

Build tests better.

We've helped test and certify millions of people
in thousands of organizations.

Standard

Testing & Certification Platform



Administer custom branded tests or certifications that allow users to login, access content and take or optionally purchase tests.

Minimum Annual Commitment

- 500 (or greater) Tests, Exams, or Surveys Taken
- 3,000 Lessons Provided at No Additional Cost

Authoring

- Comprehensive question formats
 - Display options
- Scoring variants in unlimited quantities

Certification

- Custom "mail merged" certificates triggered upon completion or a passing score.

Integrated Learning

- Upload content for program and course pages within the testing experience.

Reporting and Analytics

- World class reporting
 - Analytics
 - Exception reporting
- Predictive testing integrity analysis

Enterprise

Light LMS Solution



Build, manage, administer and deliver high stakes tests to diversely distributed audiences of test takers.

Minimum Annual Commitment

- 3,000 (or greater) Tests, Exams, or Surveys Taken
- Unlimited Lessons Provided at No Additional Cost

All the features of our professional platform:

- Authoring
- Certification
- Integrated Learning
- Reporting and Analytics

Proctoring

- Works with all in-house or third party, remote proctoring services.

Uptime & Security

- 99.99% guaranteed uptime SLA and complete control of data access by users and managers.

APIs and Single Sign-on

- Seamless integration with existing enterprise applications and back end systems.

Language Support

- 26 different language and country settings.

FULL FEATURE LIST

USER - BASIC FEATURES	INCLUDED
Unlimited number of users allowed per private test.com account website	✓
Unlimited expandable custom user data fields	✓
Unlimited user group membership	✓
My Account feature so users can access their account information, history and certificates (unless administrator restricted)	✓
User default language, country and time-zone (individually, or limit by group membership)	✓

USER – CREATION OPTIONS	INCLUDED
Individually or bulk loaded by administrators	✓
Self-created with or without a secure passcode	✓
Optional integration with your existing systems (web portals, LMS, HR,...) using XML, web services or FTP data transfer	✓

USER – NAVIGATION OPTIONS	INCLUDED
Adaptive graphical portal style interface with informational dashboard	✓
User experience controlled by administrators	✓
Content optionally organized by folder, programs, or courses	✓
Content find filter and search	✓
Optional main menus to restart, retake and find required content to take	✓

USER – ADMINISTRATOR ADVANCED FEATURES	INCLUDED
Override test/content taken limits (temporarily or permanently)	✓
Override test cost to take (if charging to take tests)	✓
Bulk user email (with mail merge like functionality)	✓
Bulk user deactivate	✓
Manual essay scoring wizard	✓
Limit user system access (by time of day/weekend, referring site and IP address)	✓
Individual (or bulk) test re-score and resend test email pass/fail notices, certificates, results and all other notices	✓

USER – MANAGEMENT REPORTING	INCLUDED
Filter data criteria including user custom fields and group membership	✓
Exception based reporting for required tests to take, past due tests, completed tests/content	✓
Data exports to Excel, PDF, and delimited files	✓
Automated data transfer to your existing systems (using web services, FTP and SFTP)	✓

TESTS, LESSONS AND OTHER CONTENT – TYPES SUPPORTED	INCLUDED
Tests (with single list of questions or unlimited question banks [and sections of questions])	✓
Exams (like tests but have individually scored sections)	✓
Surveys (like a test but not scored)	✓
Lessons	✓
Programs/Courses (unlimited grouping of Tests, Exams, Surveys, and Lessons)	✓

