

HiEd LMS Training Guide 1.0

For

Course Coordinators



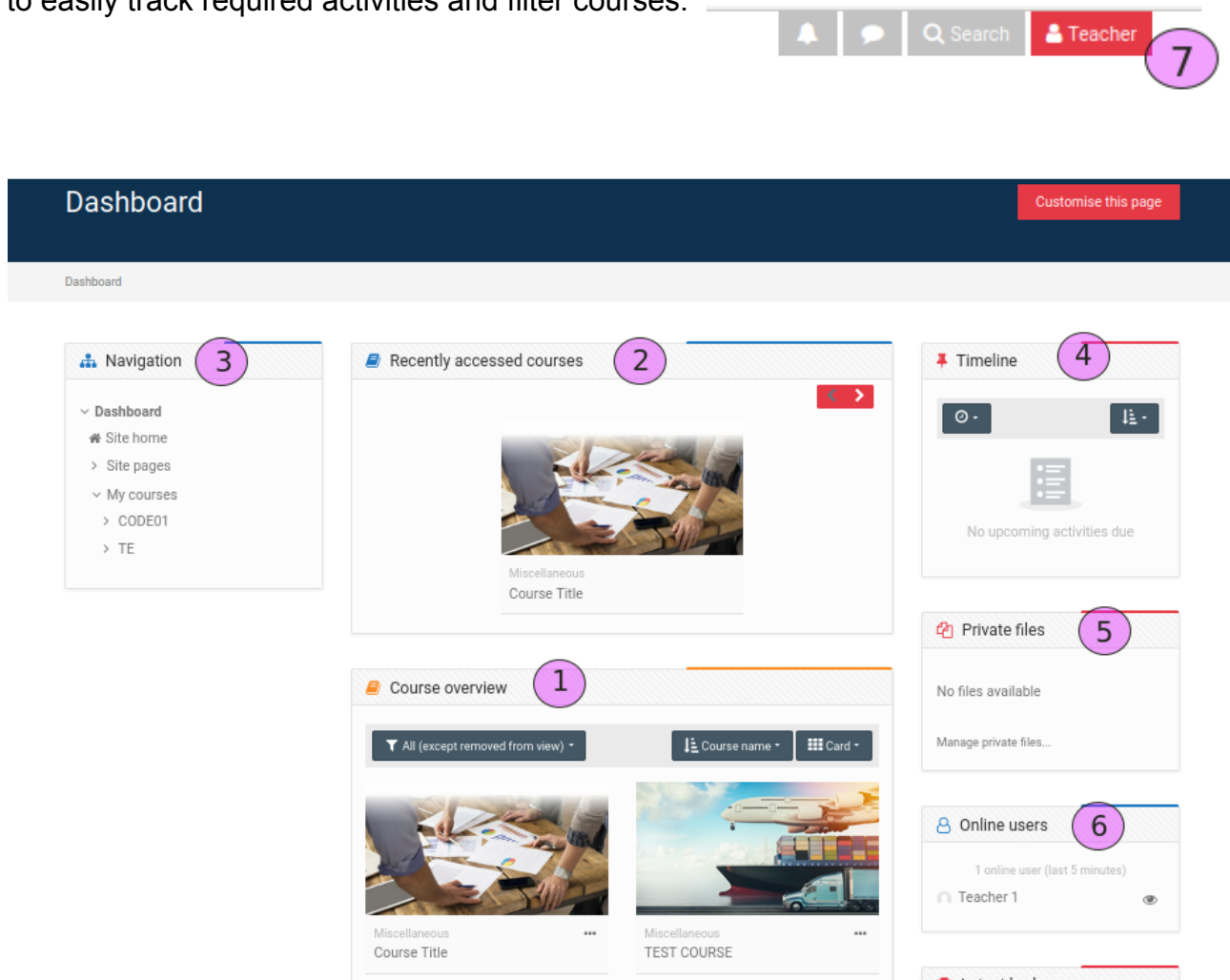
OFFICE OF CENTRE FOR DISTANCE AND ONLINE EDUCATION
B S ABDUR RAHMAN CRESCENT INSTITUTE OF SCIENCE AND TECHNOLOGY

Table of Contents

S.No	Title	Page
1	Dashboard	3
2	User Profile	4
3	Course Overview	5
4	Activities/Resources	7
	4.1 Flip Book	8
	4.2 MCQ	9
	4.3 Discussion Forum	18
	4.4 Assignment	21
	4.5 Video Conference/Webinar	24
5	Reports	26
	5.1 Activity Completion	26
	5.2 Grade Book	27
	5.3 Logs	27

1. Dashboard

The Dashboard is a page for providing users with details of their progress and upcoming deadlines. In the centre is the Course overview block which allows students and teachers to easily track required activities and filter courses.



Options

1. **Course overview** block shows a list of all courses in which a user is enrolled/has an assigned role.
2. **Recently accessed courses** block shows the recently accessed courses.
3. **Navigation block** is used to access pages such as Dashboard, Site home, My courses, etc. It is also known as sidebar. The sidebar/navigation block can be hidden/shown by choosing 'hide/show sidebar' option.
4. **Timeline** block shows the upcoming course activities
5. **Private files** block is used to manage private files as resources used for courses
6. **Online users** block shows the list of online users.

