Q&A

In this dialog, the Assessor carries out the screening for the taxon selected from the *Screening List* in the *Main Screening Workspace*. At the top of the dialog (title), details are provided of the *Taxon name* and *Assessor* together with the Section and Category of the corresponding Q. In total, 55 Qs must be answered for a screening to be completed, even though there is no answering order imposed upon the Assessor. Thus, the Assessor can elect to answer any of the 55 Qs in any order of choice and resume their screening at any time, hence completing the Qs later. However, the only constraint imposed on the Assessor is that they must complete for any Q the information relative to *Response*, *Confidence* and *Justification* before they can move on to the next Q.

In this dialog, three scenarios are possible that will affect the colour of the *Response*, *Confidence*, and *Justification* fields:

1. *Empty Q* – Fields display in light red;
2. *Completed Q* – Fields display in the colour scheme of choice;
3. *Edit mode* – Fields display in light yellow.

For a question to be in edit mode, the Assessor must be in the process of selecting an option from the *Response* or *Confidence* drop-downs or must be editing the *Justification* field. Also, whilst in edit mode, if either a *Response* or level of *Confidence* has not been specified or the *Justification* field is empty (or including only trailing spaces), then both *Navigation* and the *Save* button of the screening are disabled.

The Assessor, typically a recognised expert, is required to respond to a sequence of questions, with each answer accompanied by appropriate bibliographic justification or other information (e.g. use of expert opinion) to justify the *Response* and by a ranking (from the Assessor) of his/her level of *Confidence* regarding that *Response*. The *Confidence* rankings used are those recommended by the International Programme on Climate Change (IPCC 2005): 'Low', 'Medium', 'High', 'Very high' (see also Copp et al. 2008). These modules can also be used in stand-alone mode, and they could easily be adapted for incorporation into the web-based (electronic) risk modules currently being developed by the European Plant Protection Organisation (e.g. EPPO 2007).

A selection of *Response* options is provided with each Q, and each *Response* must be accompanied by a *Confidence* ranking (i.e. measuring the Assessor's level of *Confidence* in his/her *Response*). Each *Response* option is associated with a numerical score. This is based on the *Confidence* rankings suggested by the IPCC (2005), although the lowest *Confidence* ranking has not been used due to the lack of statistical reliability associated with it (J. Holt & J. Mumford, personal communication).

Modified IPCC scoring system used for *Confidence*:

1 – Low

2 – Medium

3 – High

4 – Very high

(Question and details)

In this field, the text for the current Q is provided. The caption to this field indicates whether the current Q is part of the Basic Risk Assessment (i.e. Qs 1–49) or Climate Change Assessment (i.e. Qs 50–55) groups. Indication is also provided of the Q number out of the total (55) Qs.

Question (Q) guidance

In this field, the text for the current Q guidance is provided.

Response

From this drop-down, the Assessor selects the type of *Response* applicable to the current Q. This control displays in the *Colour scheme* of choice in case of a complete Q, in light red in case of an unanswered Q, and in light yellow if in edit mode.

Confidence

From this drop-down control, the Assessor selects the level of *Confidence* applicable to the current Q. This control displays in the *Colour scheme* of choice in case of a complete Q, in light red in case of an unanswered Q, and in light yellow if in edit mode.

Help

Clicking this button opens the Help file (TAS-ISK_v2_4_Help_QA.pdf) for the current dialog. Note that the TAS-ISK v2.4 Help files must be located in the same folder as that of the TAS-ISK v2.4 program.

Justification (reference and/or other information)

In this field, the Assessor must provide any bibliographic references and/or other information in support to the selection of the Q-related *Response* and *Confidence*. This control displays in the colour scheme of choice in case of a complete Q, in light red in case of an unanswered Q, and in light yellow if in Edit mode. Notably, a string of trailing spaces in this field is considered to be the same as a blank entry Pasting (ctrl + V or by drag-and-drop) from the clipboard into this field is allowed, although a limit of 10,000 characters (including spaces) applies.

Go to Question…

This drop-down allows fast navigation to any of the Qs in the screening.

Navigation

The navigation buttons in this section are all disabled in case of an incomplete Q whilst in edit mode.

First

Clicking this button takes to the first Q (Q1) in the screening. Disabled if at Q1.

Previous

Clicking this button takes to the previous Q in the screening. Disabled if at Q1.

Next

Clicking this button takes to the next Q in the screening. Disabled if at Q55.

Last

Clicking this button takes to the last Q (Q55) in the screening. Disabled if at Q55.

Screening

Clear Q Fields

In case of a complete Q, clicking this button will clear all corresponding *Response*, *Confidence* and *Justification* fields for the current Q. Disabled if current Q unanswered. A message asks the Assessor whether they want to proceed.

Clear Screening

Clicking this button will clear all *Response*, *Confidence* and *Justification* fields for all (answered) Qs in the screening. Disabled in case of an entirely blank screening (i.e. no answered Qs). A message asks the Assessor whether they want to proceed.

Cancel

Clicking this button abandons any changes made to any Qs in the screening. In case of any changes to the screening, a message asks the Assessor whether they want to proceed.

Save

Clicking this button saves the changes to the current screening and database spreadsheet, and then closes the dialog.

Answered Questions

This field lists the answered Qs in the screening as identified by their corresponding number. Light red in case of an incomplete screening (i.e. not all 55 Qs answered).

Unanswered Questions

This field lists the unanswered Qs in the screening as identified by their corresponding number. Light red in case of an incomplete screening (i.e. not all 55 Qs answered).

Not applicable Questions

This field lists the Qs in the screening answered as 'Not applicable' as identified by their corresponding number. Notably, in any screening no more than 5 Qs can be answered as 'Not applicable'. Also, should the Assessor not regard the Climate Change Qs (50–55) of relevance to the risk assessment area, then these questions can be answered each with 'No change' (this will result in a BRA+CCA score and corresponding BRA+CCA outcome identical to the BRA score and BRA outcome for that screening after setting corresponding thresholds). Light red in case of an incomplete screening (i.e. not all 55 Qs answered).