

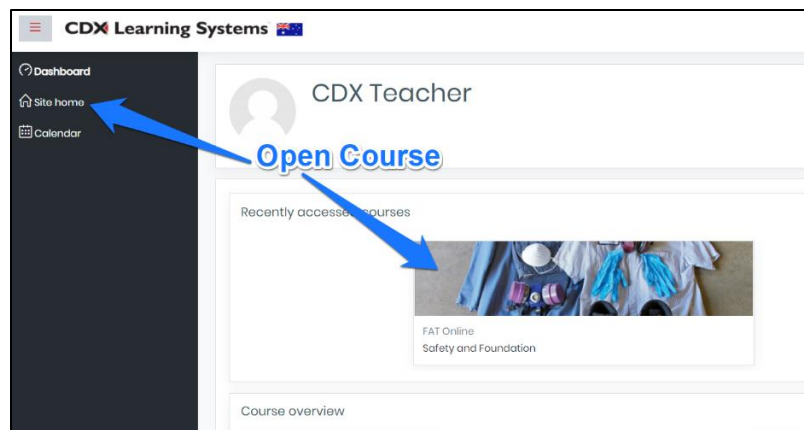
# CDX FAT 2e & FMHE:

## View Students, Groups, Grades and Activity

This document will walk you through viewing:

1. Course Participants
2. Course Grades
3. Course Time Tracking
4. Course Reports

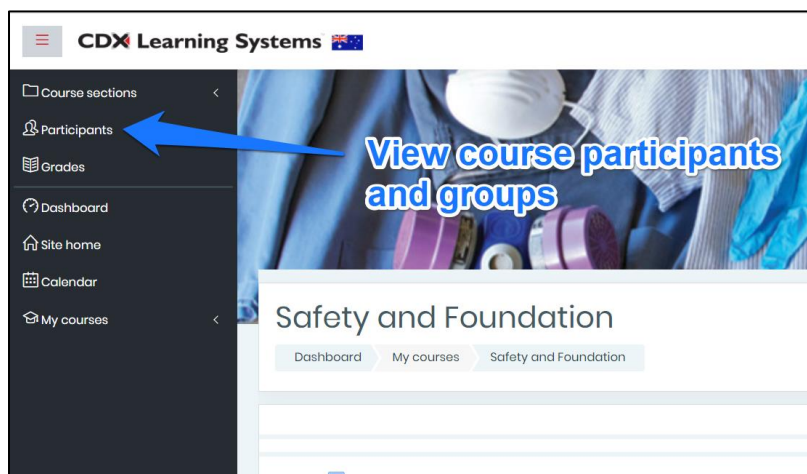
First, you must select the course you wish to view Grades and Reports for. Do this by opening **Site Home** from the **System Drawer** and selecting a course, or choosing a course from your **Dashboard**.



### View Course Participants

**Course Participants** will show you which students and teachers have access to your courses, what groups they are in, and other information.

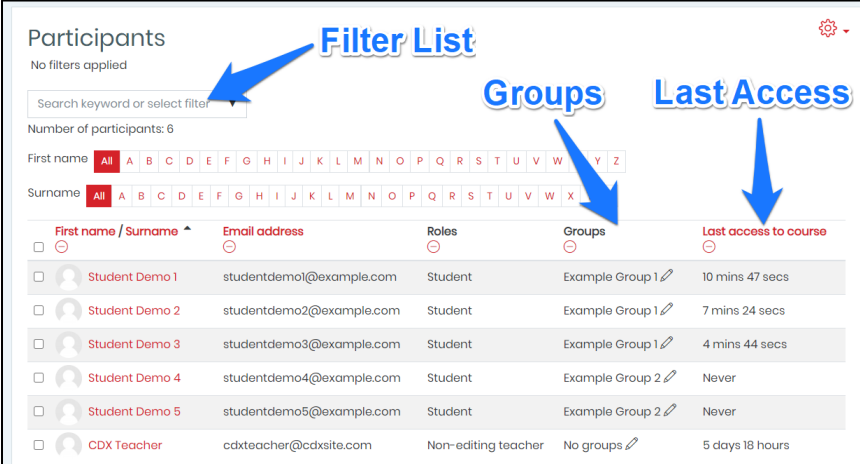
1. After you choose and open your course, you will access the **Course Participants** from the **System Drawer**.



2. After you open **Course Participants**, you will be able to filter by groups, see what groups students are in, and when they last accessed. You can also use the Course Participants list to open student profiles.

