

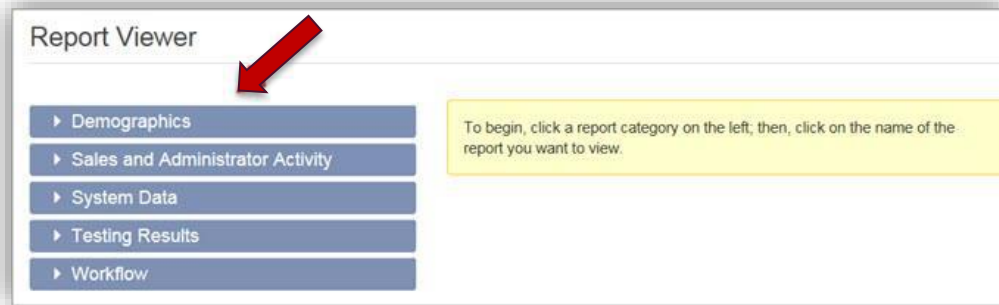


Using the PAN System

ACCESSING RESULTS VIA DATA EXPORT

Updated: April 16, 2017

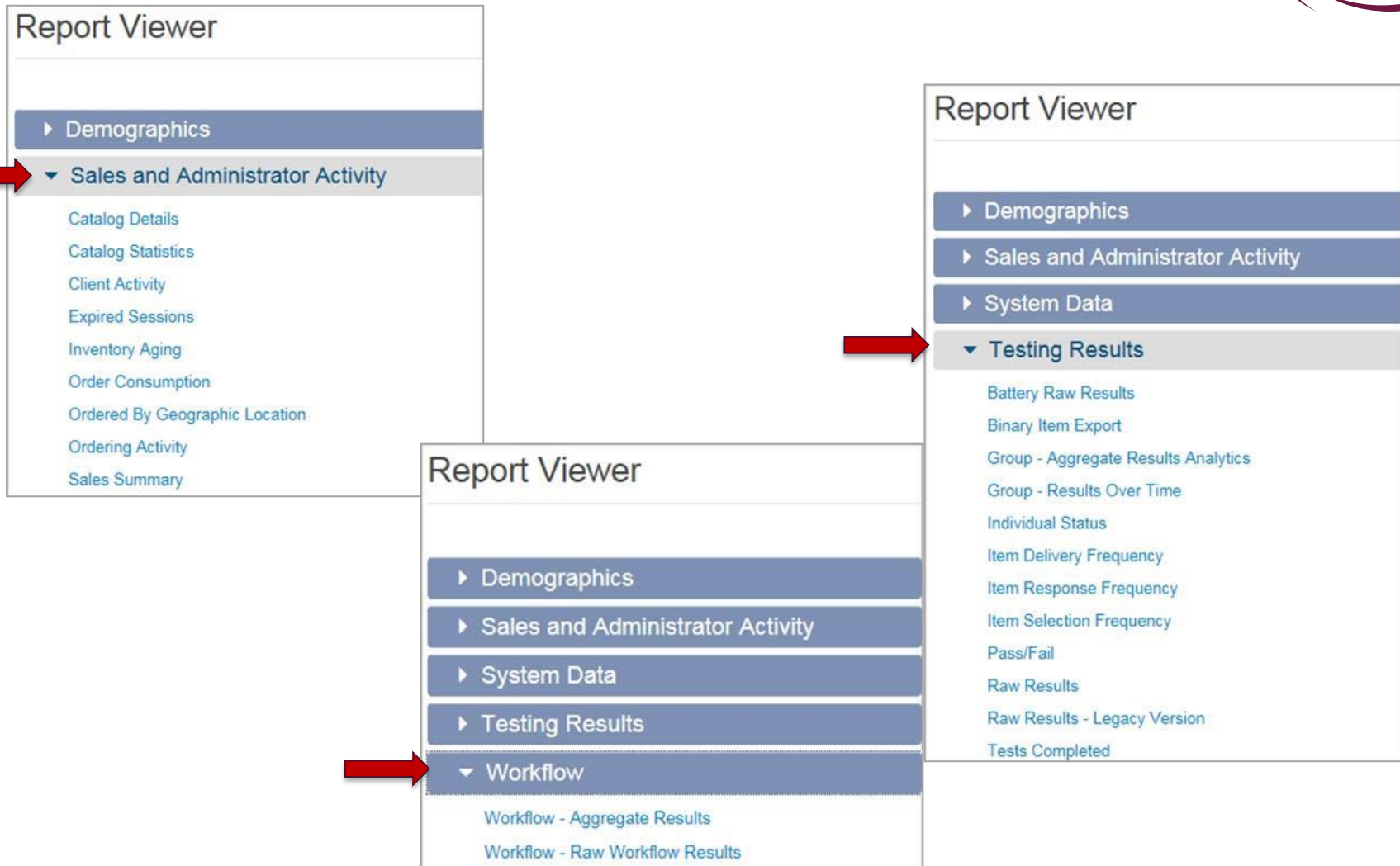
Report Options: System Data & Demographics