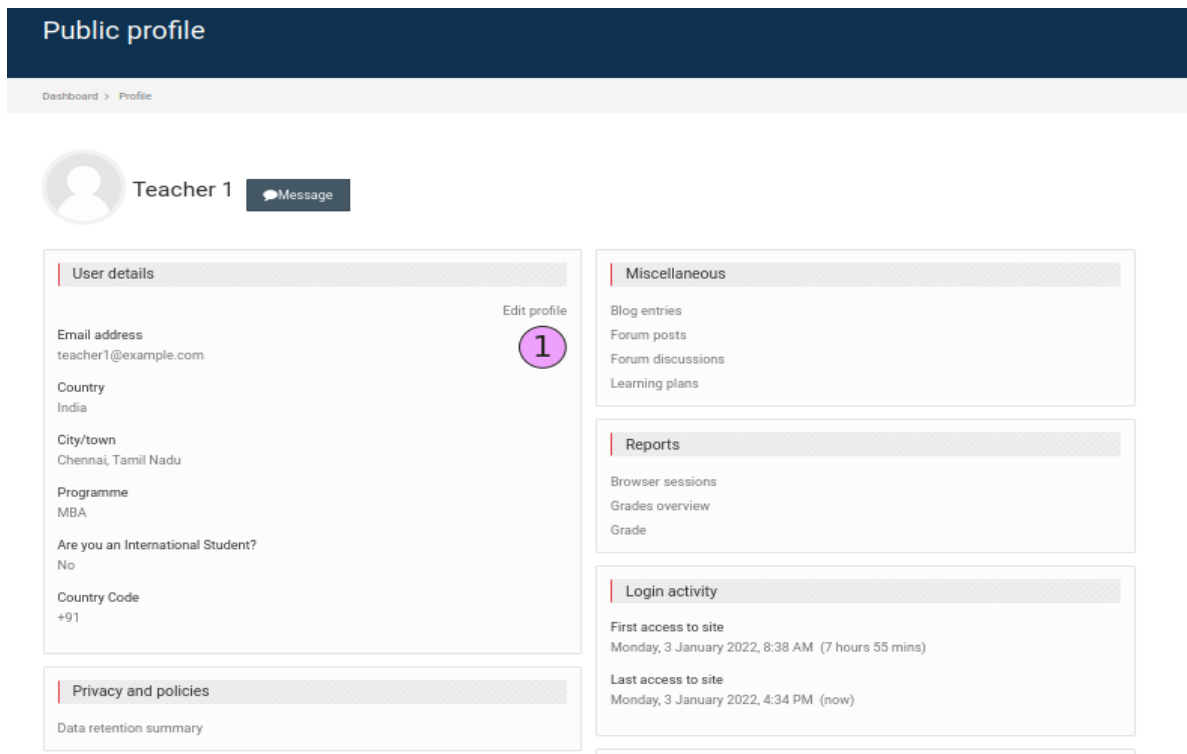
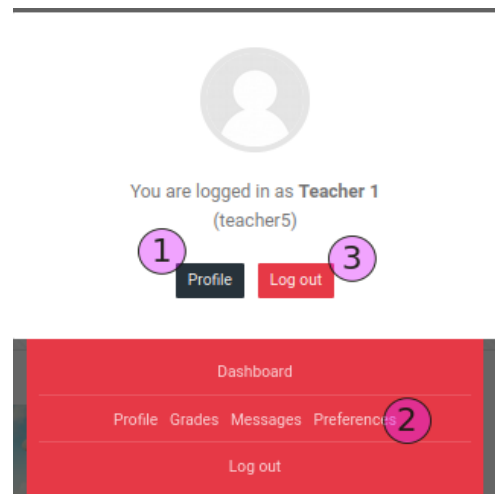
7. **Profile** allows the user to view or update his/her profile information such name, description, email, phone, profile picture, etc

2. User Profile

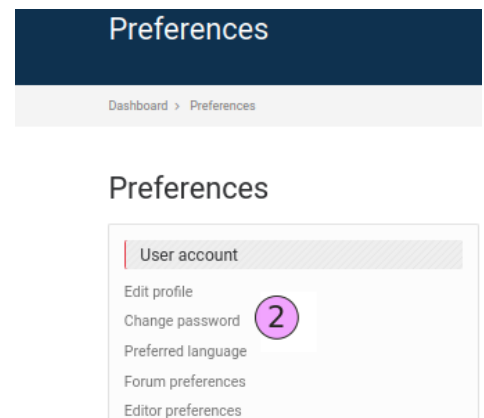
Every user has a profile page which may be reached from the user menu top right and then clicking Profile. This page contains links to further pages allowing the user to edit their profile information and preferences, view their forum/blog posts, and check any reports they have access to.

Steps

1. **Profile** option is used to view or update logged-in user's information such as user description, profile image, etc.

