









**CACert Automated Training  
System  
(CATS)**

**Admin Handbook**

## CATS Admin Handbook

After you logged into the CATS Server you get the following screen:

| Logout                                      |                  | Help               |             | Info   |
|---|------------------|--------------------|-------------|--|
| Topics                                      | Statistics       | Tests              | Progress    |  |
| <b>Topics Overview</b>                      |                  |                    |             | <input type="button" value="create new topic"/>  |
| NAME  | NO. OF QUESTIONS | QUESTIONS PER TEST | REQUIREMENT |  |
| <a href="#">Assurer's challenge (EN)</a>    | 88               | 25                 | 80 %        |    |
| <a href="#">CAcert Assurer Prüfung (DE)</a> | 74               | 25                 | 80 %        |    |

With Topics you can choose the different challenges that are available.

With Statistics you can get the overview over the test results.

With Tests you can start the different challenges to try them out yourself.

With Progress you can see your own results and progress of the challenges that you have started.

Help points to the admin handbook pdf file.

Info give you info about your own settings

With create new topic you can create a new challenge

## Basic functions









With the toolbox you start the editing mode of the entry.

With the “arrows” you can change the state of the entry from activated to deactivated and vice versa.

With the red cross you delete the entry without the chance to recover it.

## Editing a challenge

| Logout   |   | Help             |  | Info  |
|--|---|------------------|--|---|
| Topics   | Statistics  | Tests            | Progress   |   |
| <b>questions on this topic: Assurer's challenge (EN)</b> |   |                  |  | <input type="button" value="back to topic management"/> |
| ID   | QUESTION  | TYPE OF QUESTION |  |   |
| 1  | [1]An electronic signature is: (check 2)                                    | multiple choice  |    | <input type="button" value="new question"/>             |
|  | [2]A digital certificate is a cryptographic key, some information about the |                  |    |   |

With the back to topic management you go back to the challenge overview

With new question you can create a new question

With the icon buttons you can edit, activate/deactivate or delete the question.

## Creating a new question

The screenshot shows a form titled "Create question". It contains the following elements:

- topic**: A dropdown menu with the selected value "Assurer's challenge (EN)".
- type of question**: A dropdown menu with a blue bar indicating a selection.
- question**: A text input field.
- description**: A text input field with a checkbox to its left.
- save**: A button at the bottom right of the form.

At topic you choose the challenge into which the new question should go to.

You can currently choose four different types of questions:

- With **single selection** you can give an arbitrary number of answers, but only one answer can be correct. This is shown in the form of a set of "radio buttons".
- With **multiple choice** an arbitrary number of answers may be defined as correct, this is shown as a set of "checkboxes". As a hint you should usually give the number of correct questions in the question's text like "(Tick three)".
- **True / false** corresponds to single selection with the fixed answers "True" and "False". This answers are shown in the user interface language which the user selected, and not necessarily in the language of the challenge. Since this may confuse a user true / false questions should be avoided, use single selection instead.
- **Fill in the blanks** creates a cloze where several "blanks" must be filled with one of a given set of answers. This type is tricky to configure and has some quirks, please don't use it without a good reason.

At question you enter the question text shown to the user. As a convention to simplify question identification ("There's a typo in the german question 123") and translation, the question text with the question number in square brackets. For the english question use the ID which is shown after the question is saved. For translated questions it should be the ID of the corresponding english question.

With description you set the explaining text that is displayed to the user at the end of the test. You can use this to give more information, for example why the answer is indeed correct, or refer to more detailed information.

The tickbox enables saving of the description<sup>1</sup>.

The question definition can be saved by clicking "save".

<sup>1</sup> This is considered a bug (<https://bugs.cacert.org/view.php?id=1115>), the description should always be saved.

Then the answer section is displayed.

### Editing a question

| Logout              |            | Help  |          | Info                         |  |
|---------------------|------------|---|----------|------------------------------|--|
| Topics              | Statistics | Tests   | Progress |                              |  |
| details on question |            |   |          |                              |  |
| ID                  | :          | 1   |          |                              |  |
| topic               | :          | Assurer's challenge (EN)  |          |                              |  |
| type of question    | :          | multiple choice   |          |                              |  |
| question            | :          | [1]An electronic signature is: (check 2)                          |          |                              |  |
| description         | :          | <input type="checkbox"/>  |          |                              |  |
|                     |            |   |          | <a href="#">save changes</a> |  |
| details of answers  |            |   |          |                              |  |
|                     |            | under most signature laws, a digitized hand writing attached to a |          |                              |  |
|                     |            | under most signature laws, a digital seal containing a hash value |          |                              |  |
|                     |            | a generic term used for different forms of signatures             |          |                              |  |
|                     |            | a signature created with a digital pen                            |          |                              |  |
|                     |            |   |          | <a href="#">edit answers</a> |  |

[back to topic management](#)  
[back to question management](#)

With the back to topic management you go back to the challenge overview

With back to question management you go back to the question overview.