



## USER GUIDE

### 'Student at A Glance' Report

#### What can this report do for me?

- This report provides summary information about an individual student, and comparative information against a selected cohort of other students.
- This report can help analyse how a student is engaged in their subjects as measured by various subject activity measures.

#### Running the Report

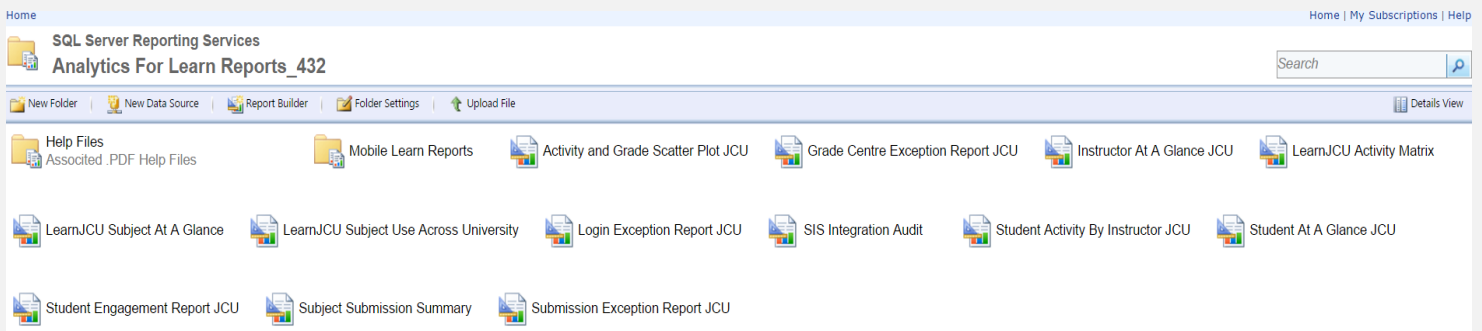
**Step 1** • From the Teaching @ JCU webpage, select the Learning Analytics webpage.

**Step 2** • Select **Level 2 Report Access** to login with the Blackboard login

- **Level 2 Report Access**
- [Managing your Blackboard Account](#)
- [Information for Staff](#)
- [Information available to students via LearnJCU](#)
- [Frequently Asked Questions](#)
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**Step 3** • Click on '**Analytics for Learn Reports \_432**'.

**Step 4** • This will bring you to the below page. Click on the '**Student at a Glance report**'. To run this report, several parameters need to be supplied. Fill in the required parameters (and optional parameters if desired) and click the **View Report** tab in the right hand corner. A description of each parameter is provided below.





Student At A Glance JCU x

Secure | https://cook-analytics.blackboard.com:33001/Reports/Pages/Report.aspx?ItemPath=%2FAnalytics+For+Learn+Reports\_432%2FStudent+At+A+Glance+JCU

Home > Analytics For Learn Reports\_432 > Student At A Glance JCU Home | My Subscriptions | Help

Year:	2015 ▼	Study Period:	<Select a Value> ▼	<a href="#">View Report</a>
Academic Level:	All ▼	Academic Standing:	All ▼	
Class Level:	All ▼	Degree:	▼	
Lastname Search:	<input type="text"/>	Student:	▼	
Compare To:	▼	Subject Status:	All ▼	

## Report Parameters

- **Year (Required):** Select the year which you wish to run the report for.
- **Study Period (Required):** The academic Study Periods at your institution (e.g. Study Period 1, 2015). Selecting a Study Period automatically filters down the LearnJCU Subjects that can be selected.
- **Academic Level (Optional):** The academic levels at your institution (e.g. Bachelor Pass = Undergraduate). Selecting an Academic Level filters down the students that can be returned by the report.
- **Academic Standing (Optional):** The standing of students at your institution (e.g. Good Standing). Selecting an Academic Standing filters down the students that can be returned by the report.
- **Class Level (Optional):** The year level of a subject (e.g. 1 = first year subjects, 2 = second year subjects).
- **Degree (Optional):** The degree the student you want to run the report for is enrolled in (e.g. Bachelor of Arts).
- **Last Name Search (Optional):** A keyword search that can be used to filter down the Students that can be selected. This field can be used in conjunction with the other parameters to obtain a smaller list of students from which to make a selection. For example, if you were looking for Jim Smith, typing "Smith" would narrow down the students to those with a keyword match for Smith.
- **Student (Required):** The names of students, with their Student ID, filtered by the study period, Academic Level, Course, and Last Name search parameters. The student selected will serve as the basis for the report.



- **Compare to (Required):** Determines the cohort of students to which the selected student will be compared. Parameters include:
  - **Academic Level**
  - **Academic Standing**
  - **Class Level**
  - **Enrolled Subjects**
  - **Primary Major**

## Interpreting and Using the Report

After the report has been run successfully, the selected student's activity and performance can be compared to the selected cohort in several ways.

The **General Information** section presents information about the selected student.

The **Student Average per Subject vs (comparison group) Averages** section displays measures about the selected student compared to the average of the selected cohort. The following measures are displayed:

- **Subject Accesses:** The average number of times the selected student accessed the subjects in which they were enrolled during the selected study period, compared to the average number of subject accesses per student in the selected cohort.
- **Interactions:** The average number of student actions initiated within the selected students LearnJCU subject sites during the selected term, compared to the average of the selected cohort. Many types of student actions can lead to an interaction being logged, such as accessing a subject item and submitting a discussion forum post.
- **Submissions:** The average number of Assignment, Blog, Discussion, Journal, Safe Assignment, Survey, and Test submissions made by the selected student in the subjects in which she is enrolled during the selected term, compared to the average number of submissions per student in the selected cohort.

