Latest version of the schema questionnaire scoring programme.

1. After opening the document, make sure that the tab on display says “raw data”. This will be in the bottom left hand corner of your screen. You then enter the clients name by clicking in the cell located in the first row and in column B. (as indicated by red arrow).

2. Then by clicking the down arrow on your keyboard, you can then enter some other personal information in the next two grey cells underneath just press the down arrow each time.

3. Enter the response to the first question by clicking on the grey cell beside Q001 then type in the client’s response and press the down arrow.

4. Continue to enter the data until all 232 cells are filled.

5. At this point each tab on the worksheet has your client’s data. You simply go to one of the results worksheet (by clicking the tab at the bottom of the page). For example, click on the ‘main result sheet’ highlighted here with the red arrow.
6. The programme will now display a similar table as this:

![Table Example](image)

7. Now select *Print* from the toolbar and the result will be printed. Alternatively, if you are a regular excel users you will know how to highlight the graph and just print that.

![Chart Example](image)

**Figure 1. Scoring using criteria from YSQ-L3 interpretation sheet**

8. Three outputs are available for your client’s responses. Each can be selected from the Tabs at the bottom of the page. The most frequently used is the “main result” tab. Alternative scoring methods such as extreme responses (method used in YSQ-L2) and mean scores are also available.
The last tab has a place to store all your client’s data. This is done by copying the raw data from the first sheet and pasting it into this tab.

Good luck

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