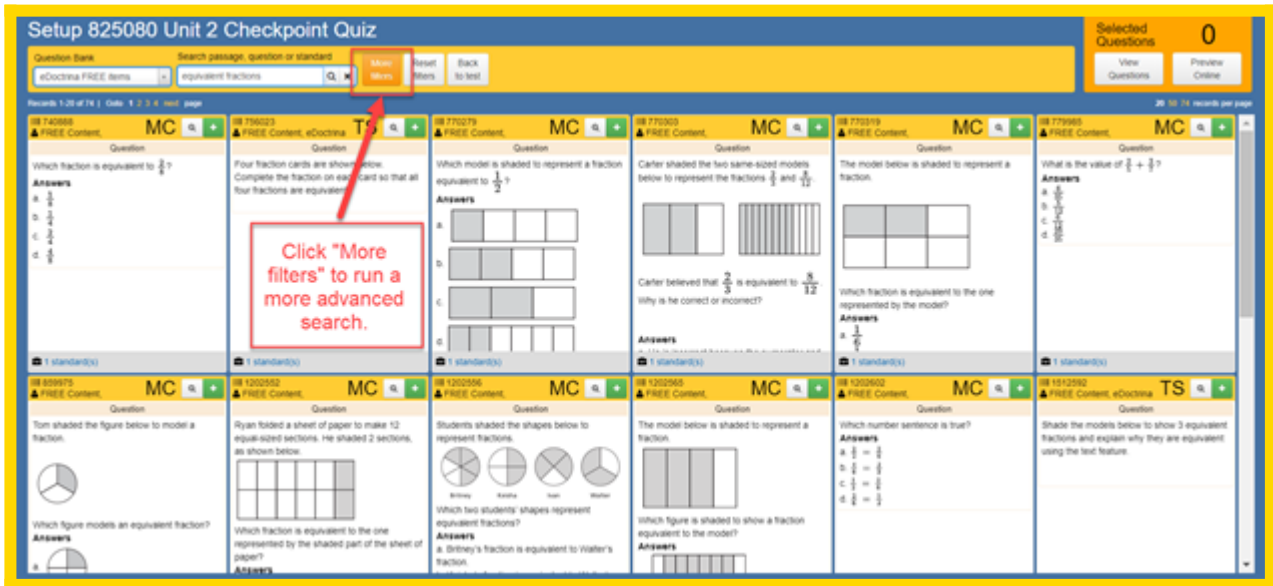
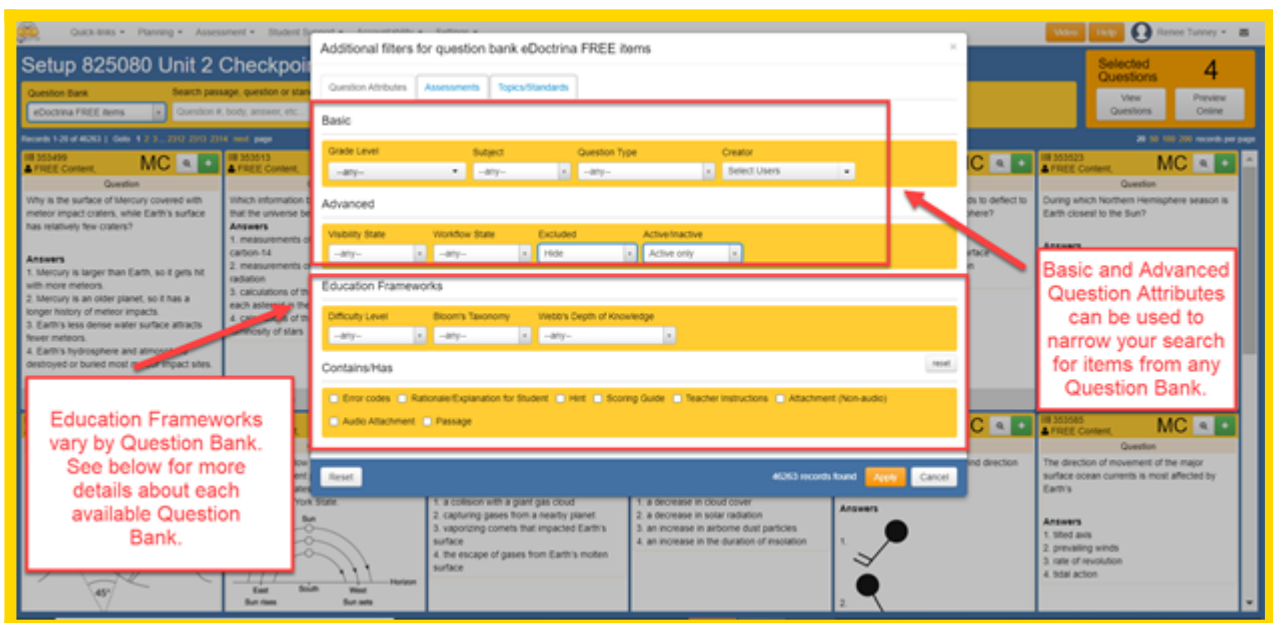


# How to Use the Advanced Search Features

To help locate items within the database, the Question Bank has a more advanced set of filters available to all users. Simply click, "More filters" to access this feature.



