



This PDF is generated from authoritative online content, and is provided for convenience only. This PDF cannot be used for legal purposes. For authoritative understanding of what is and is not supported, always use the online content. To copy code samples, always use the online content.

Performance DNA Administrator Guide

Ability to Reset Multiple User Tests

Ability to Reset Multiple User Tests

User Assessments can be reset in the **Reset Tests** page (this page needs to be added to the relevant job roles).

[illegible]

Assessments can be reset by group or for an individual. The Group names will appear at the left-hand side with the option of selecting the group or an individual within the group only.

The second column will then be populated with the titles of any assessments that have been taken. If this list is large you can apply a date filter by entering the date range.

Note: The date range needs to include the dates when the users have taken the assessments.

A free text filter can be used to search for a specific assessment by name. If you change any of the filtering criteria the list of assessments will update automatically.

Select the title of the assessment you wish to reset; multiple assessments can be selected at this stage if required. A third column will then appear showing the names of users who have taken the selected assessment, as shown in the following example:

SELECT TESTS

Select a group from the list then click on the measurements. This column shows tests that you can repeat on the selected time range. All tests in the right column have to be repeated on the dashboard to repeat the selected measurements on selected dates.

(On group selected)	Selected Tests	Group Name	Selected All
Group 1	Tests To 12/1/2012 12/31/2012 <input type="checkbox"/> Replicate <input type="checkbox"/> Clone	1 selected test for repeat Selected All <input type="checkbox"/> Testing Number (2,075 Hz)	<input type="checkbox"/> Selected all <input type="checkbox"/> Auditing Selected (2,075 Hz)

Select the names of any users you wish to reset then click the **Reset Selected Users** button. If there are a number of users shown you can use the filter to search for a particular user.