Blackboard Course Reports

Course reports can be run in each individual course. On the course menu click on **Evaluation>Course Reports.** This will give you a list of different reports to run for activity and performance. From Blackboard: Report data is automatically refreshed in the system every 20 minutes for all reports except activity reports. Activity data is collected and will refreshed once per day at midnight. Note: Report data is only stored for 180 days.

*10/23/15: Known-issue- Disabled students are appearing in course reports. No disabled students should appear in course reports. Target fix for summer 2016.

Overview of Course Report Types:

All User Activity Inside Content Areas: Summary of all user activity inside Content Areas for the course
- Users: Can select individual students or select multiple students at once
- Dates: Select date range
- Data: Shows how many hits(clicks) on course menu content items per student, per day and overall.
- Does not: Show hits on individual items under content areas or gives amount of time spent in each content area.

Course Activity Overview: Displays overall activity within a single course
- Users: All students included in report. Can select individual users once report is run (click on blue bar)
- Dates: Select date range
- Data: Shows amount of hours per day enabled users are in the course. Course Overview shows amount of hours per day for all users in the date range. Student overview allows you to click on individual student to open their *Student Overview for a Single Course* report
- Does not: On initial report show individual statistics

Course Performance: This report displays information showing how a single Blackboard Learn Course performs against a selected set of goals. Performance targets and a range of acceptable performance for the course can be determined when running the report. Data includes averages for the entire course as well as breakdowns for individual students and goals.

Overall Summary of User Activity: Displays user activity for all areas of the course
- Users: All users, can select individual students or select all
- Dates: Select date range
- Data: Shows hits(clicks on) for different applications throughout the course (some may not be available to students) and breaks it down by overall percentages, hits per day and also hits per student per day. Also shows hits per hour of the day and each day of the week.

- Does not: Show data for individual users on what they specifically hit on each day or session

Single Course User Participation Report: Displays statistics on assessment and collaboration tool submissions for all users in this course during a specified timeframe
- Users: All students included in report
- Dates: Select date range
- Data: Opens directly in Excel. Shows what students most recent assignment submission(within date range) and total amount of submissions, most recent test submission and total, most recent discussion board submission(date) and total, then a combination of both to show most recent submission and a total.
- Does not: show the name of the most recent assignment, test or discussion submission

Student Overview for Single Course: Student Overview for Single Course displays an individual student's activity within a course, sorted by date. Data includes the total overall time the student spent in the course as well as information about the student's activity, such as which items and Content Areas the student accessed and the time spent on each.
- Users: Select individual user (choose from all users)
- Dates: Select date range
- Data: Shows amount of hours per day of the week the student is logged into the course and total logins with last login date (in the date range). In the Student Activity by Item report it shows which items the user accessed (name and location), total time spent, numbers of times accessed and the initial access date and time.
- Does not: show the last date and time an item was accessed or if a submission was made for the different items.

User Activity in Forums: This report displays a summary of user activity in Discussion Board Forums for the course. *Can select format of how the report appears: PDF, HTML, Excel, and Word
- Users: Can select one or multiple users at once
- Dates: Select date range
- Data: Shows all discussion forums in the course, how many times the users accessed the forum (clicks within the discussion) and the percentage overall compared to other discussion forums accessed. Provides a pie chart showing breakdown of hits per forum (does not appear with the Excel format). Provides a breakdown of each discussion and how many threads/replies the user made. Also shows how many threads/replies were made on a specific day
- Does not: show the amount of time spent in each individual forum

User Activity in Groups: Displays a summary of user activity in Groups for the course.
- Users: Select users who have been added to groups (users not in groups will not appear in the Select User list)
- Dates: Select date range
- Data: Shows hits(clicks) for all groups (even if user is not a member) within date range. Shows hits on individual days.
- Does not: show which individual group tools were accessed. Also does not show the amount of time spent in the group on given days.

If you need further assistance or have additional questions please contact:

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