

2018

Creating Assessments In MyDispense

Workbook 1 for
Monday 15th July 13.00 session
“Learn how to use MyDispense for assessment”

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Important

Make sure you access the AUSTRALIAN MyDispense instance on the workshops page.



Converting an exercise to an assessment

An exam question (assessment) starts life as a normal exercise, which is then converted to an assessment by *enabling assessments*.

To enable assessments, expand the assessment section and check the enabled option.



Assessment ?

Enable assessments: ?

Disabled

Enabled

The Assessment section will expand, showing you options for enabling Patient notes marking and Label marking.

Click on the checkbox Enable label marking.



Assessment ?

Enable assessments: ?

Disabled

Enabled

Enable Patient notes marking

i Counselling notes are not enabled. Counselling notes must be enabled to be marked

i professional notes are not enabled. Professional notes must be enabled to be marked

Label marking ?

Enable label marking

When the Enable label marking checkbox is activated the assessment panel expands again to show the cumulative marks section and the Label marks section.

Cumulative marks ?

Enable script type marking

Maximum mark (0.00 marks per medication)

Critical criteria

No-attempt penalty

Set label marks

i MS CONTIN 10mg Cr Tab total marks: 0.00
Total mark: 0

Enabling label marking allows you to set marking criteria for all of the elements that would normally be found on a dispensing label and prescription (plus a few other things), such as:

- Rx date
- Prescriber
- Patient
- Prescription type
- Medication

Marking criteria

You can set very granular marking criteria for many elements in a dispensing exercise. To make marking easier, the criteria are grouped into those elements that appear **in a number of places** and those that appear **only once per item**. The elements that appear a number of times are grouped under *Cumulative marks*. Those that appear for each item on the prescription are grouped under *Label marks*.

Each criterion appears as shown here. The checkbox enables the criterion to be marked, the first box allows the maximum mark to be set for the element. The Critical criteria checkbox allows you to flag that element as being of sufficient importance that the student could fail the entire question if they get this element wrong. The no attempt penalty allows negative marking for students missing elements out.

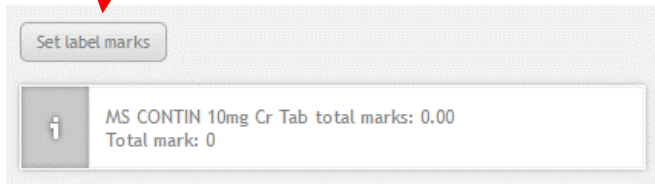
The full set of cumulative criteria are show here:

Note that a running total of the cumulative marks is shown at the bottom of the panel.

This panel shows a single marking criterion. It has a checked checkbox for 'Enable script date marking'. Below it is a text input field containing '0.00' and the label 'Maximum mark (0.00 marks per medication)'. There is also an unchecked checkbox for 'Critical criteria' and another text input field containing '0.00' with the label 'No-attempt penalty'.

This panel is titled 'Cumulative marks' and contains a list of marking criteria. Each criterion has a checked checkbox, a '0.00' input field, and a label. The criteria are: 'Enable script type marking', 'Enable script date marking', 'Enable doctor marking', and 'Enable patient marking'. Each of these has a 'Maximum mark (0.00 marks per medication)' label. There are also four unchecked 'Critical criteria' checkboxes, each with a '0.00' input field and a 'No-attempt penalty' label. At the bottom of the panel, there is a summary box with an information icon and the text 'Total cumulative marks: 0.00'. A red arrow points from the text in the previous block to this summary box.

To set the remaining criteria for the exercise, click the [Set label marks](#) button:

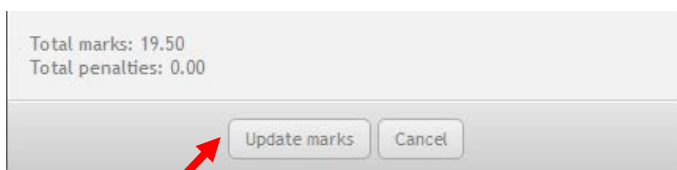


You will see the full list of criteria as shown on the right:

The specific criteria available are:

- Added initials to the label
- Correct Quantity
- Correct repeats
- Maximum mark for directions
- Maximum mark for medication on label
- Label placed on correct medication
- Item scanned correctly
- Maximum ancillary mark
- Maximum label placement mark
- Correct S8 entry date
- Correct S8 out amount
- Correct S8 end balance
- Signature present on record
- Invoice number matches
- Maximum mark for patient name
- Maximum mark for prescriber name

A running total of the marks available for the question is shown at the bottom of the panel:



The image shows a screenshot of the 'Script assessment marks' panel for 'MS CONTIN 10mg Cr Tab'. The panel is divided into sections: 'Label criteria', 'Benchtop criteria', and 'CD criteria'. Each section contains a list of criteria with checkboxes for 'Maximum mark' and 'Critical criteria', and a field for 'Incorrect penalty'. The 'Label criteria' section includes: 'Added initials to the label', 'Correct Quantity', 'Correct repeats', 'Maximum mark for directions', 'Maximum mark for medication on label', and 'Penalty for dispensing any other medications'. The 'Benchtop criteria' section includes: 'Label placed on correct medication', 'Item scanned correctly', 'Maximum ancillary mark', and 'Maximum label placement mark'. The 'CD criteria' section includes: 'Correct S8 entry date', 'Correct S8 out amount', 'Correct S8 end balance', 'Signature present on record', 'Invoice number matches', 'Maximum mark for patient name', and 'Maximum mark for prescriber name'. At the bottom of the panel, it shows 'Total marks: 0.00' and 'Total penalties: 0.00', with 'Update marks' and 'Cancel' buttons.

To save the criteria you have set for the exercise, click the [Update Marks button](#).

That's it for setting marking criteria in this exercise. Time does not permit a more detailed treatment of creating assessments, but there are many more options available to you. For example, there are many more criteria that can be set for marking, depending on which exercise options have been activated, including:

- Patient fact finding marking
- Prescriber fact finding marking
- Patient notes marking
- Professional notes marking
- Exercise outcome mark

As you can see, it is possible to create very challenging and detailed assessments in MyDispense. For a more comprehensive guide to assessments, see the MyDispense Guide to Assessment on the website.