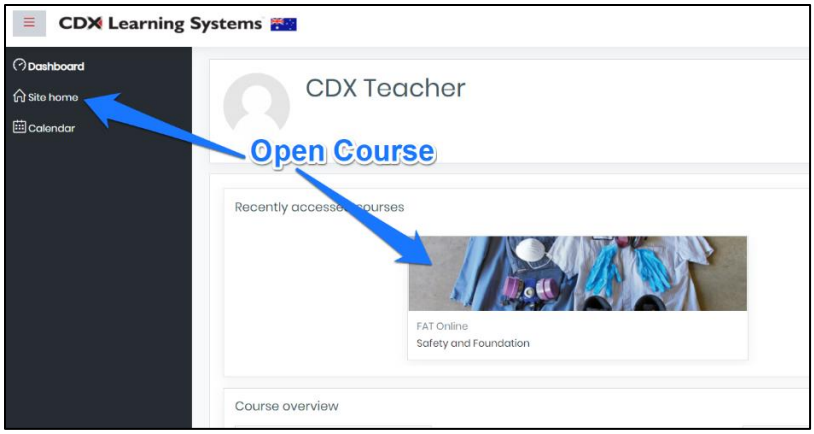
CDX FAT 2e & FMHE:
View Students, Groups, Grades and Activity

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.

CDX FAT 2e & FMHE:
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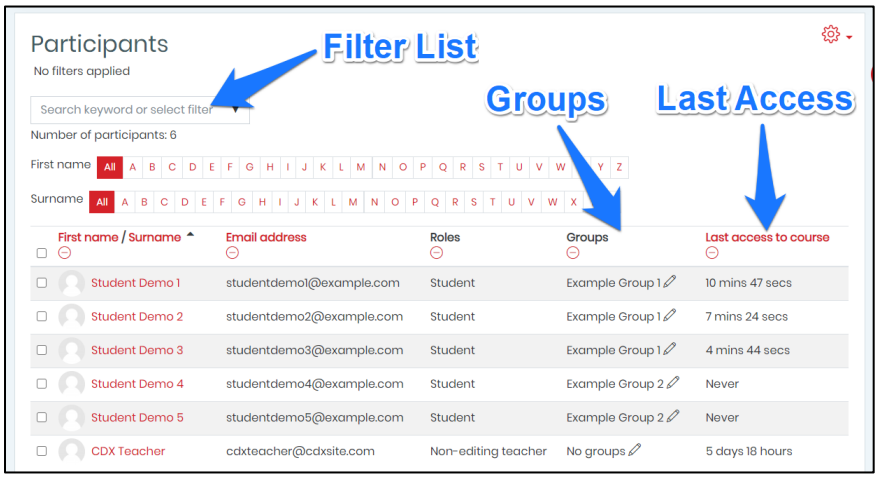


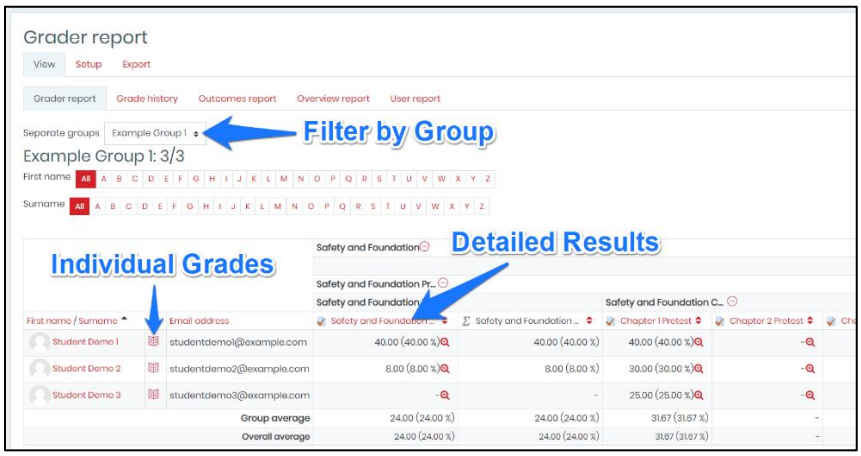
View Course Grades

Course Grades will show you your student's grades.

