USER GUIDE

'Subject At A Glance' Report

What can this report do for me?

- This report provides summary information about an individual LearnJCU subject, and comparative information against a selected group of other LearnJCU subjects.
- This report can help analyse how a particular subject is designed, how the subject compares to other subject sections in the same Division or with the same subject number, and how the students in the subject are using the subject.
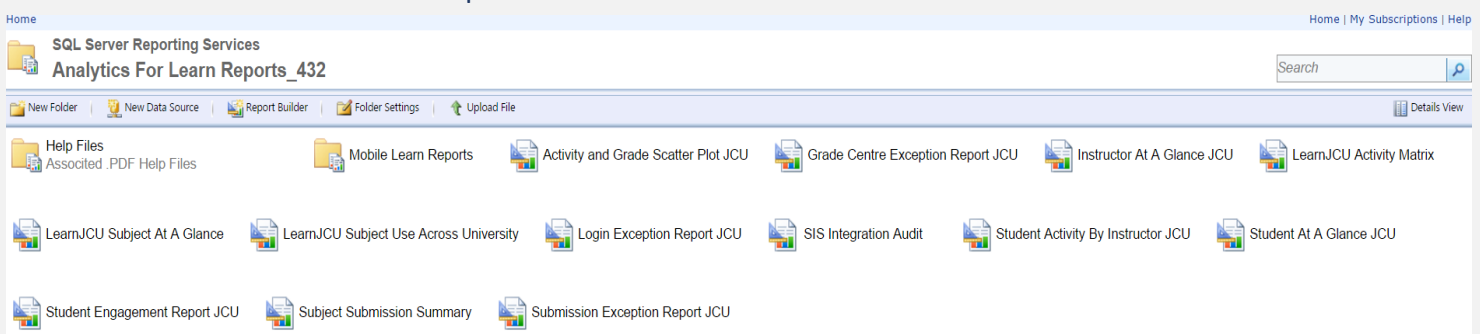
Running the Report

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
- Reports and Dashboards
- Glossary

Step 3 • Click on '**Analytics for Learn Reports _432**'.

Step 4 • This will bring you to the below page. Click on the **'Subject at a Glance'**. 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.

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Analytics For Learn Reports_432   Search

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| Help Files | Mobile Learn Reports | Activity and Grade Scatter Plot JCU | Grade Centre Exception Report JCU | Instructor At A Glance JCU | LearnJCU Activity Matrix |
| Associated .PDF Help Files | | | | | |

| LearnJCU Subject At A Glance | LearnJCU Subject Use Across University | Login Exception Report JCU | SIS Integration Audit | Student Activity By Instructor JCU | Student At A Glance JCU |

| Student Engagement Report JCU | Subject Submission Summary | Submission Exception Report JCU |

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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.
- **Division (Required):** This refers to the organisational units at your institution (e.g. Division of Tropical Environments and Societies). Selecting a division automatically filters down the LearnJCU Subjects that can be selected.
- **Academic Level (Optional):** This refers to the academic levels at your institution (e.g. Undergraduate). Selecting an Academic Level filters down the students that can be returned by the report.
- **College (Optional):** The college organisational units at your institution in the Division selected (e.g. College of Arts, Society and Education). Selecting a college automatically filters down the LearnJCU subjects that can be selected.
- **Mode (Optional):** The educational modality of a LearnJCU subject (e.g. Online, In Person, etc.) You can either select to have subjects with All Modes displayed or only those subject with the Same Mode.
- **Subject Status (Optional):** This options refers to the whether the subject is open to students. You can either select to see only those subjects that are open, or to see all subjects.
- **Subject Code (Optional):** This refers to the subject code of the subject you wish to run the report for (e.g. 15_AN1001-SP1). Selecting a subject code automatically filters down the LearnJCU subjects that can be selected.
- **LearnJCU subject (Required):** The LearnJCU subject on which the report will be run. The list of subjects is filtered based on the Study Period, Division, College, and subject code selected. If the LearnJCU subject title is longer than 70 characters, it is truncated.
- **Compare to (Required):** For this option select college in order to compare to the same college as the selected subject.

Interpreting and Using the Report

After the report has been run successfully, the selected LearnJCU subject's activity can be compared to the college's average in several ways. The students enrolled in the subject can also be compared to the LearnJCU subject average.

The **LearnJCU Subject Information** section presents general information about the selected Subject.

In the top right hand corner of the report the **ITEM COUNT** and **% OF ITEMS ACCESSED** tables compare the subject's average on Assessment, Content and Tools with the college average. The **ACTIVITY** table compares the subject's average for Accesses, Minutes, Interactions and Submissions/Posts to the college average. In all three of these tables, a visual representation of the percentage difference is provided. A green bar indicates the subject has a higher average while a red bar indicates the subject as a lower average compared to the college. The size of the bar is directly proportional to the size of the difference.

The next section displays four line charts which compare the selected subject to the college for four different activity measures. The following graphs are displayed:

- **Accesses AVG vs College AVG:** The average number of times per week the enrolled students accessed the selected LearnJCU subject during the selected study period, compared to the average number of Subject accesses per student in the college.
- **Submissions/Posts AVG vs College AVG:** The average number of Assignment, Blog, Discussion, Journal, Safe Assignment, Survey and Test submissions per week made by the enrolled students in the selected subject and study period, compared to the average number of submissions per student in the college.
- **Interaction AVG vs College AVG:** The average number of actions per week the students in the selected subject and study period performed an interaction in the LearnJCU subject site, compared to the average number of actions per student in the college. Many types of student actions can lead to an interaction being logged, such as accessing a subject item or submitting a discussion forum post.
- **Minutes AVG vs College AVG:** The average amount of time per week the enrolled students spent in the selected LearnJCU subject during the selected study period, compared to the average amount of time spent per student in the selected comparison group.