TESTS, LESSONS AND OTHER CONTENT – BASIC FEATURES	INCLUDED
Unlimited number of tests/lessons/content allowed per private test.com account website	✓
Unlimited number of questions/lesson pages allowed per private test.com account website	✓
Activate, deactivate and hide logic flags (used to make content available for taking)	✓
Control access to tests/content based on content that has been assigned to a user to take	NEW
Control access to tests/content based on user group membership	✓
Custom control of display sort orders in choose to take navigation lists shown to users	✓
Copy and duplicate tests/content	✓
Duplicate and auto translate content into 22 other languages	✓
Time limits while taking	✓
Prerequisites based on other content either successfully completed or passed (within an optional time period window)	✓
Override system display messaging, navigation buttons, page titles, page headers on the before taking, while taking and finished taking pages	✓
Optionally control the user experience based on user group membership (used to control what different user are able to see and/or access based on their group membership)	✓

TESTS AND CONTENT – TAKING OPTIONS	INCLUDED
Individually control number of questions displayed on a page	✓
Optional controls for back button usage and the skipping of questions	✓
Options to allow test taker to stop and restart taking a test, with or without a stop taking button, limit restart frequency by number of occurrences and/or within an optional time period window	✓
Option to allow a test taker to finish taking a test without answering all the questions and scoring those unanswered questions as incorrect	✓
Limit retakes individually by successful, unsuccessful, pass and/or fail counters within an optional time period window	✓
Limit retakes with individual first retake and/or subsequent retakes after a 'cooling off' period of time	✓
Optional displays for the display of an elapsed timer, progress bar, calculator, custom question hints, custom question and/or question bookmarking	✓
Individually customized instructions and/or help pages	✓
Option to enforce a Minimum Time Frame while taking content, for example to track hourly credits and force a user to spend a minimum amount of time taking certain content before being awarded credits or certification	✓

Optional smart pull down panels to display media, additional instructions or help while taking a test	✓
Optional user authentication upon test/content start using Challenge and Verification questions	✓

TESTS AND CONTENT – QUESTIONS OPTIONS	INCLUDED
Question types including: multiple choice, multiple answer, likert, fill in the blank, essay, matching, pull down lists, drag and drops, sort ordering	✓
Question display options: automatically formatted, plain text, rich text, equation formula builder, symbol editor, rendered HTML, mixed custom images, mixed video/sound, custom JAVA controls	✓
Easily add images, documents, videos and audio clips to questions using test.com's Advanced Express Media Library Display feature	✓
Question scoring method options: variable question values, partial credit, all or nothing, credit with deductions, no score, extra credit, optional no answer	✓
Special scoring for essay and short answer question types: automatically using keywords/phrases/concepts and manual with administrator scoring wizard workflow	✓
Duplicate, copy and paste selected groups of questions across different tests and sections	✓
Bulk load questions	✓
Reorder, deactivate, delete and hide questions	✓
Optional customized instructions, hints, references and explanations/rationales	✓
Optional possible answers randomization by: all answers, all except last answer, all except last 2 answers	✓
Questions can be grouped in tests using sections in one test or questions across sections in different tests can be categorized across three different independent custom hierarchical categories	✓
Store multiple versions of similar questions, track replacement questions and option to identify your questions with a custom lookup code so questions can be linked with other software packages or for reporting	✓
Formatting and media used in a question to display differently if taken online, or in printed versions or used in the display of results	✓

TESTS AND CONTENT – QUESTIONS RANDOMIZATION OPTIONS	INCLUDED
Optional limit by maximum question counts	✓
Optional automatic or manual override settings to balance included questions by various difficulty levels	✓
Force question inclusion specifying question anchor types: force at start of test, force at end of test, or allow anywhere in a test	✓
Optional control randomization/question counts individually by sub groups of questions within test sections	✓
Optional randomize possible answers (with selective overrides and the handling of "all of the above" type of questions)	✓
For retakes, option to not the repeat already answered or correctly answered questions within an optional time period window	✓

TESTS AND CONTENT – SCENARIO OPTIONS	INCLUDED
Associate scenarios with one or more questions	✓
Scenario display options: automatically formatted, plain text, rich text, equation formula builder, symbol editor, rendered HTML, mixed custom images, mixed video/sound, custom JAVA controls	✓