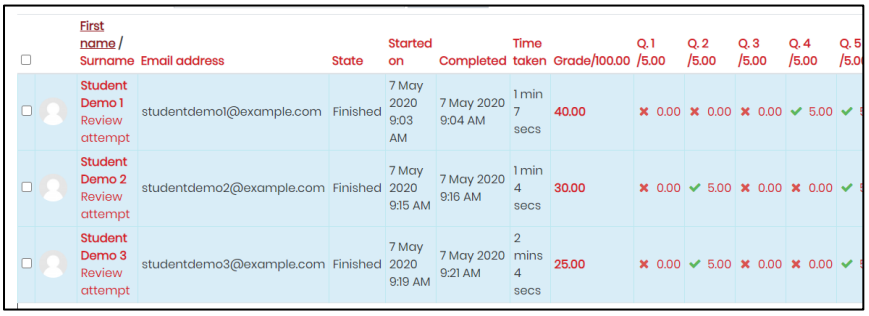
1. You will access **Course Grades** from the **System Drawer**.

CDX FAT 2e & FMHE:
View Students, Groups, Grades and Activity

2. 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.



3. 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.



View Course Time Tracking

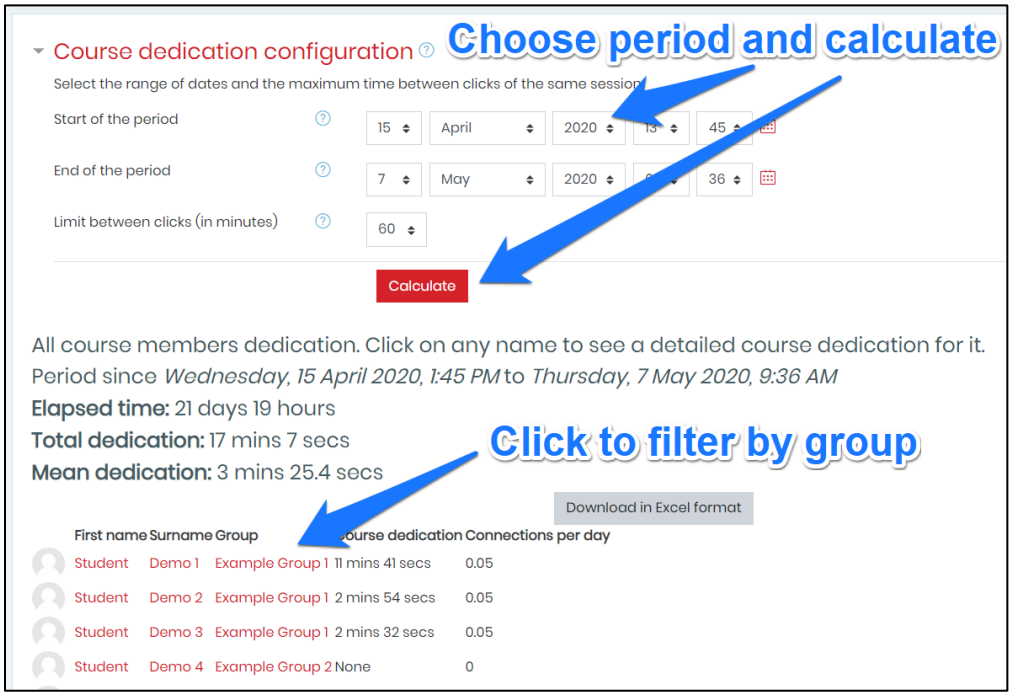
The **Course Dedication Tool** will show you how much time each student has spent in the course, along with averages for the class.

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

CDX FAT 2e & FMHE:
View Students, Groups, Grades and Activity

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.