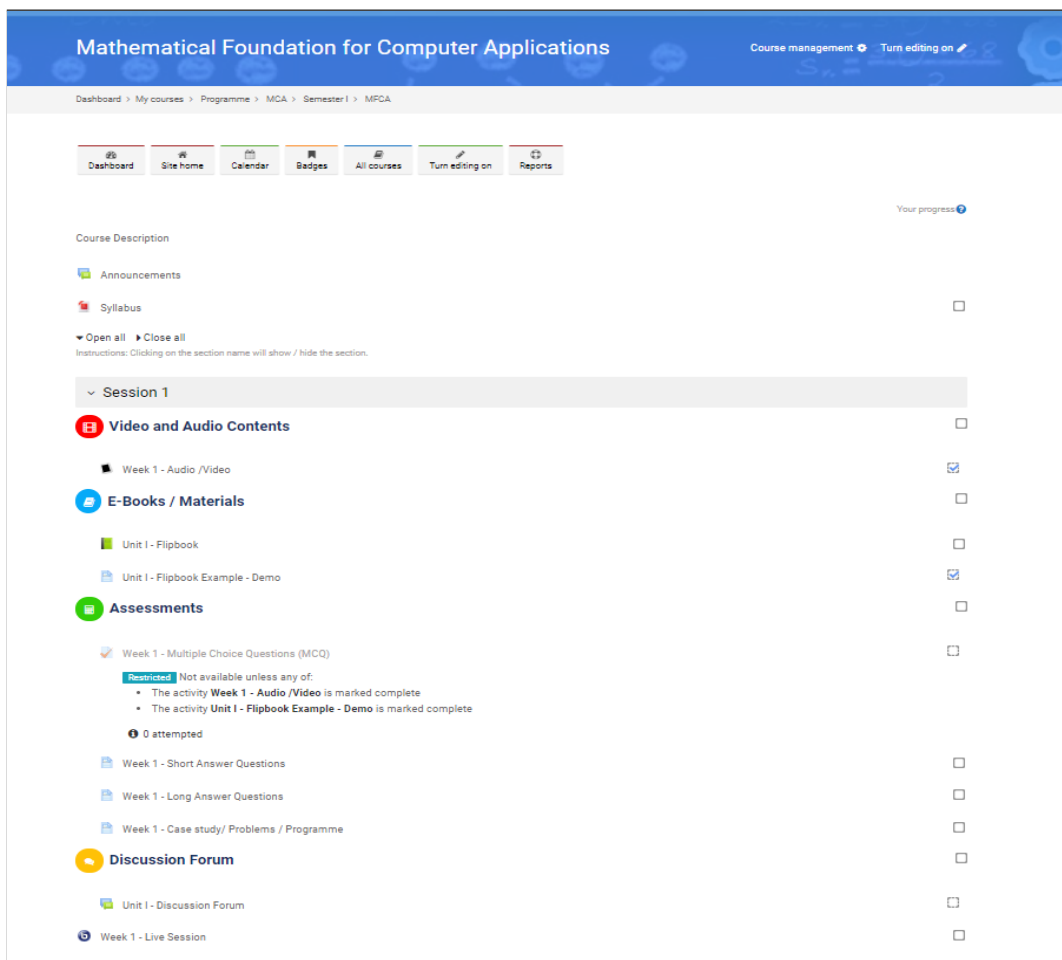


2. **Preferences** option allows the user to change his/her password and other preferences.
3. **Logout** option is used to end the current user session.

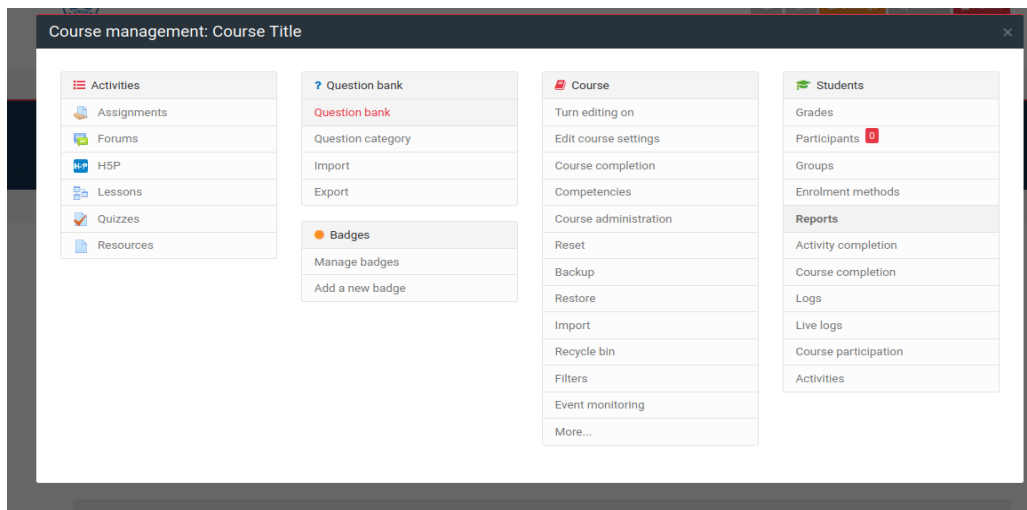


3. Course Overview

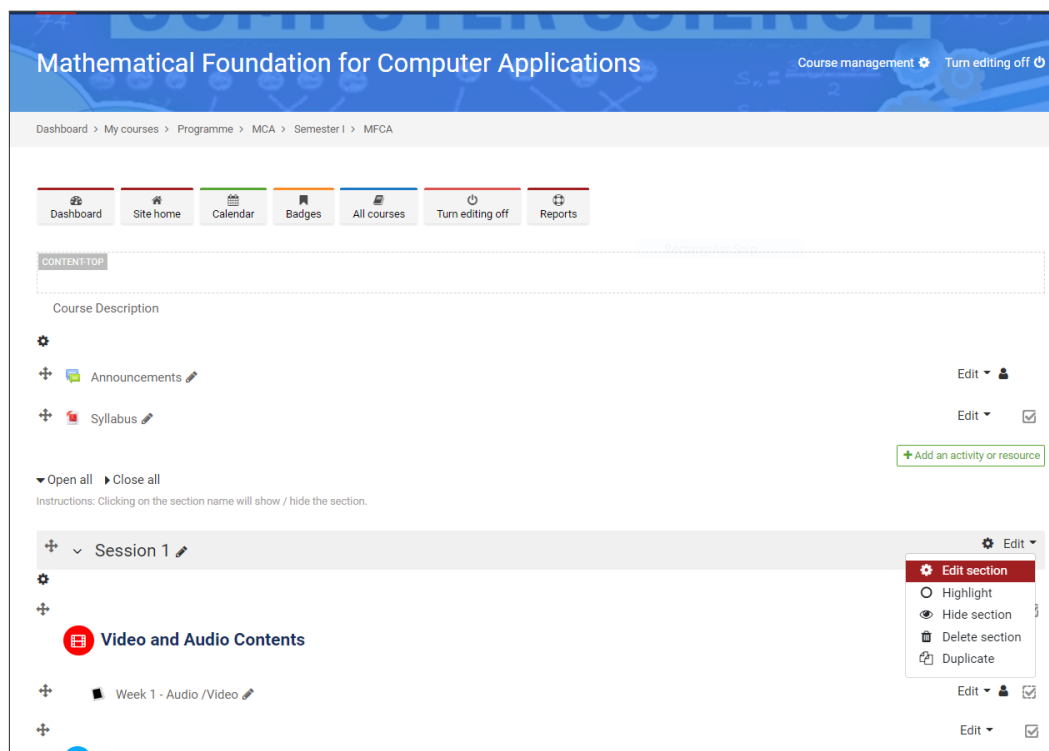
Courses are the spaces on LMS where teachers add learning materials and activities for their students. Courses may be created by admins, course creators or managers. Teachers can then add the content and re-organise them according to their own needs.