To export “Testing Results” data

1. To begin, select “Data Exports: Under the “Results tab
2. The “Report Viewer” screen shows the 5 report category options.
3. Each of the category options can be expanded to show the available report options.

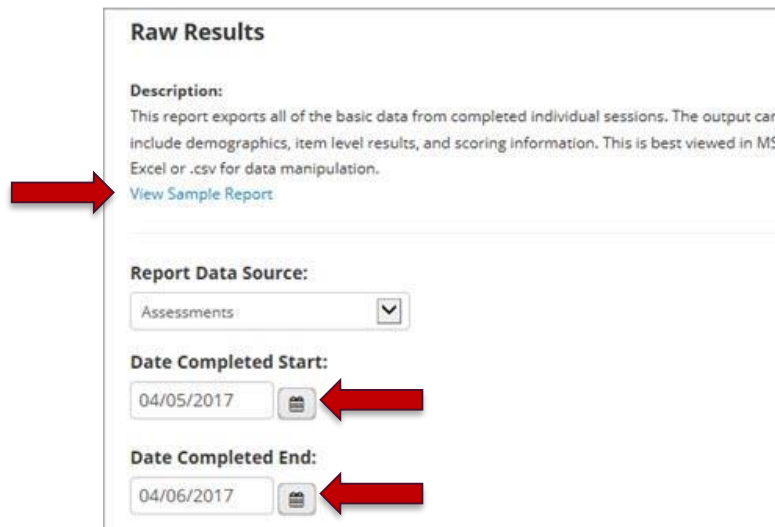
Report Options: Sales/administrator Activity/ Workflow/ Testing Results



Testing Results: Raw Results Report



4. To create a data report, select "Testing Results" and then "Raw Results"
5. Review the report description and "View Sample Report," if desired
6. Enter the details for the report you want to create
 - The "Start" and "End" assessment completion dates



Testing Results: Raw Results Report



Choose an Assessment or Form:
4947 : Numerical Reasoning - MP ←

Select a Report:
Verify Ability Report (v2.0 RE) - Nu ←

Group (Optional):
(Optional Account Group)

First Name (Optional):

Last Name (Optional):

AlternateID (Optional):

Select Report Columns:

<input type="checkbox"/>	Select All
<input checked="" type="checkbox"/>	Test Details
<input type="checkbox"/>	Subject Details
<input type="checkbox"/>	Subject Custom Fields
<input type="checkbox"/>	Administrator Details

- Choose the desired "Assessment or Form"
- Choose the desired "Report"
- Select the "Group," and provide the "Name," and Alternate ID"- all optional
- Select the items you want to show on the report in the "Report Columns" section (scroll down to view all options)

Testing Results: Raw Results Report



The screenshot shows a web interface for generating a report. It contains three main sections: "Language:", "Select Versions (Optional):", and "Format:". The "Language:" section has a dropdown menu with "English" selected and a red arrow pointing to the dropdown arrow. The "Select Versions (Optional):" section has a "--" placeholder. The "Format:" section has a dropdown menu with "Adobe (PDF)" selected and a red arrow pointing to the dropdown arrow. At the bottom, there is a green "View Report" button with a red arrow pointing to it.

- Select the desired report “Language” from the dropdown menu
- Select the desired report “Format.” Refer to the “Description” at the top of the page for the recommended report format. (Excel works best for most reports.)
- Click “View Report”



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QUESTIONS?

Contact Your PAN Account Representative