



## Viewing a Student's Progress from the Classlist – D2L Tutorial

This tutorial is designed for faculty who have previous experience using the various tools in D2L. For further information, please contact [elearning@camosun.ca](mailto:elearning@camosun.ca) for assistance.

### Scenario

This tutorial will cover the steps involved in viewing an individual student's progress through your D2L course.

### Steps

1. Go to the **Classlist** tool in your course.
2. Click on a student's drop-down menu (the down arrow) and select **View Progress**. This will open the **User Progress** tool.

The screenshot shows the D2L Classlist interface. At the top, there are tabs for 'Enrolment Statistics' and 'Email Classlist'. Below these are tabs for 'All', 'Student', and 'Teacher'. A 'View By:' dropdown is set to 'User' with an 'Apply' button. A search bar is labeled 'Search For...' with a 'Show Search' button. Below the search bar are icons for 'Email', 'Page', and 'Print'. A table lists students with columns for 'Image', 'First Name, Last Name', 'Username', 'Org Defined ID', and 'Role'. The table contains three rows: 'Demo A\_Student', 'Training01 Student', and 'Training02 Student'. A red box highlights the drop-down menu for 'Training01 Student', which is open, showing options: 'Send Email', 'Impersonate', 'Change account settings', 'Email password reset link', 'View progress' (highlighted with a red box), 'View shared locker files', 'View group enrolments for', and 'View blog'. A red arrow points from the 'View progress' option to the 'Training01 Student' row.

	Image	First Name, Last Name	Username	Org Defined ID	Role
<input type="checkbox"/>		Demo A_Student	ADemo_Student	ADemo_Student	-
<input type="checkbox"/>		Training01 Student	training.student01		Student
<input type="checkbox"/>		Training02 Student	training.student02		Student



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3. The default view will be the **Summary** of the student's progress through the course, but you can click on the name of any of the tools in the list to view what the student has done in that particular tool. For the purposes of this tutorial, we will click on **Content**.

Classlist > Training01 Student

Print Settings Help

Student, Training01  
training.student01

Training Course 03  
Training

Summary  
Grades  
Objectives  
**Content**  
Discussions  
Dropbox  
Quizzes  
Checklist  
Surveys

## Progress Summary

### Grades

Final grade not released

Grades Received: 10

### Objectives

Learning Objectives Passed

0 % (0/0)

In Progress: 0

Passed: 0

Needs Remediation: 0

4. Click on the **Table of Contents** title bar to expand it (if it is collapsed).

Student, Training01  
training.student01

Training Course 03  
Training

Summary  
Grades  
Objectives  
**Content**

## Content Progress

# Visits	Time Spent	Topics Visited	
0	0d 0h 0m 0s	0	0 % Visited: 0 / 17

Table of Contents



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5. Click on the hyperlinks within the information to **Show Details** of a student's progress through the tool. When finished viewing details, you can click Hide Details to collapse the details.

Student, Training01  
training.student01

Training Course 03  
Training

Summary

Grades

Objectives

**Content**

Discussions

Dropbox

Quizzes

Checklist

Surveys

Login History

Content Progress

# Visits Time Spent Topics Visited  
0 0d 0h 0m 0s 0

0 % Visited: 0 / 17

Table of Contents

Sample Module

0 % Completed: 0 / 0

0 Topics, 0 Modules

Never visited

Sample Rubrics

0 % Completed: 0 / 0

Hide Details

Never visited

Edelstein & Edwards' (2002) Assessing Effectiveness of Student Participation in Online Discussions

0 visits 0d 0h 0m 0s Never visited

6. When you are finished, click **Classlist** in the breadcrumbs (top left) to return to the **Classlist** tool.

Training Course 03 Course Home My Tools Edit Course

**Classlist** Training01 Student Content

Print Settings Help

Student, Training01  
training.student01

Training Course 03  
Training

Summary

Grades

Objectives

**Content**

Discussions

Dropbox

Content Progress

# Visits Time Spent Topics Visited  
0 0d 0h 0m 0s 0

0 % Visited: 0 / 17

Table of Contents

Sample Module

0 % Completed: 0 / 0

0 Topics, 0 Modules

Never visited

Sample Rubrics

0 % Completed: 0 / 0

## Things to Remember

You can also view a student's progress through some of the tools themselves. For example, you can view a student's quiz attempt in the Quizzes tool, or a student's grades through the Grades tool.

Also note that the **Content** tool's progress function only records if a student has clicked on a Content Topic, and for how long it remained open. It is NOT an indication of whether the student read the Topic or if she understood it.



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