1. **Sections:** Course is divided into various sections such as General, Week 1, Week 2, etc.
2. **Modules:** Each section consists of four modules and a Discussion Forum/Live Session. Each module consists of eContent, Audio/Video resources and Assessments.
3. **Expand All:** This option is used to expand all the resources and activities under each module.
4. **Course Management:** Allows teachers to manage various course related Activities, Resources, Question Bank, Course Settings, Students details and Reports.



5. **Modes:** There are two types of modes available on each course; they are **view mode** and **edit mode**. In view mode, teachers can only view the activities and resources but they can not make changes. 'Turn Editing On' option allows teachers to switch to **edit mode** to make changes in any modules such as changing the activity settings, updating contents of resources, etc. 'Turn Editing Off' allows teachers to switch to **view mode**.



1. Edit Settings option enables teachers to configure various settings for the selected activity or resource such as setting up the due dates, description, grading options, appearance options, etc

2. In order to preview/open the activity/resource, teachers have to click on the activity/resource link.
3. Turn Editing Off option will switch to view mode.

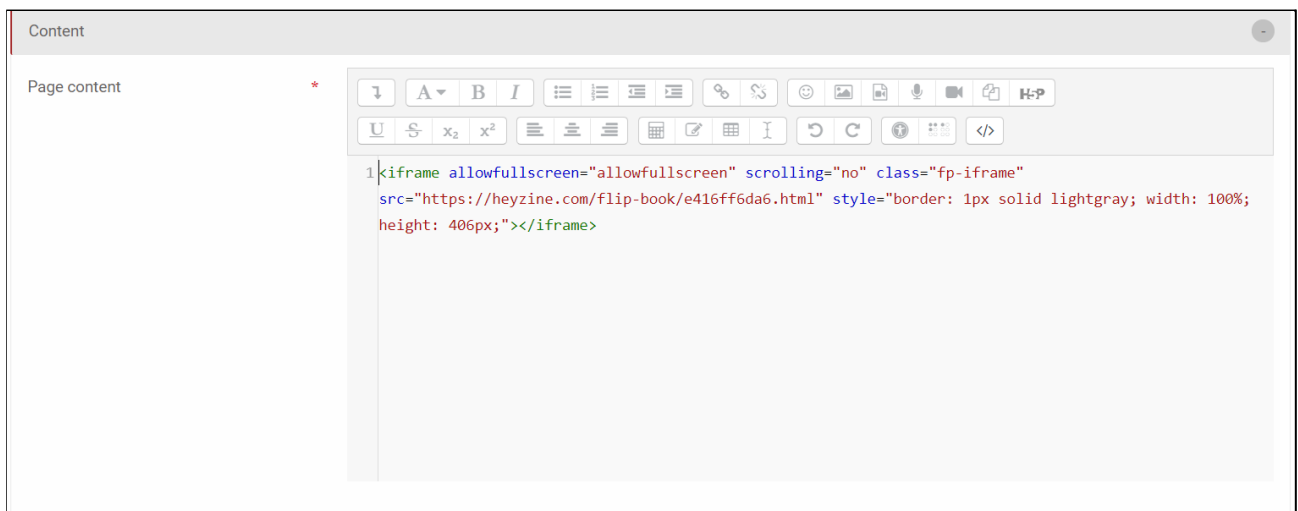
4. Activities/Resources

4.1 Flip Book Activity

The course eContent pdf is converted into a flipbook from a third party tool and embedded in the course section as a page.

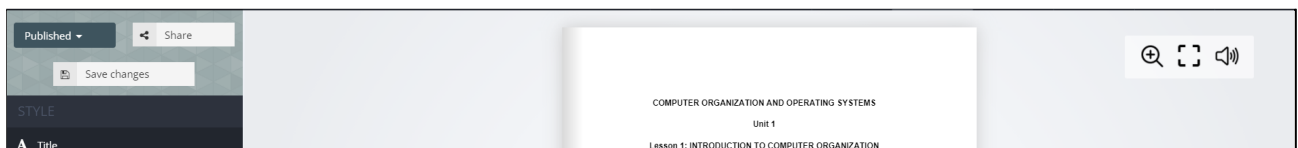
Steps:

1. Insert a resource “Page” from the list
2. Provide name for the page and turn on the “<>” button in the editor to embed HTML code of flipbook



3. Save and Return to the course

Note: The HTML code of the flip book needs to be copied from the flip conversion tool and paste here (refer to the image below where you need to click on “copy html code” button to copy the code after click on “Share” button)

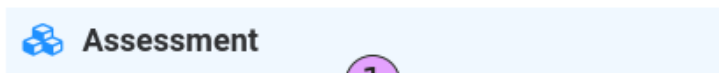


Questions are created and stored separately in a Question bank and can be reused in different quizzes.

When creating a Quiz you can either make the questions first and add them to the Quiz, or add a Quiz activity and create the questions as you go along.

i) Steps – Edit Quiz

1. Click on the Quiz link to open the Quiz page.



2. Click on Preview button start the preview of the Quiz.

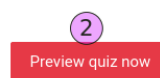


3. Edit Question option can be used to edit the question text and answers.



Attempts allowed: 1

4. Click on Next Page to goto the question in the quiz.



next

Question 1

Not yet answered

Marked out of 1.00

Flag question

3 Edit question

The present value of 1 Re received after 'n' years at 'i' rate of interest is _____ than the value of 1 Re today.

a. Proportionate.

b. Lower

c. Higher

d. Neither higher or lower

4

Next page

Editing a Multiple choice question

Expand all

General

Current category

Save in category

Question name

Question text

Default mark

Module 4 (4) Use this category

Module 4 (4)

5 The present value of 1 Re received after 'n' years at 'i' rate of interes

6

The present value of 1 Re received after 'n' years at 'i' rate of interest is _____ than the value of 1 Re today.

7

1

5. Update the question name.
6. Update the Question text. It can contain text, images, etc. Various options are available in the editor's tool bar.
7. Enter the mark for this question.
8. Edit Answer under choices.
9. Select 100% under Grade if the answer is a correct answer otherwise select None.

Answers

Choice 1

A B I

Higher

Grade

None

Feedback

A B I

Choice 2

A B I

Lower

Grade

100%

Feedback

A B I

Choice 3

A B I

Neither higher or lower

Grade

None

Feedback

A B I

10. Click on Save

Changes button to save the question and goto the preview page.

10

Save changes and continue editing

Preview

Save changes

Cancel

11. Once the last question is reached then 'Finish attempt' button will be visible. Click on it to finish the review.

Question 4

Not yet answered
 Marked out of 1.00
 Flag question
 Edit question

Discounting technique is

a. Slightly opposite to compounding technique.
 b. Same as compounding technique.
 c. Exactly opposite of compounding technique.
 d. Slightly different from compounding technique.

Clear my choice

Previous page

Finish attempt ...

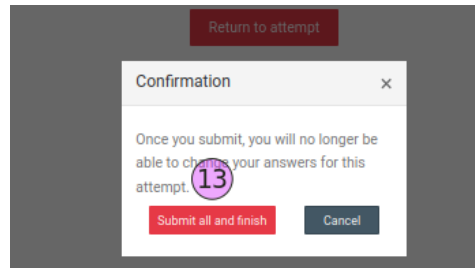
11

12. Click on 'Submit all and finish' to submit quiz or click on 'Return to attempt' to go to the preview of questions again.

Module 4 - Multiple Choice Questions (MCQ)

Summary of attempt

Question	Status
1	Not yet answered
2	Not yet answered
3	Not yet answered
4	Answer saved



12

Return to attempt

Submit all and finish

13. Click on 'Submit all and finish' again to confirm the submission or cancel this popup.

Started on	Wednesday, 5 January 2022, 6:20 AM
State	Finished
Completed on	Wednesday, 5 January 2022, 6:29 AM
Time taken	9 mins 21 secs
Grade	0.00 out of 4.00 (0%)

14

Question 1

Not answered
Marked out of 1.00

Flag question
Edit question

The present value of 1 Re received after 'n' years at 'i' rate of interest is _____ than the value of 1 Re today.

a. Proportionate.
 b. Lower
 c. Higher
 d. Neither higher or lower

The correct answer is: Lower

15

Question 2

Not answered
Marked out of 1.00

Flag question
Edit question

The present value of the annuity of cash flows of Rs 40,000 per annum for 6 years at 10% rate of interest amounts to _____

a. Rs 1, 92,000.
 b. Rs 1, 74,200.
 c. Rs 2, 40,000.
 d. Rs 2, 21,000.

The correct answer is: Rs 1, 74,200.

Question 3

Not answered
Marked out of 1.00

XYZ Company raises Rs 10,00,000 for an expansion program from ICICI at 7% interest per year. The present value of installme

a. Rs 1,66,667.

14. Summary of the attempt such as grade, time taken, etc

15. Shows the correct answer.

16. Click on 'Finish review' to close this page.

16

Finish review

17. Click on 'Back to the course' button to go to the course page from the quiz.

Module 4 - Multiple Choice Questions (MCQ)

Module 4 - Multiple Choice Questions (MCQ)

Attempts allowed: 1

Summary of your previous attempts

State	Grade / 4.00	Review
Finished	0.00	Review
Submitted Wednesday, 3 January 2022, 6:29 AM		

Your final grade for this quiz is 0.00/4.00.

17

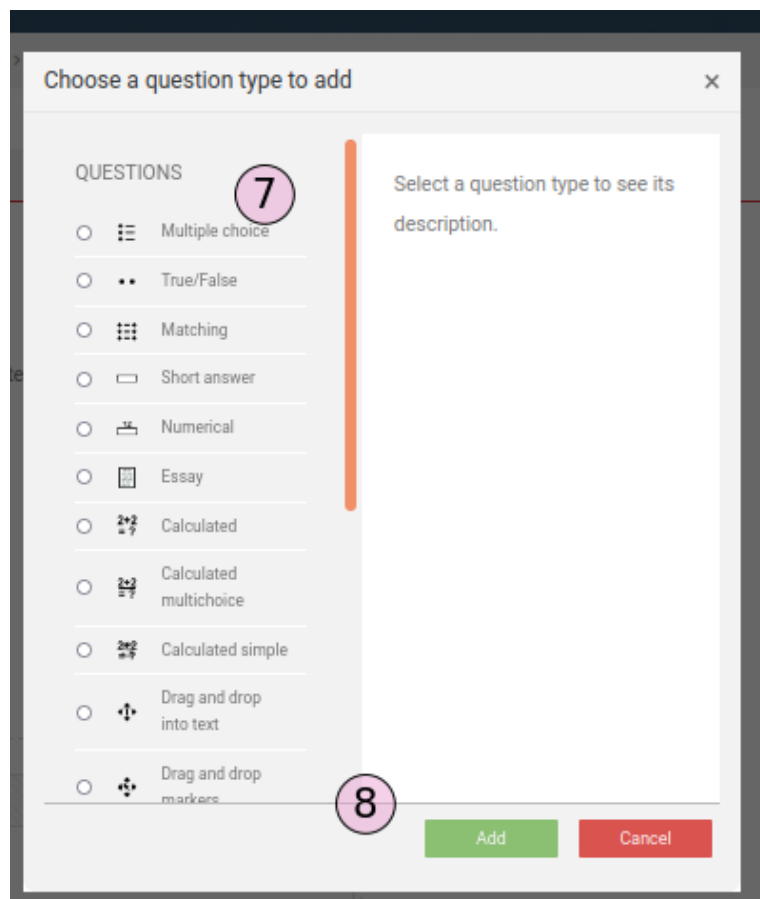
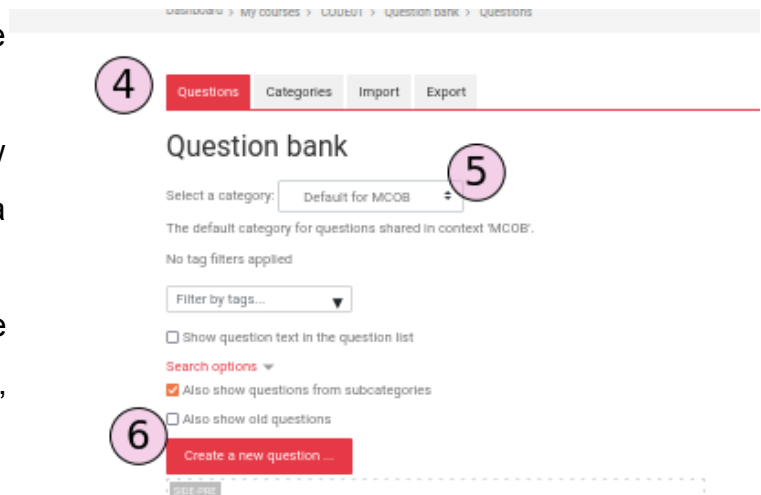
Back to the course

ii) Steps – Manage Question Bank

This feature allows a teacher to create, preview, and edit questions in a database of question categories. Questions are organised into categories. Initially each course has only one category called "Default". It is good practice to create more categories to organize your questions.

The screenshot displays the 'Course management: Course Title' interface. On the left, there is a sidebar with navigation options: Activities, Assignments, Forums, H5P, Lessons, Quizzes, and Resources. The main content area is divided into three columns. The first column contains the 'Question bank' menu, which is circled with a '1'. The second column contains the 'Course' management options, and the third column contains the 'Students' management options. Below the main content area, there are tabs for 'Questions', 'Categories', 'Import', and 'Export'. The 'Categories' tab is active, showing the 'Edit categories' section. This section lists the existing question categories for the course: 'Default for MCOB (0)', 'Module 1 - Intro (5)', and 'Module 2 - Intro2 (0)'. Below this, there is a form to 'Add category'. The form has three main sections: 'Parent category' (set to 'Default for MCOB'), 'Name' (with a red error message indicating it cannot be blank), and 'Category Info' (with a rich text editor). The 'Add category' button is circled with a '3'. A '2' is also present near the 'Name' field.

1. **Create Question Category:** Goto 'Course Management' option and Click on 'Question Category' link under the Question Bank block.
2. Enter Category title and optionally the category information.
3. Click on 'Add Category' to create the category.
4. **Create Question:** Click on 'Questions' tab.
5. Select the Category to add the question to.
6. Click on 'Create a new question' button to create a question.
7. Select a question type from the list such as multiple choice, true/false, etc.
8. Click on 'Add' button.



9. Enter Question name.
10. Enter Question text.
11. Enter Mark for this question.

Adding a Multiple choice question

Expand all

General

Category: Module 1 - Intro (5) (9)

Question name: [Empty]

Question text: [Rich text editor toolbar and text area] (10)

Default mark: 1 (11)

General feedback: [Empty]

12. Select answer type, shuffle the choices and number format.

13. Enter the Choice and grade for the choice.

14. Enter the grade for the choice. If this choice is correct then the grade should be 100% otherwise None. Repeat for more choices.

15. Click on 'Save Changes' to save the question.

ID number: [Empty]

One or multiple answers?: One answer only (12)

Shuffle the choices? (12)

Number the choices?: a., b., c., ...