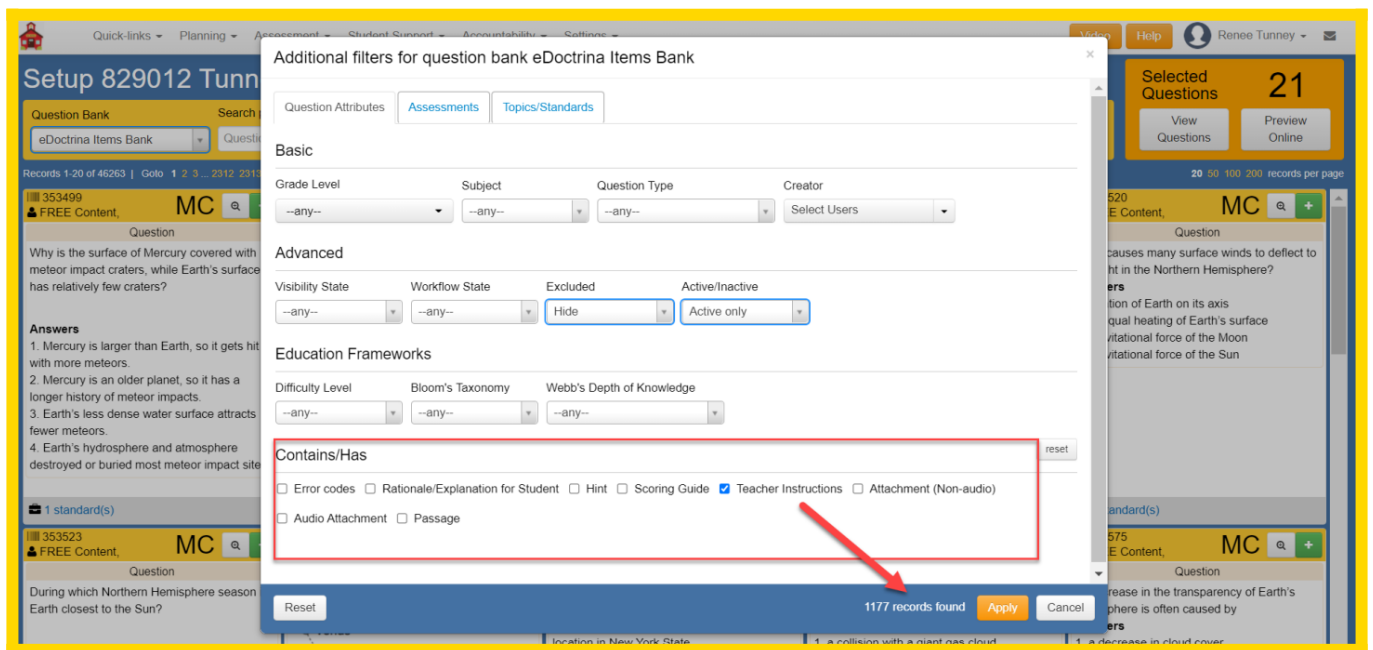
A new box will appear displaying tabs and filters to navigate for finding questions and assessments. The Basic and Advanced Attributes can be used to narrow your search for items from any available Question Bank. You can choose which filters you would like to use to locate items. You do not need to fill in all filters for items to complete a search. Simply use the filters that are most useful to you.



The Education Frameworks vary according to the Question Bank you are searching. The chart below illustrates which Banks contain the metadata for each Education Framework.

	Education Frameworks			
	Basic grade level, subject, question type, creator	Bloom's Taxonomy	Difficulty Level	Webb's Depth of Knowledge
eDoctrina Items Bank	X			
Premium Bank	X			
Certica	X			X
Inspect	X	X	X	X

You can continue to narrow your search using the “Contains/Has” elements shown at the bottom of the filters window. By checking each additional box, you are focusing your search to items containing the element(s) you have selected.



The chart below illustrates which banks currently have items containing these elements. Please note that at any time, users are able to enter features such as Teacher Instructions, Attachments and Hints to questions they select and/or create.

	Error Codes	Rationale/Explanation for Student	Hint	Scoring Guide	Teacher Instructions	Attachment (non-audio)	Audio Attachment	Passage
eDoctrina Items Bank	X	X		X	X	X	X	X
Premium Bank		X	X	X			X	X
Certica	X	X		X			X	X
Inspect		X		X	X		X	X

As you filter, the number of records containing the information you have filtered for will automatically update here in the additional filters box. To see the items found through your search, click “Apply.” This will redirect you to the Setup screen where all items matching your search will be populated. If for any reason you need or want to clear your filter selections, simply click “Reset” and all filters will be reset within the "Additional features" box only.

The screenshot displays a software interface for managing a question bank. A central dialog box titled "Additional filters for question bank eDoctrina FREE items" is open, showing a table of filters. The table has columns for "Grade Level", "Subject", "Question Type", and "Creator". The "Grade Level" column is expanded to show a list of options: 8, High, 9, 10, 11, 12, and Other. Checkmarks are visible next to "High", "9", and "10". A red box highlights the "High" option, and a red arrow points to the "3045 records found" text at the bottom of the dialog. Another red box highlights the "Apply" button. A third red box highlights the "Reset" button. The background shows a question bank interface with various question cards and a "Selected Questions" counter showing "4".

Additional filters for question bank eDoctrina FREE items

Question Attributes Assessments Topics/Standards

Basic

Grade Level	Subject	Question Type	Creator
9, 10	--any--	--any--	Select Users
Select All Deselect All			
8			
High			
9			
10			
11			
12			
Other			
Reset			

3045 records found Apply Cancel

Reset

During your search will see the number of items found updates with each new filter selected.

To see the items found through your filtering, click "Apply."

If you click "Reset" this button will clear all filter selections in this "Additional filters" box only.