Easily add images, documents, videos and audio clips to scenarios using test.com's Advanced Express Media Library Display feature	✓
Automatically display scenario prior to each question on an interactive drop down panel, option to redisplay in full or partially for additional questions that use the same scenario	✓
When randomizing questions, option to force questions with the same scenario to be grouped together and/or balance questions counts	✓
Store multiple versions of the scenario, scenario formatting and media used in a scenario to display differently if taken online, or in printed versions or used in the display of results	✓

LESSON PAGES	INCLUDED
Lesson page display options: automatically formatted, plain, rich text, equation formula builder, symbol editor, rendered HTML, mixed custom images, mixed video/sound, custom JAVA controls	✓
Easily add images, documents, videos and audio clips to lesson pages using test.com's Advanced Express Media Library Display feature	✓

PROGRAM AND COURSE TYPE OPTIONS	INCLUDED
Optional assessable period of time content access limit based on created dates or due dates	✓
Option to force program content to be taken in sequence	✓
Option to allow for electives and nested sets of electives that count for program completion	✓
Manages optional due date and due date notification	✓
Manages optional expiration date and expiration date notification	✓
Other uniquely controlled custom notifications for: created by, assigned by, completed, purchased, past due, reminder, and to be repeated	✓
Optional repeat frequency from either created or completed date	✓

NOTIFICATIONS AND RESULTS HANDLING	INCLUDED
Uniquely controlled results handing if recipient is the user, manager, test taker, proctor or administrator	✓
Ability to hide scores and generate customize messages based on passing threshold	✓
Email start taking notices, full results, partial results, or notices to any combination of the user, administrators in the user's user group, the user's manager(s) and/or hard coded email addresses	✓
Ability to fully customize all generated emails and on screen messages using plain text, rich text, HTML and/or graphics	✓
Differentiate results emails based on completion, passing or failing scores	✓
Customizable grading and scoring band capability that supports traditional grade assignments (A, B, C,...F) but also custom scoring levels (such as 'proficient', 'satisfactory'...) with levels definable by score ranges (custom labels and messages can be displayed in the results depending on what scoring level achieved)	✓
Built in optional proficiently and behavior testing results handling capability	✓
Hold overall scoring if any questions are set to be optionally manually scored (such as for essay questions)	✓
Generate a custom "mail merged" certificate in a printable PDF format attached to emails or available on screen, triggered upon completion or a passing score	✓

Customizable results available on screen to the user immediately after taking and/or optionally on user's My Account test taken history pages at a later date or on demand by the user	✓
Differentiate on screen results based on correct answers, incorrect answers, completion, passing or failing scores	✓
Control and/or hide selective questions, user's answers, and answer keys based on correct/incorrectness and/or completion/passing/failing scores	✓
Display optional question explanations (the rationale why a question answer is either correct/incorrect) by correct/incorrectness and/or completion/passing/failing scores	✓
If using test sections, display a customizable section summary table detailing sub scores by section, including optional bar chart options	✓
Option to display customizable user score placement data including percentile, average score, median scores, and elapsed times taken based on the population of user who have taken the test in the past configurable by an administrator (can be hidden from users and only made available to administrators, data can also be included in reporting and results emails)	✓
Option to display question configurable results at the end of the test and/or after each question (or page of questions) while the test is being taken	✓
Automatically assign and un-assign users to security groups based completing, passing, failing, and/or question answers (branching)	✓

CUSTOM CERTIFICATES	INCLUDED
Custom looking certificates can be delivered to you users upon successful completion of tests, content and programs/courses by way of PDF email attachments and online display	✓
Certificates are stored indefinitely in your test.com system and can be optionally made available to users even after a test or content has been completed	✓
An unlimited number of certificate templates can be created. Using these templates, administrators can customize certificates to look and feel like certificates you may use today	✓
Certificate templates can be customized using plain text, rich text or HTML to include your borders, your images and/or your graphics	✓
Easily add graphics including logos, backgrounds, seals and signature scans to certificate templates using test.com's Advanced Express Media Library Display feature	✓
All international paper sizes and orientations are supported	✓
Over 50 mail merge like codes can be included in certificates to add user, content and test taken information	✓
Administrators have full control of information/graphic placement, sizes, text, colors and alignment	✓
Certificate templates are reusable, can be duplicated and/or deactivated	✓