Show standard instructions: No

Answers

Choice 1: [Rich text editor toolbar and text area] (13)

Grade: None (14)

Feedback: [Rich text editor toolbar and text area]

Choice 2: [Rich text editor toolbar and text area]


Grade: None

Feedback: [Rich text editor toolbar and text area]

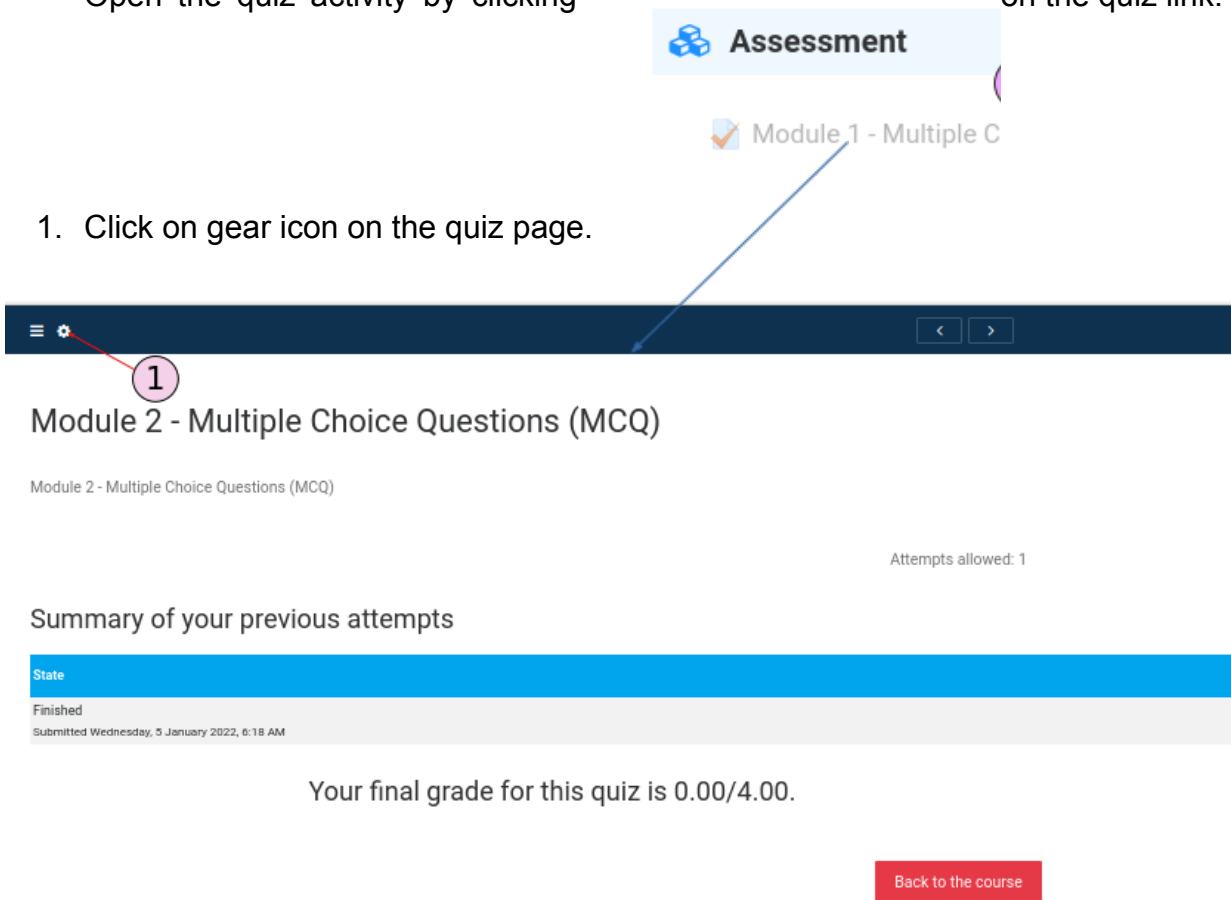
Save changes and continue editing

Save changes (15) Cancel

iii) Steps – Add Questions to a Quiz activity

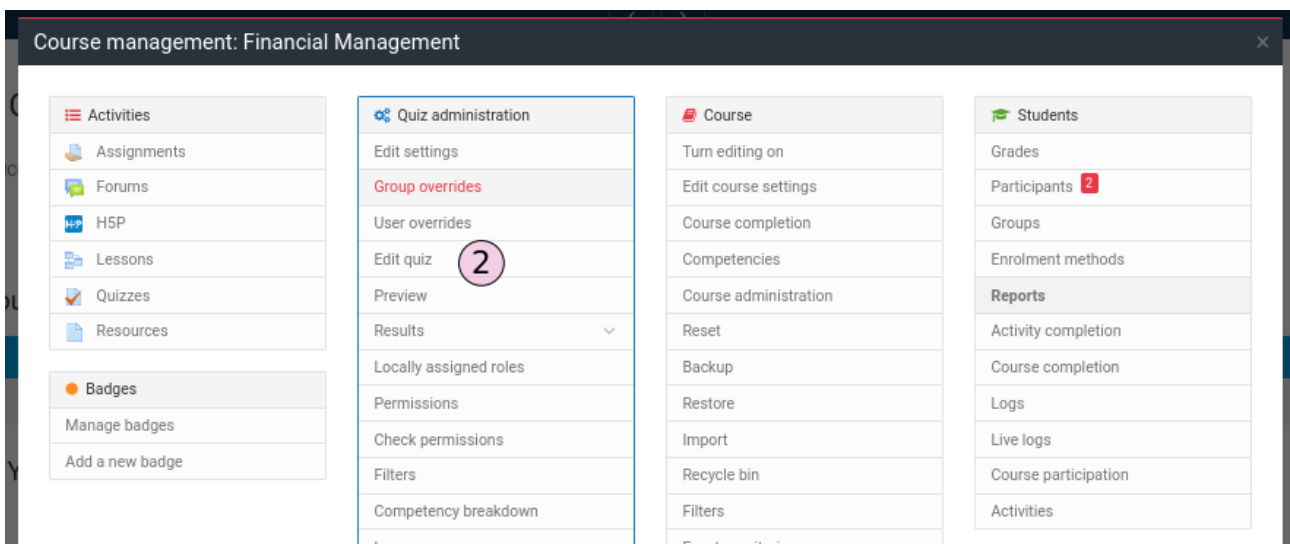
Open the quiz activity by clicking  on the quiz link.

