

# USER ACTIVITY IN GROUPS REPORT



Blackboard Learn

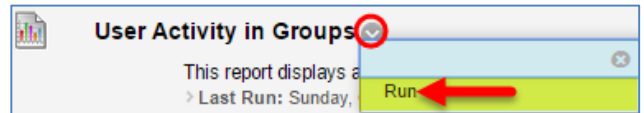
The User Activity in Groups report displays a summary of user activity in groups that you have created and assigned to students in your course. This report can be used to identify and compare student activity in assigned groups.

- This report can only be run on students who are *currently* enrolled in the course.
- For best performance in generating reports, we recommend using Google Chrome or Firefox as your browser.

## RUNNING THE REPORT

1. In your course's **CONTROL PANEL**, click on the **EVALUATION** menu. From the expanded list of options, click **COURSE REPORTS**.

2. On the **COURSE REPORTS** page, scroll down the list of report options to find the report called **USER ACTIVITY IN GROUPS**. Roll your mouse over the name of this report, click the gray context arrow that appears, and select **RUN** from the context menu.



3. The **RUN REPORTS** page will appear. Under **REPORT SPECIFICATIONS**, use the time-date scheduling tools to choose the **START DATE** and **END DATE** of the time period you want to use to evaluate activity in the course.

If desired, you may select one or more students from the **SELECT USERS** pane to evaluate. Otherwise, this report will evaluate all users in the course.

4. When you are ready, click the **SUBMIT** button.

5. A "Please Wait" animation will appear on the screen while your report processes. This may take a few minutes, depending on your timeframe's length and number of users you have included in the report.

**Run Reports**

\* Indicates a required field.

Cancel Submit

REPORT INFORMATION

Name	User Activity in Groups
Description	This report displays a summary of user activity in Groups for the course.
Elapsed Time of Last Run	13.995 seconds

REPORT SPECIFICATIONS

All report types will open in a new browser window upon Submit.

Select Format: PDF

\* Select a Start Date: 12/21/2014

\* Select an End Date: 07/15/2015

Select Users: Asterisk, Annie (testhamilton1), Bracket, Brett (testhamilton3), Colon, Collin (testhamilton2), Spacebar, Sally (testhamilton4)

**\*\* Do not leave or refresh your screen \*\***

- When the report is done processing, a confirmation page will appear; a new browser window may also appear to display your report.

To download or save the report to your computer, click the **DOWNLOAD REPORT** link on the confirmation page.

**Successful Run: User Activity in Groups**

Save to Content Collection  
Save this report to the Content Collection.

**Download Report** ←

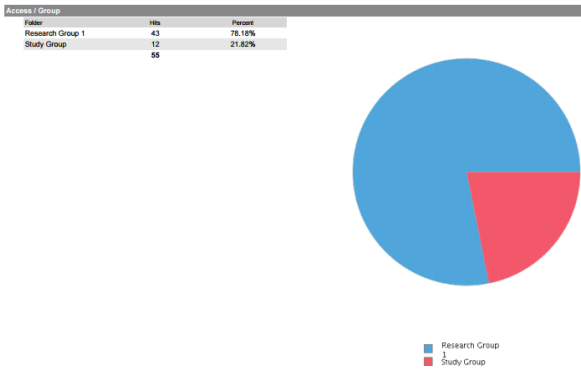
Save the file containing the report data to a local system.

Run a new Report  
Run the report again using different report criteria.

### EXAMPLE USER ACTIVITY IN GROUPS REPORT

The report will provide tables and charts that visualize the groups in the course that have been accessed by course users, their frequency of access (ie. page views), and the dates of access.

#### User Activity in Groups



#### User Activity in Groups

	Research Group 1	Study Group	Total
Asteria, Annie (asthamilton1)	19	12	31
Bracket, Brett (beshamilton3)	24	0	24

#### User Activity in Groups

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Asteria, Annie (asthamilton1)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31	
Bracket, Brett (beshamilton3)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24	
Coler, Colin (ceshamilton2)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Curtin, Adrien (aamc)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Curtin, Pamela (curtinp)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

### PRINTING AND SAVING THIS REPORT

When viewing this report in your web browser, it will load as a PDF document automatically.

Use your browser’s print function to print the report. Or, push the CTRL and S keys on your keyboard simultaneously to save the PDF to a location on your computer.

URL: https://blackboard.matc.edu/sessions/1/8/2/8/1/6/3/2/7/session/1436974885290/17...  
 PDF Title: ons/1/8/2/8/1/6/3/2/7/session/1436974885290/17335355046124710.pdf

**User Activity in Groups**

Access / Group	Hrs	Percent
Research Group 1	43	78.18%
Study Group	12	21.82%
<b>Total</b>	<b>55</b>	

Legend: Research Group (blue), Study Group (red)

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