

# KODIAK QUICK GUIDE – Student Tracking (Class Progress)

## Overview

Instructors can track students' activity in a course using the View User Progress tool. It provides individual and class-wide statistics in nine areas: Grades, Objectives, Content, Discussions, Assignment Submission Folders, Quizzes, Checklists, Surveys, and Login History. Instructors can use the User Progress tool to ensure students are looking at course materials, determine login frequency, see how active students are in discussions, and more.

## How to Access User Progress

Click **Course Admin** in the course navigation bar, and then click **Class Progress**.

## In This Guide

- Viewing Class and User Progress
- Managing User Progress Settings

### *Viewing Class and Individual Statistics*

The Class Progress page displays a table that lists a progress summary for all of the students in your class. If you click on an individual student's name on the Class Progress page, you can view more detailed information for the student.

## View Class Statistics

1. Click **Edit Course** in the course navigation bar.
2. Click  **Class Progress**. You will be taken to the "Class Progress" page, which lists all of the students in your class as well as basic information, like login history and Content topics visited (Figure 1).

**Note:** The Content column reflects how many topics a student has viewed. If you are using completion tracking in Content, this will not show you how many topics a student has marked complete. You must view the topic as an instructor to find this information.

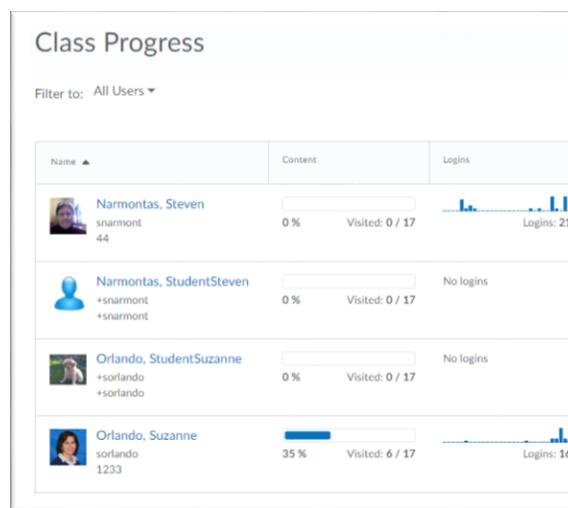


Figure 1

## View Individual Student Statistics

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1. From the “Class Progress” page, click the name of the student whose course activity you want to view.
2. On the left, click the tool or indicator you want to view student statistics about (Figure 2)

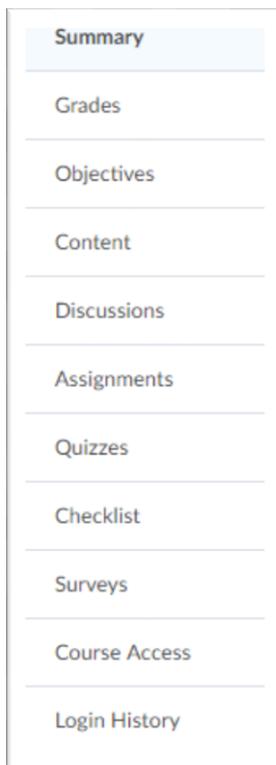


Figure 2

### *Managing User Progress Settings*

You can customize what indicators are shown in the table on the “Course Progress” page. The “Class Progress” page can contain any four of the following indicators: login history, content viewing statistics, discussion statistics, grade performance, checklist completion, objectives completion, quiz performance, and survey completion statistics.

### Replace an Indicator in the Table

1. From the Class Progress page, click  Settings in the upper-right corner (Figure 3).
2. Click the drop-down arrow next to the item you want to remove.
3. Click **Replace** (Figure 4). A list of available indicators will appear.
4. Select the indicator you wish to add.
5. Click **Save and Close**.

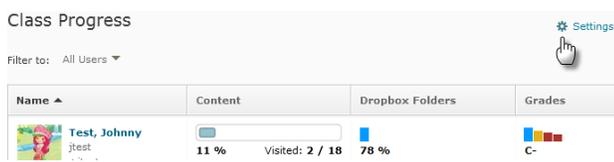
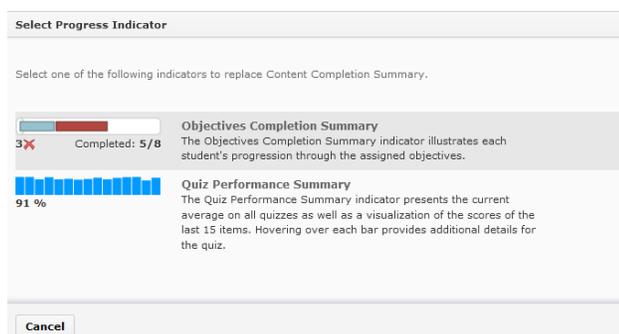


Figure 3



## Reorder Indicators in the Table

1. From the Class Progress page, click  **Settings** in the upper-right corner (Figure 3).
2. Click the drop-down arrow next to the item you want to move.
3. Click **Move up** or **Move down**.
4. Click **Save and Close**.

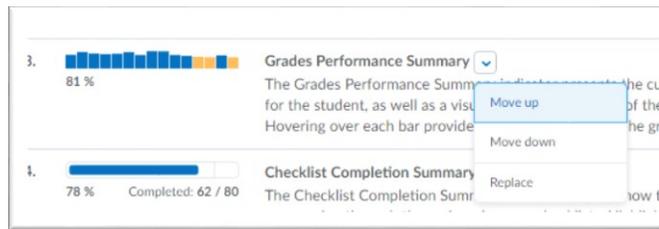


Figure 4