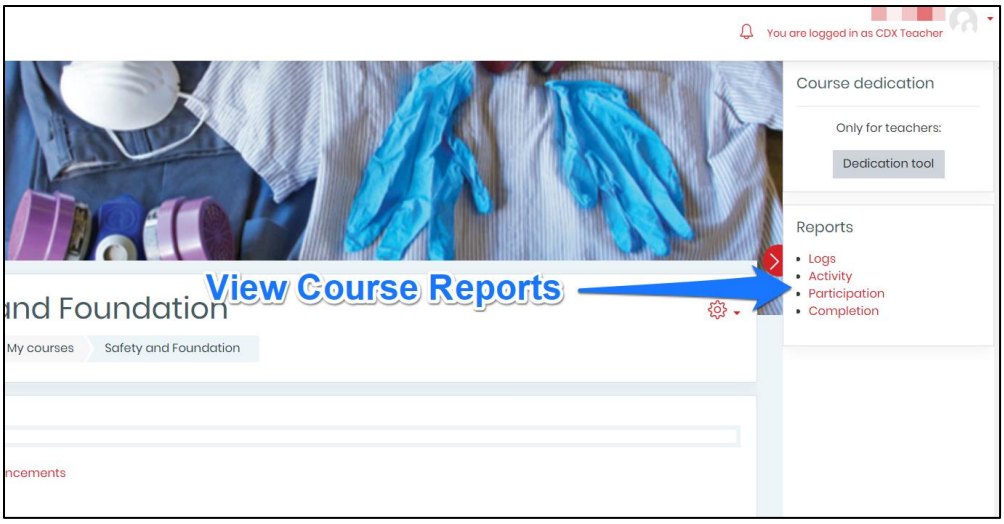
To see only one group of users, simply click the **group name** from the list.



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.



CDX FAT 2e & FMHE:
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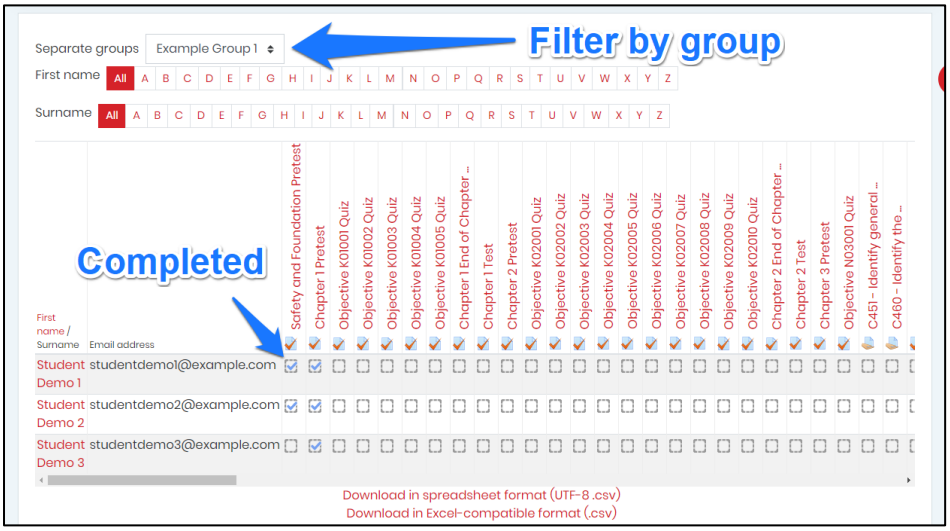
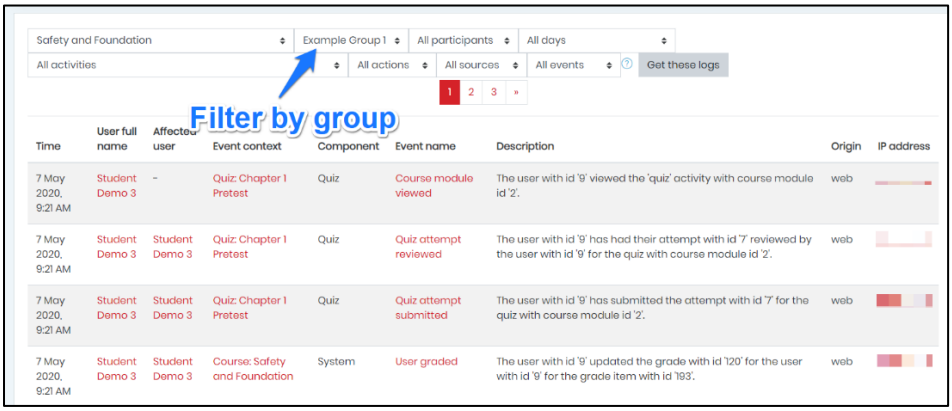
2. Two key reports are the **Course Completion Report** and **Course Logs**

3. **Course Completion** will give you a list of students that can be sorted by groups. This list shows which course activities each student has completed.



4. **Course Logs** will give detailed information on what each student has been doing within the course: