



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 or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

Scenario

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

Steps

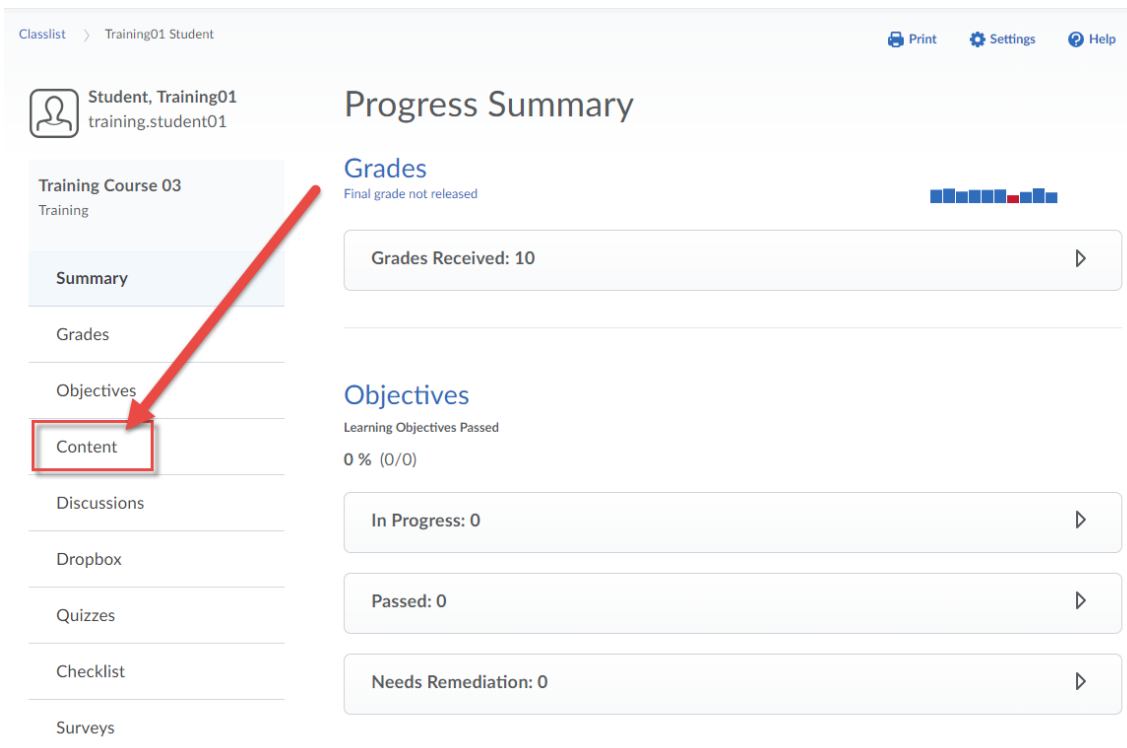
1. Go to the **Classlist** tool in your course.
2. Click on a student's drop-down menu (the down arrow) and select **View Progress**. This will open the **User Progress** tool.

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

	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



- 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

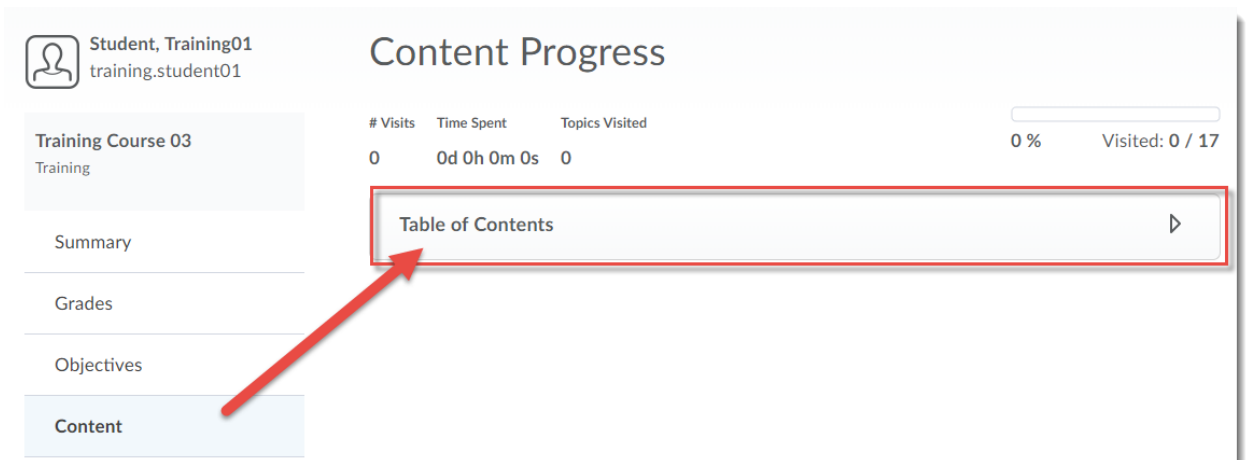
0 % (0/0)

In Progress: 0

Passed: 0

Needs Remediation: 0

- 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	Progress
0	0d 0h 0m 0s	0	0 % Visited: 0 / 17

Table of Contents



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.



This content is licensed under a [Creative Commons Attribution 4.0 International Licence](https://creativecommons.org/licenses/by/4.0/). Icons by the [Noun Project](https://nounproject.com/).