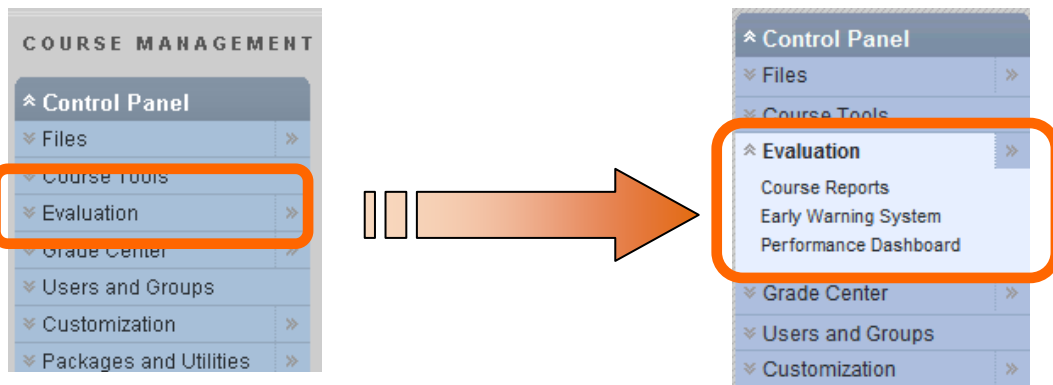




## Assessment: View Blackboard<sup>®</sup> Statistics

When you start using Blackboard, you may be curious about what students are logging in and looking at your course site. You may even wonder which students have looked at a specific document. This tipsheet shows you how to pull up the “Performance Dashboard” to get a quick view at when the students have last looked at your Blackboard site and how many discussion board entries they have posted.

1. Log in to Blackboard <http://eaglebb.coppin.edu>
2. In the "My Courses" panel on the right, click the name of your course to go into the course site.
3. In the **Control Panel** section in the left side of the screen , click **Evaluation**.



The Evaluation section expands and displays more options.

### When have students looked at your site – Performance Dashboard


1. Click the **Performance Dashboard** link in the Evaluation section.

The **Performance Dashboard** shows you a list of all the students in the course. One column is labeled “Last Course Access” and it shows you the last time that the student was in your course site in Blackboard. In the example below, the student last accessed the course site on Sept 23, 210 at 4:26:10 pm.

**Performance Dashboard**

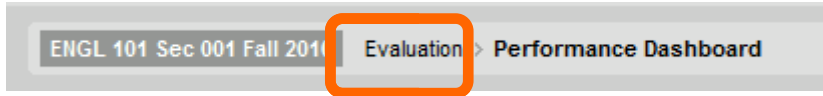
The Performance Dashboard provides an up-to-date report on the activity for all students. Information appears in a table format. Click the arrow in the header row of a column to sort the table data by that column. [More Help](#)

Last Name	First Name	Username	Role	Last Course Access	Days Since Last Course Access	Review Status	Adaptive Release	Discussion Board	Early Warning System	View Grades
Byrnes	Abby	abyrnes00	Student	Sep 23, 2010 4:26:10 PM	3	0		0	:	

From this Performance Dashboard, you can easily check on the student's grades, by clicking the  button that appears at the far right side of the screen, on the same line as the student's name.