CHARGING USERS TO TAKE CONTENT (OPTIONAL)	INCLUDED
Built in integration with PayPal (supports regular credit card purchases without using a PayPal account)	✓
Custom integration with existing shopping carts using web services	✓
Selectable number of days window content can be taken after purchase	✓
Optional purchase content retake features to include allowing a test taker to purchase "X" occurrences of one test for one price, no cost for all retakes, or alternate cost for retakes	✓
Override costs/charges by individual user and/or user group membership	✓
Bundling of content into one chargeable purchase	✓

Optional coupon, promotion, discount, and access codes so users buying content can make purchases at a lower cost or for free (feature supports extensive capabilities on how the codes are allowed to be used and limited)	✓
Optional manual purchase transaction entry feature used to apply a payment credit for a user who has made a payment outside of the application's automated features (such as if payment was made by check, wired funds or cash)(also used to give a user free credit to take specific content)	✓
Optional usage and administration of "points" (in user groups) instead of currencies like US Dollars (supports selling blocks of "X" number of tests to users in a group)	✓
Selectable currency based on user's or test's country setting	✓
Options to control the delivery (or make available) media used in content and tests prior to making payment or until after payment has been made	✓
Email notifications and receipts upon successful payment	✓

EMAIL TEMPLATES	INCLUDED
Custom looking emails can be automatically delivered to you users upon successful completion of tests, content and programs/courses in the form of a results, complete, pass or fail notice. As well as assigned to take notices, start taking notes, purchase receipts, to take reminders, past due notices and need to repeat notices.	UPDATED
Custom looking emails can be automatically triggered based on Password Help requests and new User Creation	NEW
An unlimited number of email templates can be created. Using these templates, administrators can customize emails	NEW
Email templates can be customized using plain text, rich text or HTML to include your borders, your images and/or your graphics.	NEW
Easily add graphics including logos, backgrounds, seals and signature scans to email templates using test.com's Advanced Express Media Library Display feature	NEW
Over 50 mail merge like codes can be included in emails to add user, content and test taken information	NEW
Administrators have full control of information/graphic placement, sizes, text, colors and alignment	NEW
Email templates are reusable, can be duplicated and/or deactivated	✓

REPORTING	INCLUDED
Filterable quick reports that display tests/content currently being taken and previously taken	✓
Filterable individual or all taken reports in a variety of formats: on screen, PDF, Excel/spreadsheet, Word/word-processor, delimited for export	✓
Filterable tests/content statistical reporting suite in a variety of formats: on screen, PDF, Excel/spreadsheet, Word/word-processor, delimited for export	✓
Filterable tests/content item analytics reporting suite in a variety of formats: on screen, PDF, Excel/spreadsheet, Word/word-processor, delimited for export	✓
Exception user reporting based on user group membership	✓
Required to take tests/content based on either variable number of days since user hire date, recurring on user anniversary date, or content taken on anniversary	✓
Background report building engine that saves built report indefinitely for future downloading	✓
Re-run reports based on previously selected saved criteria	✓
Filterable tests/content user purchase history	✓

