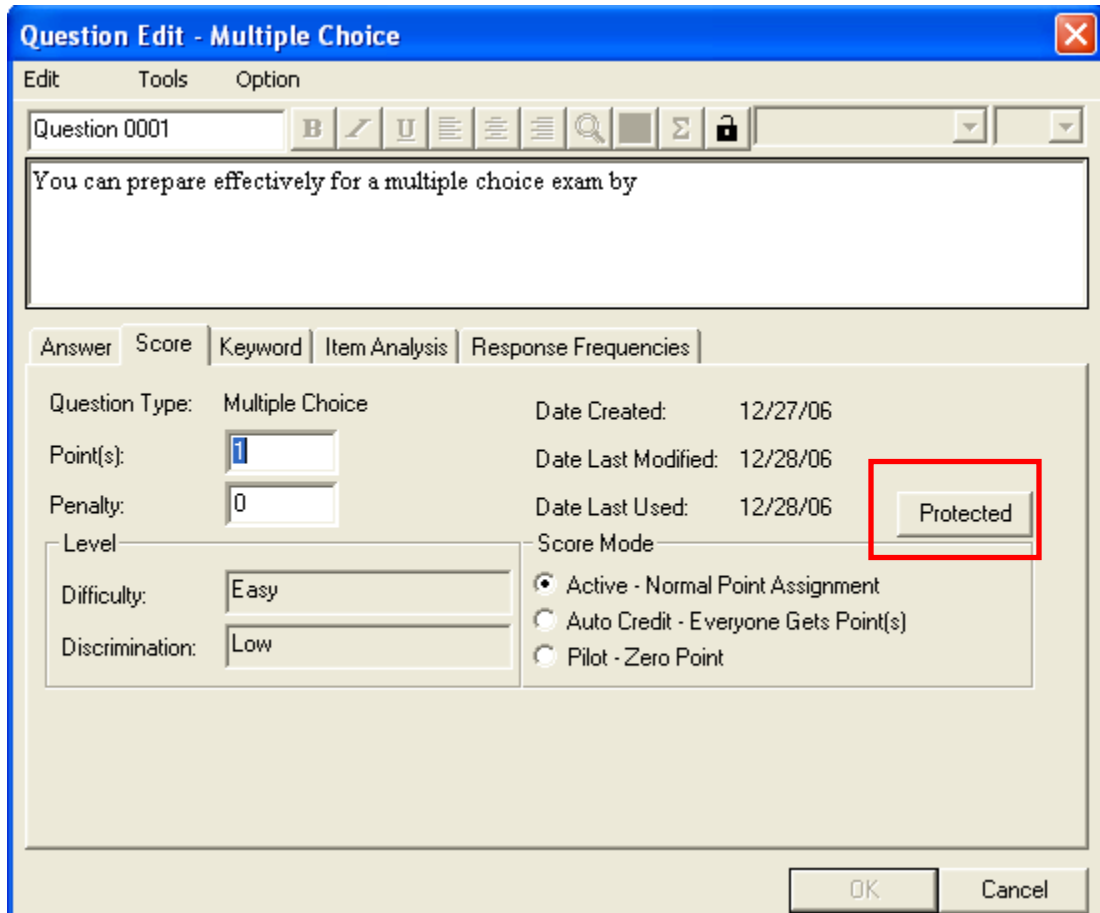
Double click the question to be edited. The question box will appear with that question.



In the question box, choose the "Score" tab.

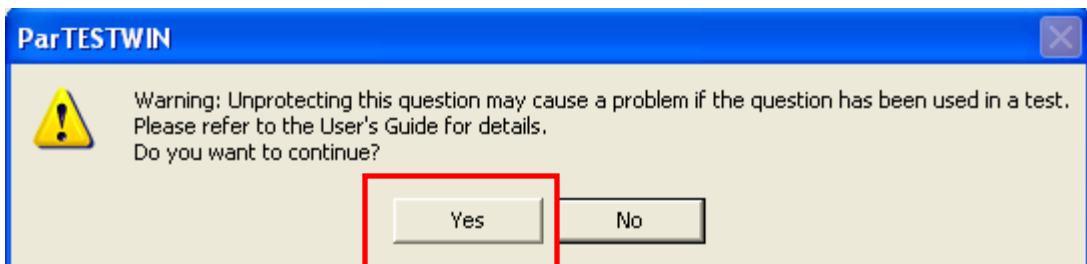


Click the "Protected" button for the question. This will unprotect the question so that the change can be made.