The **Subject Accesses vs Subject AVG** graph displays the total number of subject accesses for the selected student during the selected term compared to the average of the selected cohort.

The **Submissions/Posts vs Subject AVG** graph displays the total number of submissions for the selected student during the selected term compared to the average of the selected cohort.

The **Interactions vs Subject AVG** graph displays the total number of interactions for the selected student during the selected term compared to the average of the selected cohort.

The **Time in Subject (mins.) vs Subject Group Average** graph displays the total amount of time (in minutes) for the selected student during the selected term compared to the average of the selected cohort.



### **Handy tip!**

*The report can be printed or exported using the below icon at the top of the page.*





The **LEARNJCU SUBJECT HISTORY** section displays the subjects in which the selected student is (or was) enrolled. For each subject, several measures are displayed, comparing the selected student against the average of other students enrolled in the same subject.


- **Study Period:** The study period for the respective LearnJCU Subject.
- **LearnJCU Subject:** The name of the LearnJCU Subject, which links to the Subject At A Glance Report.
- **Grade Centre Not Used:** An X indicates that a certain LearnJCU Subject does not use the Grade Centre, which is defined as a Grade Centre that has no columns or grades for any students enrolled in the subject.
- **Enrolled Count:** The number of students enrolled in the LearnJCU Subject.
- **Subject Accesses:** The number of times the selected student accessed the subjects in which they were enrolled during the selected term, compared to the average number of subject accesses by other students for the same subject.
- **Minutes:** The total amount of time (in minutes) for the selected student in the LearnJCU Subject compared to the average time spent by the other students enrolled in the same subject.
- **Interactions:** The total number of interactions for the selected student in the LearnJCU Subject compared to the average interactions by the other students enrolled in the same subject.
- **Submissions:** The total number of submissions for the selected student in the LearnJCU Subject compared to the average interactions by the other students enrolled in the same subject.
- **Grade Centre Grade:** The student's **Grade Centre External Grade**, compared to the average of other students enrolled in the same subject. Both of these figures are established by the instructor. It is important to consider that the Grade Centre Grade is determined by the instructor based on the way in which he or she has configured the Grade Centre, which may not necessarily correspond to the students' official grade(s), or the **Final Grade**. For more information on how to correctly set up the Grade Centre flag, refer to the help documentation online (<https://www.jcu.edu.au/learning-and-teaching/learning-analytics/guides>).
- **Final Grade:** The student's grade (in points) from the SIS, compared to the average grade of the other students enrolled in the same subject.
- **Final Grade Letter:** The student's final grade (as a letter) from the SIS.
- **Instructor:** The primary instructor of the LearnJCU Subject.


### **Words of Wisdom!**

*Within this report arrows are used as a quick indicator of how the student compares to other students.*

A red arrow pointing down  indicates that the student is <10% the subject average

A green arrow pointing up  indicates that the student is >10% the subject average

A grey horizontal arrow  indicates that the student is within +/- 10% of the subject average

A grey circle  indicates that no data was recorded.



## Report Preview

### Students Name (JC Number)

**General Information**

Student ID: JC Number  
 Standing: Good Standing  
 Degree: Bachelor of  
 Division: Division of Tropical Environments & Societies  
 Email: Student email  
 Citizenship: Australian  
 Phone:  
 Class Level: 2  
 Academic Level: Bachelor Pass

**Student Average Per Subject vs Academic Level Averages (614 Students)**

Category	Student	Bachelor Pass
Subject Accesses	32.8	70.1
Interactions	188.8	476.3
Submissions/Posts	4.0	12.3

**Subject Accesses vs Subject AVG**

**Submissions/Posts vs Subject AVG**

**Interactions vs Subject AVG**

**Time in Subject (mins.) vs Subject Group Average**

**Legend**

↑ > Avg. + 10%	→ Within Avg. +/- 10%
↓ < Avg. - 10%	⊙ NA

**LEARNJCU SUBJECT HISTORY**

STUDY PERIOD	LearnJCU Subject	GRADE CENTRE NOT USED	ENROLLED COUNT	SUBJECT ACCESSES		MINUTES		INTERACTIONS		SUBMISSIONS		GRADE CENTRE SCORE		FINAL GRADE		FINAL GRADE LETTER	INSTRUCTOR
				STUDENT	AVG	STUDENT	AVG	STUDENT	AVG	STUDENT	AVG	STUDENT	AVG	STUDENT	AVG		
Study Period 2	Subject Code	X	8.0	0	0.0	0	0.0	0	0.0	0	0.0			0.00	0.00	No Grade Recorded	Instructors Name
Study Period 2	Subject Code	X	5.0	0	0.0	0	0.0	0	0.0	0	0.0			0.00	0.00	No Grade Recorded	Instructors Name
Study Period 2	Subject Code	X	2.0	0	0.0	0	0.0	0	0.0	0	0.0			0.00	0.00	No Grade Recorded	Instructors Name
Study Period 2	Subject Code	X	5.0	0	0.0	0	0.0	0	0.0	0	0.0			0.00	0.00	No Grade Recorded	Instructors Name