

Reports and Tracking

To work with reports within eLearning Vista or to track your students, make sure you are on the Teach tab and select **Tracking** from the Instructor Tools menu.




Select which type of report you want. You have several options to choose from.


Select a Report Type

- Summary of Activity
Provides an overview of general Student activity.
- Tool Usage
Provides an overview of how often tools, such as Assessments, Assignments, or Discussions, are used.
- Course Item Usage
Provides an overview of how often items, such as a quiz, an assignment, or a discussion topic, are used.
- Entry Page or Tool
Provides an overview of the pages or tools most frequently used as course entry points.
- Exit Page or Tool
Provides an overview of the pages or tools most frequently used as course exit points.
- File Usage
Provides an overview of the files viewed most frequently.
- Student Tracking
Provides a detailed summary of activity information for individual Students.

Once you have selected the report you want to run, select a date range you would like the information generated from and click **Run Report**.

Select a Date Range for the Report

Start date:  January , 2006 : PM

End date:  May , 2006 : PM

Run Report

Report Options

Summary of Activity - This area gives a general report of what students have done within a section. This report will give you an idea of the activity level within a section.

Statistic	Value
Total user sessions:	3
Average user session length:	00:04:49
Average user sessions per day:	3
Average user sessions per day on weekdays:	3
Average user sessions per day on weekends:	0
Most active day:	February 15, 2006
Least active day:	February 15, 2006
Most active hour of the day:	7:00 PM - 8:00 PM
Least active hour of the day:	3:00 PM - 4:00 PM
Times given are in hours, minutes, and seconds.	
<input type="button" value="Export"/> <input type="button" value="OK"/>	

Tool Usage - This report provides an overview of how much each tool was used, the average time spent in each session, the total time spent within the tool, and the percent of total sessions compared to all other sessions. This report helps you see which tools are utilized the most within your section.

Tool ↕	Sessions	Average Time per Session	Total Time	Percent of Total Sessions
Announcements	1	00:00:10	00:00:10	1.15 %
Assessments	2	00:00:12	00:00:24	2.76 %
Assignments	2	00:01:04	00:02:07	14.63 %
Discussions	2	00:00:42	00:01:24	9.68 %
File	6	00:00:38	00:03:45	25.92 %
Folder	7	00:00:50	00:05:49	40.21 %
Login	1	00:00:00	00:00:00	0.00 %
Mail	2	00:00:08	00:00:16	1.84 %
My Grades	1	00:00:14	00:00:14	1.61 %
Syllabus	1	00:00:19	00:00:19	2.19 %
Total	25	00:04:17	00:14:28	100.00 %
Times given are in hours, minutes, and seconds.				
<input type="button" value="Export"/> <input type="button" value="Graph"/> <input type="button" value="OK"/>				

Component Usage - This report shows the number of visits to the particular component, the average time per visit, the total time that was spent on the component, and the percent of total visits.

Item ↕	Visits	Average Time per Visit	Total Time	Percent of Total Visits
All Topics View	1	00:00:06	00:00:06	0.76 %
Computer Literacy Basics: Project 3-3:Everyone	1	00:02:02	00:02:02	15.38 %
Computer Setup	12	00:00:04	00:00:56	7.06 %
Course Content Home	7	00:00:49	00:05:49	44.01 %
Online Expert Login	2	00:00:20	00:00:41	5.17 %
Online Expert Registration	2	00:00:04	00:00:08	1.01 %
Quiz: Intro Quiz	1	00:00:22	00:00:22	2.77 %
Re:test	1	00:00:01	00:00:01	0.13 %
test	1	00:00:03	00:00:03	0.38 %
Textbook Download	6	00:00:11	00:01:09	8.70 %
WebCT Support	4	00:00:07	00:00:30	3.78 %
Week 1	6	00:00:03	00:00:21	2.65 %
Week 1 Discussion	3	00:00:21	00:01:05	8.20 %
workspace-USU	1	00:00:00	00:00:00	0.00 %
Total	48	00:04:33	00:13:13	100.00 %

Entry Page or Tool - This report provides an overview of where and how the students enter the course.

<u>Page Name</u>	<u>Tool</u>	<u>Page Usage</u> ↕	<u>Percent of Total Usage</u>
Course Content Home	Folder	3	100.00 %
Total		3	100.00 %

Export Graph OK

Exit Page or Tool - This report summarizes the pages students were on when they logged off the course. The report shows the specific component, its tool, the number of exits, and the percent of exits.

<u>Page Name</u>	<u>Tool</u>	<u>Page Usage</u> ↕	<u>Percent of Total Usage</u>
	My Grades	1	33.33 %
Textbook Download	File	1	33.33 %
Week 1 Discussion	Discussions	1	33.33 %
Total		3	100.00 %

Export Graph OK

File Usage - This report shows which content files have been accessed and how many times they have been viewed.

<u>File</u> ↕	<u>Sessions</u>	<u>Percent of Total Sessions</u>
Computer Setup	4	12.50 %
Computer Setup	8	25.00 %
Online Expert Login	2	6.25 %
Online Expert Registration	2	6.25 %
Textbook Download	6	18.75 %
WebCT Support	4	12.50 %
Week 1	6	18.75 %
Total		32
		100.00 %

Times given are in hours, minutes, and seconds.

Export Graph OK

Student Tracking - This report shows individuals, their usernames, first accesses, and last accesses. It also shows the number of sessions and total time spent in the course. It also includes the mail, discussions, calendar, chat, assessments, assignments, URLs, organizer pages, content files, and media library collections that were accessed by users along with the amount of time spent in each area.

You can use any of these areas during the semester to determine what students are doing within the course and in which areas they are spending time.

Click **Export** and eLearning Vista will generate an Excel spreadsheet of the report data.

A1		Tool			
	A	B	C	D	E
1	Tool	Sessions	Average Ti	Total Time	Percent of
2	Announcements	1	0:00:10	0:00:10	1.15%
3	Assessments	2	0:00:12	0:00:24	2.76%
4	Assignments	2	0:01:04	0:02:07	14.63%
5	Discussions	2	0:00:42	0:01:24	9.68%
6	File	6	0:00:38	0:03:45	25.92%
7	Folder	7	0:00:50	0:05:49	40.21%
8	Login	1	0:00:00	0:00:00	0.00%
9	Mail	2	0:00:08	0:00:16	1.84%
10	My Grades	1	0:00:14	0:00:14	1.61%
11	Syllabus	1	0:00:19	0:00:19	2.19%
12	Total	25	0:04:17	0:14:28	100.00%

If you click **Graph**, (this option is only available for a few tracking tools), eLearning Vista will generate a visual representation of your data.