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

> **Handy tip!**
>
> For a better understanding of what is meant by the terms Accesses, Submissions, Interactions and Minutes refer to the **Activity in Blackboard Analytics** Guide on the Learning Analytics website: https://www.jcu.edu.au/learning-and-teaching/learning-analytics/guides

The **Student Activity Summary** section displays the students enrolled in the selected LearnJCU subject along with several measures. This table compares a given student against the average of other students enrolled in the same subject. The following information is displayed:

- **Student:** The student name, including the Student ID number.
- **Date of Last Access:** The date the student last accessed the selected subject's LearnJCU site.
- **Date of Last Submission:** The date the student submitted their last assessment on the selected subject's LearnJCU site.
- **Subject Accesses:** The number of times the student accessed the selected subject during the selected study period, compared to the average number of subject accesses for the other enrolled students in the same subject.
- **Minutes:** The total amount of time (in minutes) that a given student has spent in the LearnJCU subject compared to the average time spent by all of the other students enrolled in the same subject.
- **Interactions:** The total number of interactions for a given 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 a given student in the LearnJCU subject compared to the average submissions by the other students enrolled in the same subject.
- **Grade Centre Score:** The student's grade Centre grade (which uses the **Total Grade Centre Grade column)**, compared to the average of the other students enrolled in the same subject, both of which are established by the instructor. It is important to consider that the Grade Centre Grade is predetermined 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) of record, 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 Grade Centre, compared to the average grade of the other students enrolled in the same 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

LearnJCU Subject At A Glance

LearnJCU Subject Information

|	
Instructor:	Instructors Name
Subject ID:	
Study Period:	Study Period 1
Status:	Available
Mode:	INT – Internal
Active Student Users:	535
Division:	Division of Tropical Health & Medicine
College:	College of Healthcare Sciences

ITEM COUNT

ITEM	Subject	COLLEGE AVG (INT – INTERNAL SUBJECTS)	% DIFFERENCE
Assessment	29	14.3	
Content	163	79.9	
Tool	30	22.1	

% OF ITEMS ACCESSED

ITEM	Subject	COLLEGE AVG (INT – INTERNAL SUBJECTS)	% DIFFERENCE
Assessment	39.7%	48.4%	
Content	38.6%	35.3%	
Tool	4.4%	7.6%	

ACTIVITY

ITEM	Subject AVG	COLLEGE AVG (INT – INTERNAL SUBJECTS)	% DIFFERENCE
Accesses	61	49.5	
Minutes	1,418	1,067.3	
Interactions	716	392.0	
Submissions/Posts	10	5.7	

-200%   -100%   0%   100%   200%

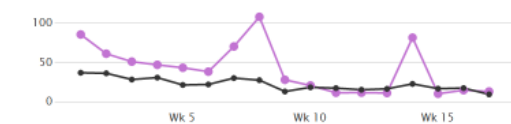■ This Subject   ■ College of Healthcare Sciences (67 Subjects)

Accesses AVG vs College AVG
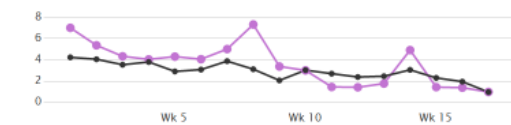
Submissions/Posts AVG vs College AVG
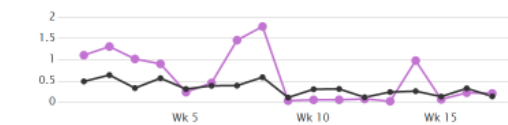
Interactions AVG vs College AVG

Minutes AVG vs College AVG
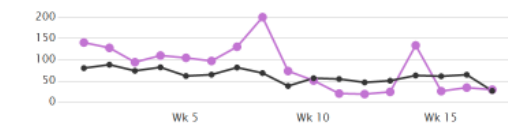
Legend

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

Student Activity Summary (535 Students)

STUDENT NAME	DATE OF LAST ACCESS	DATE OF LAST SUBMISSION	Subject ACCESSES STUDENT	AVG	MINUTES STUDENT	AVG	INTERACTIONS STUDENT	AVG	SUBMISSIONS STUDENT	AVG	GRADE CENTRE SCORE STUDENT	AVG	FINAL GRADE STUDENT	AVG	FINAL GRADE LETTER
Students Name (JC Number)	11/07/2016	25/05/16	58 →	61.1	1650 ↑	1418.0	684 →	716.5	7 ↓	10.0	80.0% ↑	71.2%	6.00 ↑	3.95	D
Students Name (JC Number)	29/10/2016	08/06/16	71 ↑	61.1	1735 ↑	1418.0	680 →	716.5	4 ↓	10.0	46.3% ↓	71.2%	1.50 ↓	3.95	N
Students Name (JC Number)	19/01/2017	25/05/16	33 ↓	61.1	777 ↓	1418.0	359 ↓	716.5	3 ↓	10.0	66.3% →	71.2%	1.50 ↓	3.95	N
Students Name (JC Number)	26/06/2016	25/05/16	63 →	61.1	1738 ↑	1418.0	763 →	716.5	8 ↓	10.0	66.3% →	71.2%	0.00 ↓	3.95	SX