

## Scoring Charts within LXSoftware (Paperless)

There are two methods available for manually scoring charts within LXSoftware. The first method is to score each chart as it is completed, one RQ at a time. The second approach involves a “floating” score sheet window, on top of the chart review window, to score all RQs and every chart within the open PF.

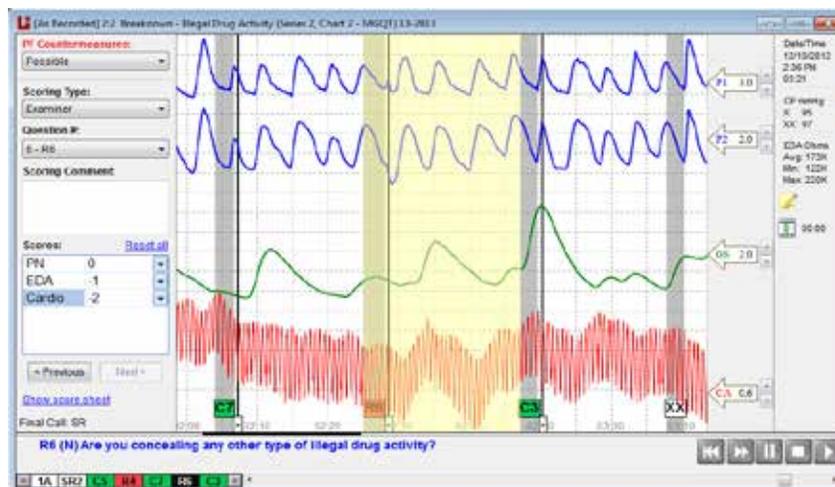
The scoring menu items can be accessed by selecting **Score** from the **Series** menu, and then choosing open an existing score sheet or create a new score sheet.

The first method makes it easy to quickly score each chart as it is completed.

### To Use the Score (Show Scores) Sidebar

1. Go to **Series > Score > Show Scores**
2. Select the person scoring the exam: Examiner, Reviewer, or 2nd Reviewer.
3. Select the question to score. *The question response is then shaded in yellow in the chart review window.*
4. Select the incidence of countermeasures for the open PF.
5. Enter comments as needed. *It is recommended that a comment be added to any question which includes an artifact.*
6. Select the scores for each of the sensors using the drop-downs or by typing the numbers. *Click the “Reset all” link if you need to reset the scores.*
7. Use the **Previous** and **Next** buttons to navigate from one question to another.

To enable the scoring sidebar by default for all charts, go to **Tools > Preferences > Hand Score** and change the “Show scoring sidebar on startup?” option to Yes.

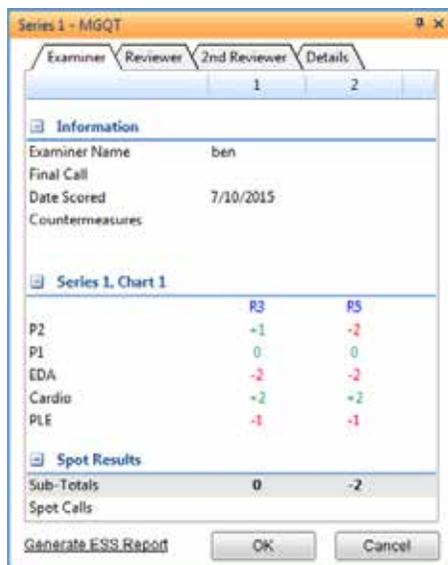


“Show Scores” will display the scoring sidebar to the left of the chart.

When finished scoring the last chart, click the “**Show score sheet**” link at the bottom of the “Show Score”



sidebar. The score sheet will appear. The score sheet will have a tab for each scorer listing all scores and totals for each series/exam. The score for each RQ's Pneumo, EDA, Cardio, and PLE response is shown, along with any other sensors defined in the scoring preferences. The details tab contains relevant information about the chart including the subject name, scoring notes, and any customized information added by the examiner to the score sheet template. When you click the **OK** button, the score sheet will save to the polygraph file.



### To Use the Score Sheet (New Score Sheet) Window to Score Charts

1. Go to **Series > Score > New Score Sheet**. The New Score Sheet dialog shown below is displayed. This dialog displays a list of all charts for the selected Series for the currently open PF. Score sheets can be created as needed by either the original examiner or by first or second reviewers.



2. Select the exam/series to score using the drop-down box.
3. Select the checkbox of the chart(s) you wish to score. To quickly select all charts, click the **Select All** button. To deselect all charts, select the **Clear All** button.
4. Select the score sheet type from the drop-down box.



5. To add charts to the list of charts to score from another exam/series within the open PF, click the link "**Add charts from another series...**" and select the desired charts to add from the **Add Charts** window.
6. (Optional) To manually select which relevant questions are added to the score sheet, select the corresponding radio button and then select the **OK** button. A dialog box showing all relevant questions for the series will be displayed. Choose the questions to be added to the score sheet and **OK** when finished.



7. When finished, click the **OK** button. The new score sheet dialog box disappears and the score sheet window appears with the main LXSoftware window in the background. You can toggle between the score sheet and the Chart Review window. To bring the Chart Review window to the front, click on it with the mouse. The score sheet fades, enabling you to see through to the Chart Review window. To bring the score sheet to the front, click on the score sheet.
8. Use the drop-down boxes, or tab between questions, to enter the scores for each question. The score sheet also includes the following time-saving features:
  - The plus sign key (+) adds a score of positive one (1) to the score.
  - The minus sign key (-) adds a score of negative one (-1) to the score.
  - The period key (.) adds an artifact (Ø) to the score.
  - Double-click a sensor to quickly open the corresponding chart with the question's response highlighted.
  - Right-click the score sheet to display the associated chart(s) or to print or save the score sheet to PDF.
  - Use the drop-down boxes to make the final call and spot calls for the exam/series.
  - Click the OK button to save the score sheet to the Polygraph file.



Series 1 - MGQT			
	Reviewer	2nd Reviewer	Details
	1	2	
Information			
Examiner Name	ben		
Final Cell			
Date Scored	7/10/2015		
Countermeasures			
Series 1, Chart 1			
	R3	R5	
P2	-1	-2	
P1	0	0	
EDA	-2	-2	
Cardio	+2	+2	
PLE	-1	-1	
Spot Results			
Sub-Totals	0	-2	
Spot Calls			
Generate ESS Report			
		OK	Cancel

## Generate Empirical Score Sheet (ESS) Report

From the Score Sheet, click on the **Generate ESS Report** link to generate an ESS report. The Generate ESS Report link is only available for Zone, MGQT, TES, DLST, Event Specific, Multi Issue, or DLDT exams. In order to generate the report, there is a required minimum of 3 Charts up to a maximum of 5 Charts selected in the score sheet. Also, the number of Relevant Questions has a required minimum of 2 and a maximum of 4. This applies equally to all exam types.

