

Overview

Purpose: To monitor learners' activity as they progress through their assignments each day

Features: For each activity, the report displays this data:

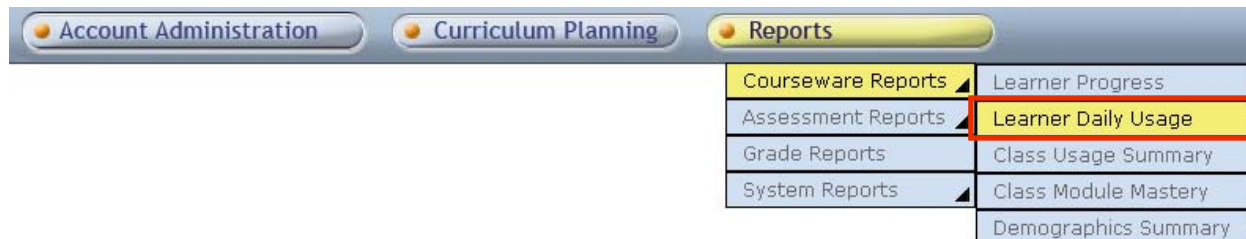
- Student's current status
- Dates accessed
- Start and end times
- Total time on task
- Score

Usage:

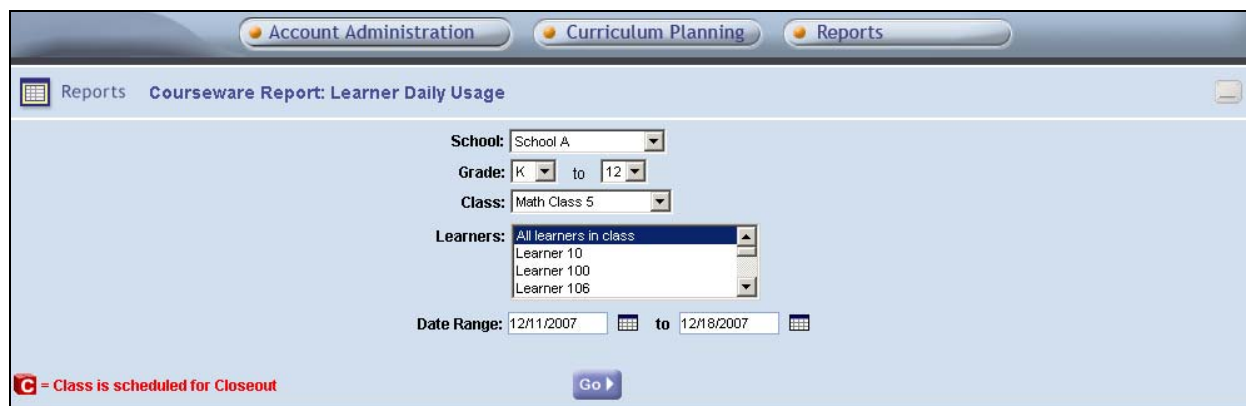
- Track how often learners access their instructional activities.
- Monitor the amount of time it takes learners to progress through assignments and complete mastery tests.
- View learners' final scores.
- Use as an attendance record for programs that require seat time.

Generate: Weekly

Generating Your Learner Daily Usage Report



1. From the **Reports** drop-down menu on your **Home** page, point to **Courseware Reports** (shown above).
2. Select **Learner Daily Usage**.



3. Select a **School**. If you're affiliated with only one school, this field may be disabled.
4. Select a **Grade Range** and a **Class** from the drop-down lists.
5. In the **Learners** field, select one learner, select multiple learners by pressing the **Control** key on your keyboard, or select **All Learners**.
6. Click the calendars to choose a **Date Range**.
7. Click **Go** to generate your report.

**Remember...**

This report reflects data for instructional activities. It does not report data for readiness, unit, or end-of-semester assessments.

Understanding Your Learner Daily Usage Report

Courseware Report: Learner Daily Usage						
School Name: School A						
Class Name: Math Class 5 1						
Teacher Name: Teacher 31						
Date Range: 12/11/2007 to 12/18/2007						
Learner Name: Learner 10 2			Time Since Last Login: 5 days, 9 hrs, 51 mins, 33 sec			
Date: 12/12/2007 3			Number of Activities: 2			
Login Time: 6:18:01 PM, Logout Time: 6:36:04 PM 4			7 8 9			
Activity Name 5	Start Time 6	End Time	Progress	Time on Task	Score	
Prime and Composite Numbers (Alg1.1): Tutorial	6:27:02 PM	6:33:43 PM	Completed	00:06:41	----	
Prime and Composite Numbers (Alg1.1): Mastery Test	6:34:04 PM	6:36:28 PM	Completed	00:01:24	80	
Date: 12/13/2007			Number of Activities: 7			
Login Time: 12:22:57 PM, Logout Time: 1:12:42 PM						
Activity Name	Start Time	End Time	Progress	Time on Task	Score	
Exponents: Expanded Form (Alg1.1): Tutorial	12:25:08 PM	12:28:28 PM	Completed	00:03:20	----	
Exponents: Expanded Form (Alg1.1): Mastery Test	12:28:50 PM	12:30:28 PM	Completed	00:01:38	100	
Exponents: Product Rule (Alg1.1): Tutorial	12:31:48 PM	1:11:45 PM	In Progress	00:39:57	----	
Exponents: Product Rule (Alg1.1): Mastery Test	1:12:08 PM	1:12:08 PM	In Progress	00:00:00	0	

Sample report**Report Key**

- 1 Search Criteria:** The selections that you made in the search form on which your report is based
- 2 Learner Name:** The individual whose usage data is shown
- 3 Date:** When the learner worked on the activities shown
- 4 Login and Logout Times:** The hour, minute, and second the student started and ended a session on the date shown
- 5 Activity Name:** The individual instructional activities that the student launched on the date shown

**Caution**

All times displayed are in Pacific time. To accurately read your data, convert times into your local time.

- 6 Start and End Times:** The exact time the student started and ended each *activity* (Note that these times differ from the **Login** and **Logout** times above, which refer to when the student started and ended the *session*.)
- 7 Progress:** The learner's current status for each activity (either *In Progress* or *Completed*)
- 8 Time on Task:** The total time spent on each activity
- 9 Score:** The learner's final score for an activity, shown as a percentage; if no score was reported, a zero displays. (Note that dashes display for activities that do not report a score.)

Getting the Most from Your Data

The data from this report can help you monitor students' activity on assignments and plan strategies to help them perform better.

- Track attendance for students enrolled in a program (credit recovery, summer school, etc.) requiring seat time.
- Develop a timeline for these students to complete the targeted amount of seat time.
- Reserve extra time in the computer lab or allocate extra class time for work on assignments.
- Track the time students spend on activities. Have teachers help students develop better time management skills.
- Monitor the amount of work a student completes each day. Set policies around how much work should be completed in the computer lab or classroom centers, and enforce these policies with a grading rubric.
- Work with teachers to develop a pacing guide to help students reach completion on time.
- Identify students who may be receiving outside help to complete their assignments. Create policies around the percentage and type of work that can be completed at home versus in class.



Quick Tip

Keep a copy of your report.

1. From **Export**, select a file type.
2. Click **Export**.