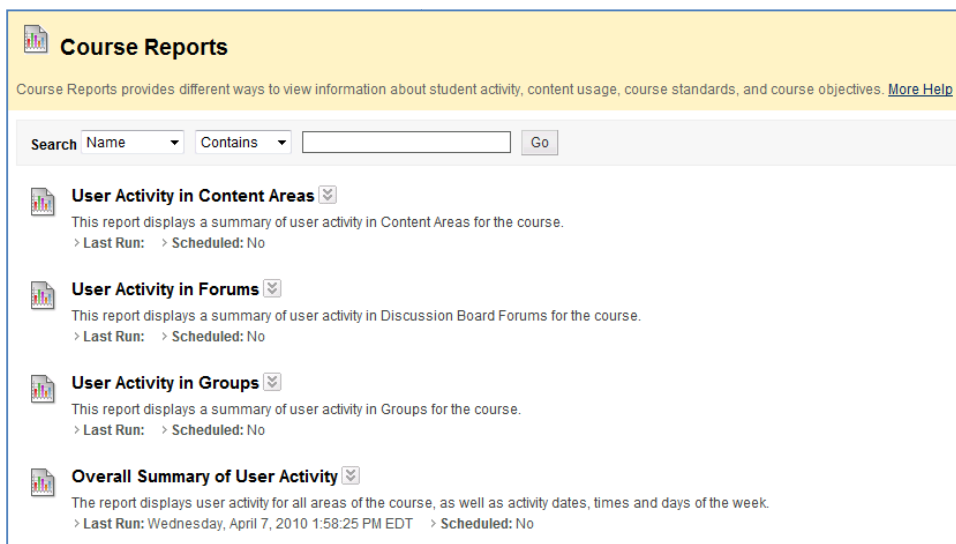
## Overall Course Statistics

1. Go back to the **Evaluation** window by clicking the **Evaluation** link in the “navigation trail” at the top of the Blackboard window.



2. Click the **Course Reports** link.

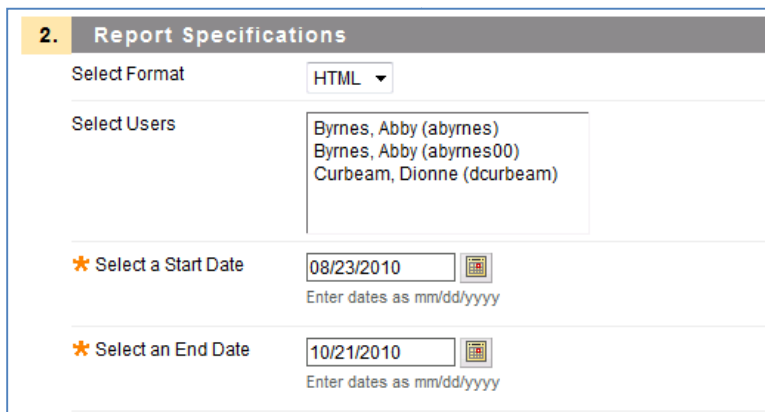
You will see the Course Reports screen with various options.



To see the Overall Summary of Usage for this course, for all students, for this semester, click **Overall Summary of User Activity**.

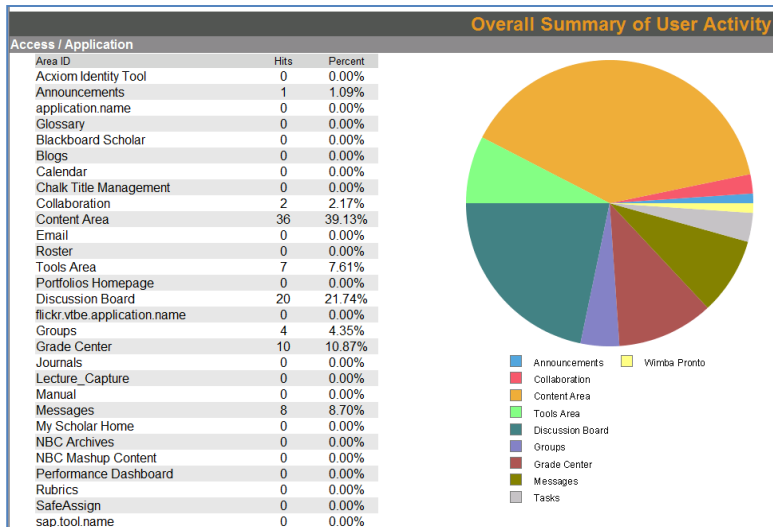
3. In section **2**, select the report Format -- HTML, PDF, Excel or Word.
4. Select the Start Date.

For example, set the start date to 8/23/2010.



- Click **Submit**.

You will see a pie chart indicating the specific sections the students have accessed.




Below the chart, you will see a detailed list of which students have accessed each section.

## Statistics for a specific document

If you would like to find out which students have accessed a specific document, you can view statistics for it. First, you need to go to the document in whatever content area it is located, and then view the statistics.

- Use the links on the left (like Content) to navigate to the specific document that you want to get statistics for.

- Click the  Options button next to the document.

For example, I want to find out which students have clicked the item **Essay: How Bigger Was Born**.

- Click **View Statistics Report**.

