


Instructions for capturing student responses

When you wish to capture student responses there are a number of steps that you have to take within Causeway to enable this to happen.

Step 1

When editing a package ensure that the User Details Element is located on the opening page of your package.

Drag the User Details element on to you opening page. Press Save.

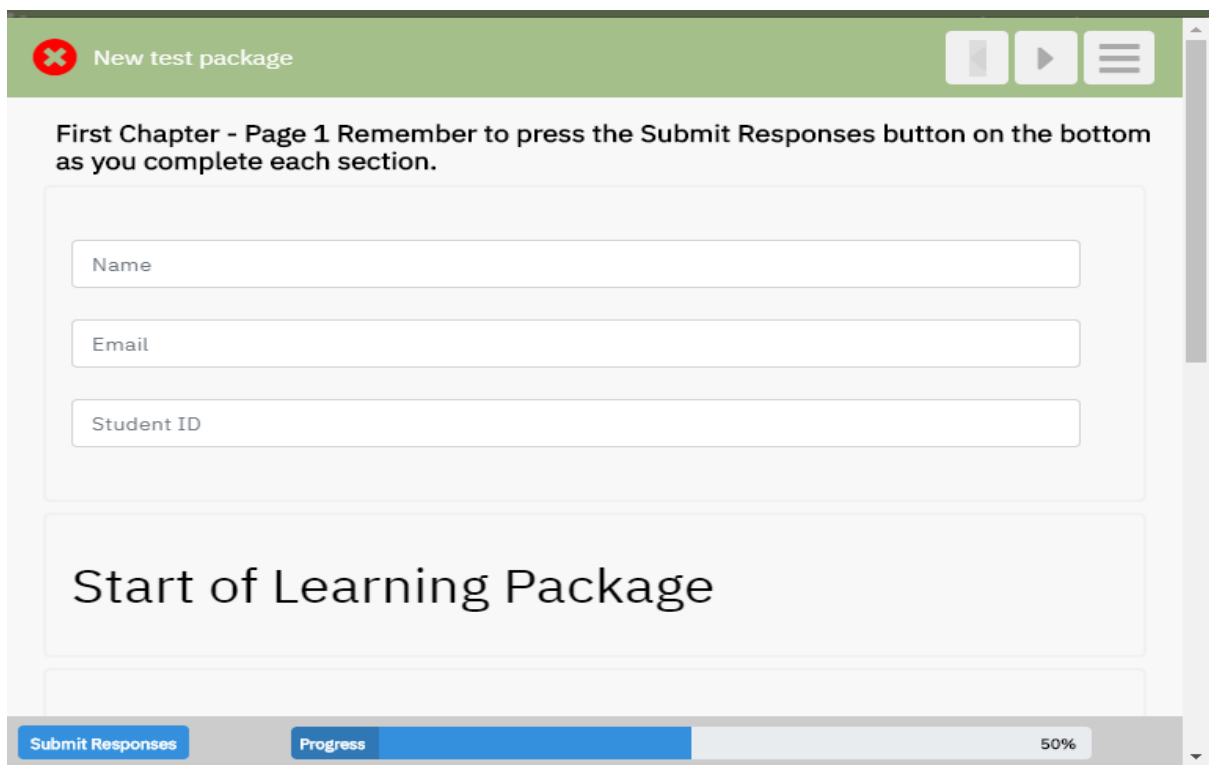
Using the  icon drag the User Details element to the top of the page. When it is correctly position press Save.

You can view the layout with preview to see what it looks like.

Step 2

Edit the title of the first page to include instructions to your students to press the Submit Responses button on the bottom left when they complete each section.

This will ensure that student responses are stored for later downloading.



New test package

First Chapter - Page 1 Remember to press the Submit Responses button on the bottom as you complete each section.