MEDIA LIBRARY	INCLUDED
Unlimited number of media records allowed per private test.com account website	✓
Media record types included: images, video, documents, PDFs, flash, audio and embedded HTML code from other websites	✓
Automatic creation of thumbnail graphics for images, documents and video first frames	✓
Automatic handling of video/audio media progressive downloading or optional secure streaming using test.com's Advanced Express Media Library Display feature (with video playback compatible on all HTML5, Flash and non-Flash devices – like PCs, MACs, phones, iPads, and tablets)	✓
Integration with test.com's Advanced Express Media Library Display feature available where content, tests, questions, scenarios and lesson pages are edited. This easy-to-use feature gives administrators complete control how media is displayed/formatted in screen, in windows, optionally with thumbnails, or using the build-in video player and controlling navigation features in the player	✓
Control administrator access to media based on user group membership	✓
Optional image and video file converter that converts old non browser compatible file formats to standard compatible formats during the file upload process	✓
Optional language and country support management (example: if an English video is utilized in a test, the test.com application can automatically select its French version for the French version of the test)	✓
Optional media link expiration time limit feature (prevents a test taker from accessing media after a test has been taken or lesson delivered)	✓
Optional integration with Amazon's Global CloudFront network	✓

PROCTORING FOR HIGH STAKING TESTING (OPTIONAL)	INCLUDED
Content/Test unlock by a proctor associated with a group of users	✓
Large audience/classroom content unlock based on user group membership	✓
Optional support for third party proctoring services	✓
Optional control to allow printing tests to be taken off line	✓
Optional control to allow editing of user records	✓

SITE SETTINGS	INCLUDED
Customizable look and feel settings, so the entire site can match the appearance of any customer's website, brand or optional sub-brand based on user group membership settings	✓
URL builder to auto navigate users to test/content and trigger events	✓
Override system menus, page titles, page headers using plain text, rich text, rendered HTML, or easily add images, documents, videos and audio clips using test.com's Advanced Express Media Library Display feature	✓
Override system log in page and optional new user self add page using plain text, rich text, rendered HTML, or easily add images, documents, videos and audio clips using test.com's Advanced Express Media Library Display feature	✓
Optional Password help on the log in page that will email the user password reset token that expires in 24 hours	UPDATED
Override all look and feel settings	✓

Override default system SMTP gateways to use your mail servers so all automated generated emails (such as for: results, pass/fail notices, invites, reminders, etc...) appear as if they are coming directly from you instead of test.com directly. Using this feature greatly minimizes the chances the emails being received will not be blocked by SPAM filters	✓
Optionally add your own CCS and custom java script functions	✓

DATA STORAGE AND ARCHIVING	INCLUDED
User records and content taken stored forever (for no additional cost)	✓
Ability archive tests taken by deactivating users (individually or in bulk)	✓
Upload in bulk historical test records taken outside of test.com	✓

SECURITY	INCLUDED
Flexible user log in authentication preferences, display templates and wording choices	✓
Security roles set and managed by user group membership	✓
Variable roles to allow any combination of user, content, reporting and proctoring administration	✓
Additional variable sub-roles to limit viewing, editing or deleting information	✓
Automatically assign and un-assign users to security groups based on a time/date schedule	✓
Limit site access using IP ranges and/or referral address uniquely controlled by user group membership or site master defaults	✓
Built-in browser SSL support	✓
Limit site navigation while taking	✓

API (WEB BASED APPLICATION PROGRAMMING INTERFACE)	INCLUDED
Web services support to manage users and query results	✓
Single Sign-on optional feature to bypass login thus allowing users to log into your existing sites, those sites would pass the users into your test.com site without the need to log in (since they have already been authenticated in your sites)	✓
Optional triggers to send URL posts back your sites using name pair variables to pass backresults	✓

LOGS AND AUDITING	INCLUDED
User access log	✓
User information data change logs	✓
User group change logs	✓
Content and tests change logs	✓
Question, scenario and lesson page change logs	✓
Rescore and re-notice logs	✓
Bunk entry transaction logs	✓
Web services transaction logs	✓

COMPATIBILITY AND SYSTEM REQUIREMENTS	INCLUDED
Compatible with all standard internet browsers dating back to the early 1990's, therefore the test.com application can be utilized on most desktop computers, laptops, tablets and smart phones including iPhones, iPads, Android	✓
100% browsers based, no software or plugins to install	✓
Built in compatibility and troubleshooting detector	✓