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## View Students, Groups, Grades and Activity



Participants

No filters applied

Search keyword or select filter

Number of participants: 6

First name: All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Surname: All A B C D E F G H I J K L M N O P Q R S T U V W X

First name / Surname	Email address	Roles	Groups	Last access to course
<input type="checkbox"/> Student Demo 1	studentdemo1@example.com	Student	Example Group 1	10 mins 47 secs
<input type="checkbox"/> Student Demo 2	studentdemo2@example.com	Student	Example Group 1	7 mins 24 secs
<input type="checkbox"/> Student Demo 3	studentdemo3@example.com	Student	Example Group 1	4 mins 44 secs
<input type="checkbox"/> Student Demo 4	studentdemo4@example.com	Student	Example Group 2	Never
<input type="checkbox"/> Student Demo 5	studentdemo5@example.com	Student	Example Group 2	Never
<input type="checkbox"/> CDX Teacher	cdxteacher@cdxsite.com	Non-editing teacher	No groups	5 days 18 hours

## View Course Grades

**Course Grades** will show you your student's grades.

1. You will access **Course Grades** from the **System Drawer**.



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- After you open **Course Grades**, you will be able to filter by group and see your group's grades. In addition, you can click the appropriate icon next to the student's name to see their individual grade report, as well as click the quiz name to view detailed quiz results.

Grader report

View Setup Export

Grader report Grade history Outcomes report Overview report User report

Separate groups: Example Group 1

Example Group 1: 3/3

First name: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Surname: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Individual Grades

Detailed Results

First name / Surname	Email address	Safety and Foundation	Safety and Foundation	Safety and Foundation C...
Student Demo 1	studentdemo1@example.com	40.00 (40.00 %)	40.00 (40.00 %)	40.00 (40.00 %)
Student Demo 2	studentdemo2@example.com	8.00 (8.00 %)	8.00 (8.00 %)	30.00 (30.00 %)
Student Demo 3	studentdemo3@example.com	-	-	25.00 (25.00 %)
Group average		24.00 (24.00 %)	24.00 (24.00 %)	31.67 (31.67 %)
Overall average		24.00 (24.00 %)	24.00 (24.00 %)	31.67 (31.67 %)

- If you click the Quiz Name to view the detailed Quiz Results you will see detailed information on the student's attempts, including how long the attempt took, when they took it, and which questions they got correct or incorrect.

	First name / Surname	Email address	State	Started on	Completed	Time taken	Grade/100.00	Q.1 /5.00	Q.2 /5.00	Q.3 /5.00	Q.4 /5.00	Q.5 /5.00
<input type="checkbox"/>	Student Demo 1	studentdemo1@example.com	Finished	7 May 2020 9:03 AM	7 May 2020 9:04 AM	1 min 7 secs	40.00	✗ 0.00	✗ 0.00	✗ 0.00	✓ 5.00	✓ 5.00
<input type="checkbox"/>	Student Demo 2	studentdemo2@example.com	Finished	7 May 2020 9:15 AM	7 May 2020 9:16 AM	1 min 4 secs	30.00	✗ 0.00	✓ 5.00	✗ 0.00	✗ 0.00	✓ 5.00
<input type="checkbox"/>	Student Demo 3	studentdemo3@example.com	Finished	7 May 2020 9:19 AM	7 May 2020 9:21 AM	2 mins 4 secs	25.00	✗ 0.00	✓ 5.00	✗ 0.00	✗ 0.00	✓ 5.00

## View Course Time Tracking

The **Course Dedication Tool** will show you how much time each student has spent in the course, along with averages for the class.

- You will find the **Dedication Tool** on the right hand menu within your course.

You are logged in as CDX Teacher

View Course Time Tracking

Course dedication

Only for teachers:

Dedication tool

Reports

- Logs
- Activity
- Participation
- Completion

My courses: Safety and Foundation

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2. After you open the **Dedication Tool**, you can choose the date and time ranges for the calculation. Once calculated, you can see totals and averages for the list of users shown.

To see only one group of users, simply click the **group name** from the list.

**Course dedication configuration** **Choose period and calculate**

Select the range of dates and the maximum time between clicks of the same session

Start of the period: 15 April 2020 15:45

End of the period: 7 May 2020 09:36

Limit between clicks (in minutes): 60

**Calculate**

All course members dedication. Click on any name to see a detailed course dedication for it.  
Period since *Wednesday, 15 April 2020, 1:45 PM* to *Thursday, 7 May 2020, 9:36 AM*  
**Elapsed time:** 21 days 19 hours  
**Total dedication:** 17 mins 7 secs  
**Mean dedication:** 3 mins 25.4 secs

**Click to filter by group**

Download in Excel format

First name	Surname	Group	Course dedication	Connections per day
Student	Demo 1	Example Group 1	11 mins 41 secs	0.05
Student	Demo 2	Example Group 1	2 mins 54 secs	0.05
Student	Demo 3	Example Group 1	2 mins 32 secs	0.05
Student	Demo 4	Example Group 2	None	0

## View Course Reports

You have access to a few reports that will detail course activity.

1. You will find a list of Reports on the right hand menu within your course.