Name

Email

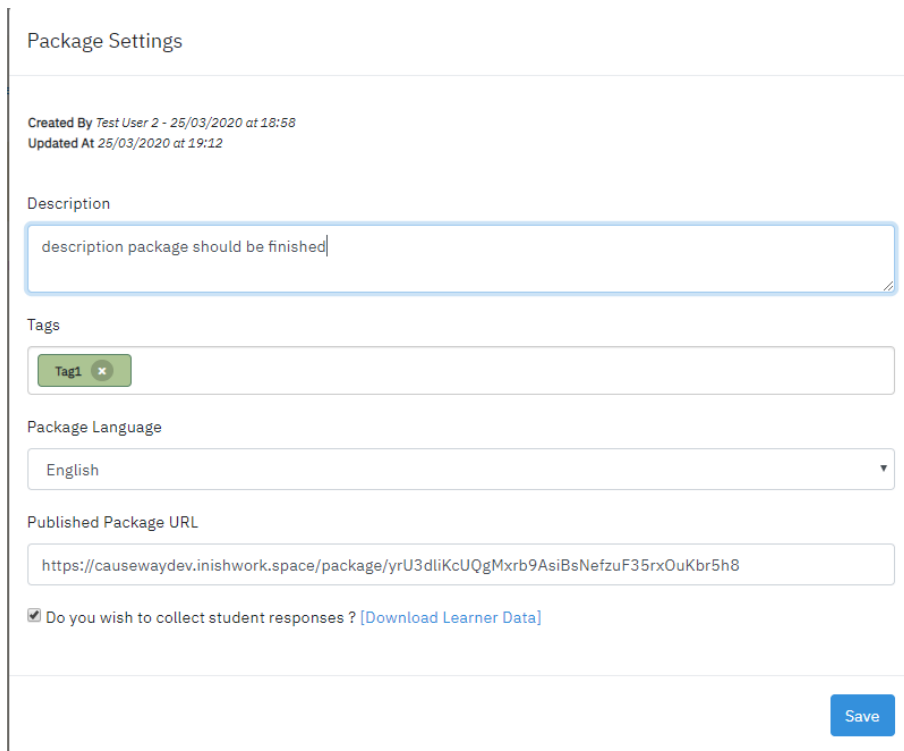
Student ID

Start of Learning Package

Submit Responses Progress 50%

Step 3

Having completed Step 2 click on Package settings. At the foot of the page. Click on the check box. Do you wish to collect student responses? Press Save.



Package Settings

Created By Test User 2 - 25/03/2020 at 18:58
Updated At 25/03/2020 at 19:12

Description

description package should be finished

Tags

Tag1

Package Language

English

Published Package URL

<https://causewaydev.inishwork.space/package/yrU3dliKcUQgMxrb9AsiBsNefzuF35rxOuKbr5h8>

Do you wish to collect student responses ? [\[Download Learner Data\]](#)

Save

Step 4

If you have not already done so set the status of your package to Published. i.e. Click on the status tab and select published. Press Save.

Step 5

Return to Package Settings. The URL of your published package is displayed below. If you click on this it will launch the published Package. Copy the URL

This URL can be pasted into an email which can be circulated to your students

Or pasted into another web page

Or into a moodle site.

The site is now Live. As students use your live package their responses will be stored in an excel spreadsheet.

Step 6

As students complete the package the icon beside the show button will display a number within the icon. This represents the number of students who have completed the package.

You can download the spreadsheet of student responses to your local computer.

This can be achieved by clicking on the package settings tab on the edit screen.

At the foot of the page click on the Download Learner Data tab. (note: this only appears when student have saved their responses)

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Save

The excel spreadsheet is downloaded and can be opened.

Note: The spreadsheet will contain a line for each student completing the package and a column for each response required in the package i.e.

- Date Completed
- Unique String
- Name of Student
- Email Address
- Student ID
- In element order
- The full text response to an open question
- The profile of the MCQ check boxes selected by the student

the correct responses profile for the MCQ is displayed at the head of the column)

i.e. In an MCQ with 4 possible answers if the correct answers are 2 &3 then 0110 is displayed. If a student selects 1&2 then this is recorded as 1100