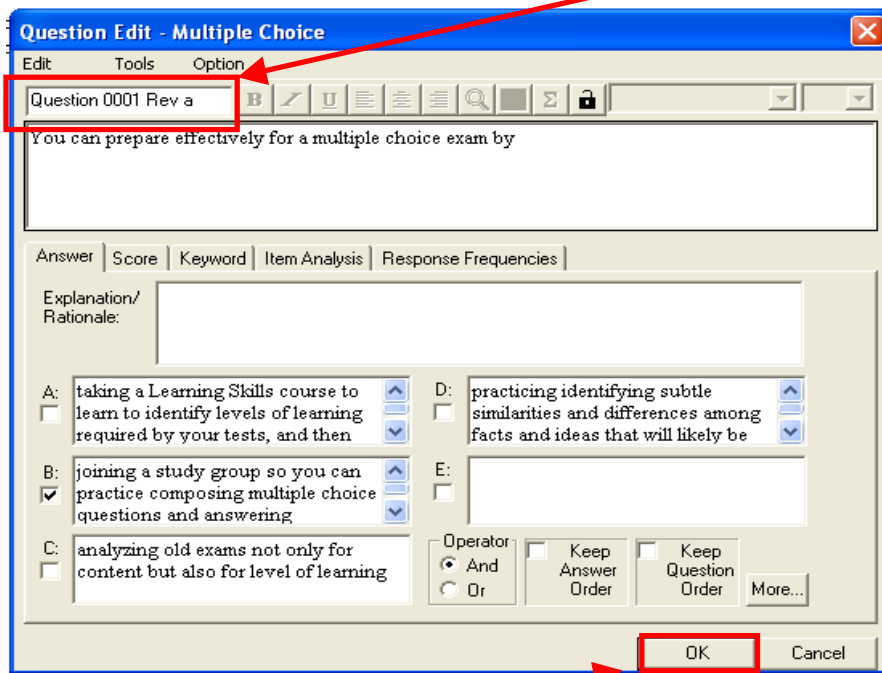


An alert from ParTESTWIN will warn you that unprotecting this question may cause a problem if the question has been used in a test.

Choose "Yes" to continue

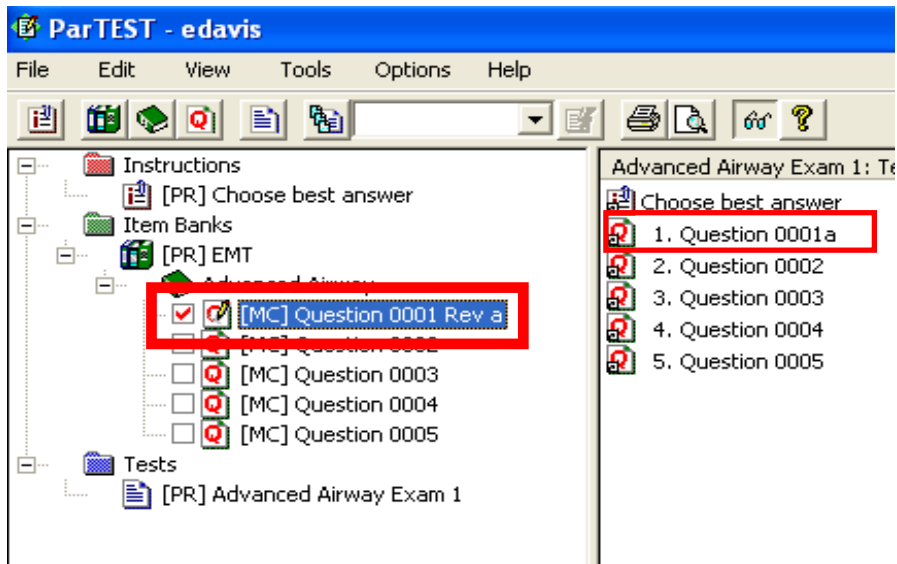


It is advisable to rename the Question with something that will indicate to your organization that this question has changed from the original. Example used below is adding a Rev a to the name.



Make needed change(s) and select "OK"

The changed/renamed question is now viewable.



Lastly, re-generate the test with the new/changed question.



ParTEST - edavis

File Edit View Tools Options Help

Advanced Airway Exam 1: Test Contents

	Item Bank	Objective	Type	Sy:
Choose best answer			IN	
1. Question 001a	EMT	Advanced Airway	MC	<A
2. Question 0002	EMT	Advanced Airway	MC	<A
3. Question 0003	EMT	Advanced Airway	MC	<A
4. Question 0004	EMT	Advanced Airway	MC	<A
5. Question 0005	EMT	Advanced Airway	MC	<A

Generate Test Versions

Generate Single Test Version

Generate Two or More Test Versions: 2

Scramble Questions:

Scramble Answers:

Undo Generated Generate Cancel

There will be a confirmation that the Test generation is complete. Click "OK".