1. Click on gear icon on the quiz page.



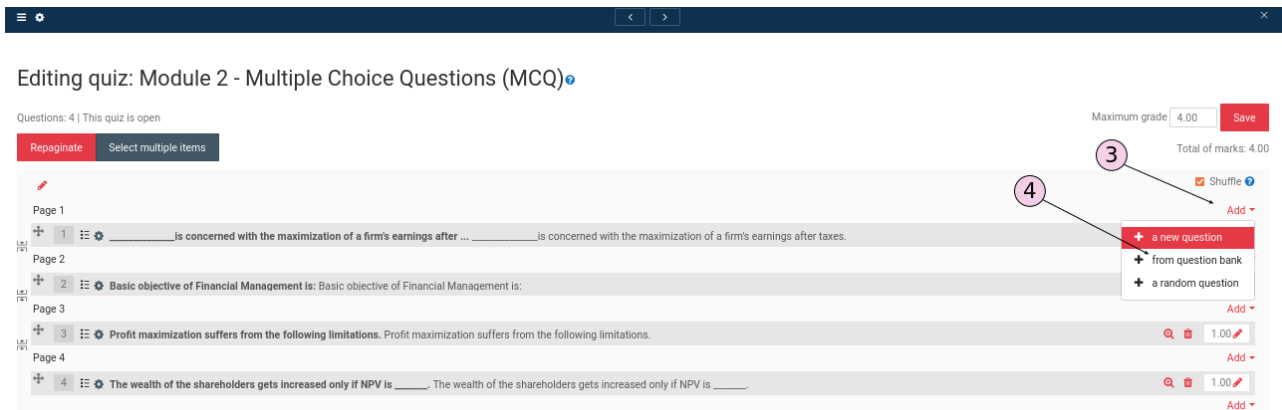
The screenshot shows a quiz page titled "Module 2 - Multiple Choice Questions (MCQ)". At the top, there is a dark blue navigation bar with a gear icon circled in red and labeled with a "1". A callout box labeled "Assessment" points to the quiz title "Module 1 - Multiple C". Below the navigation bar, the page title "Module 2 - Multiple Choice Questions (MCQ)" is displayed, followed by the subtitle "Module 2 - Multiple Choice Questions (MCQ)". On the right side, it says "Attempts allowed: 1". Below this, there is a section titled "Summary of your previous attempts" with a blue header "State" and a grey bar "Finished" with the text "Submitted Wednesday, 5 January 2022, 6:18 AM". At the bottom, it states "Your final grade for this quiz is 0.00/4.00." and a red button labeled "Back to the course".

2. Click on 'Edit Quiz' to goto the edit page.

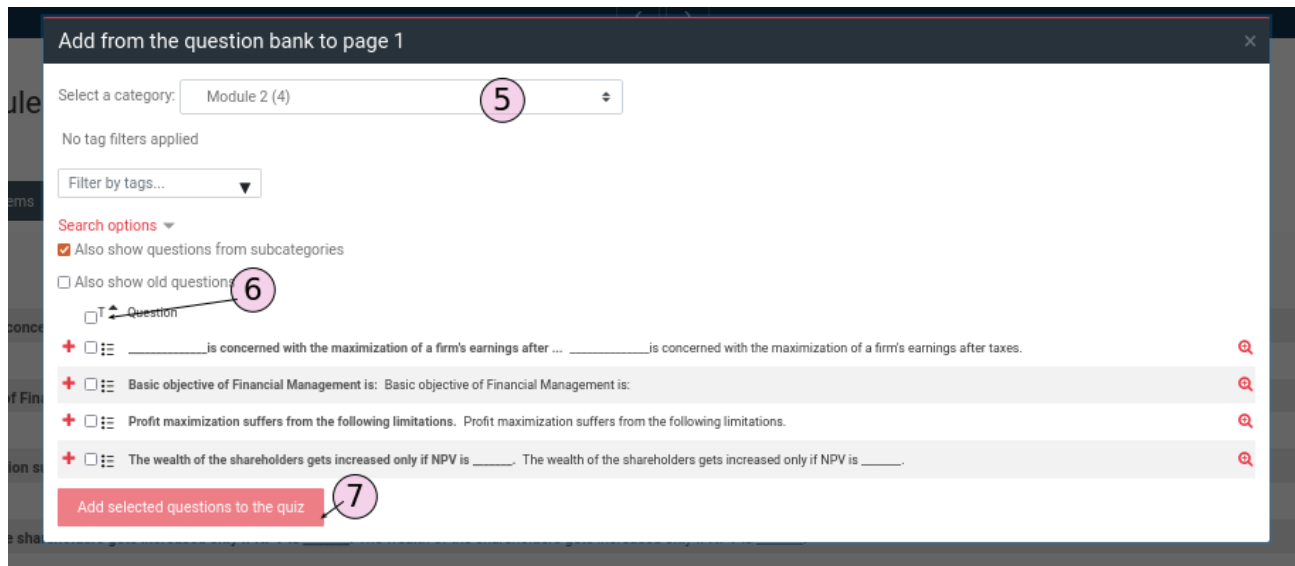


The screenshot shows the "Course management: Financial Management" interface. It features a sidebar with various activity categories: "Activities" (Assignments, Forums, H5P, Lessons, Quizzes, Resources), "Badges" (Manage badges, Add a new badge), "Quiz administration" (Edit settings, Group overrides, User overrides, Edit quiz, Preview, Results, Locally assigned roles, Permissions, Check permissions, Filters, Competency breakdown), "Course" (Turn editing on, Edit course settings, Course completion, Competencies, Course administration, Reset, Backup, Restore, Import, Recycle bin, Filters, Event monitoring), and "Students" (Grades, Participants, Groups, Enrolment methods, Reports, Activity completion, Course completion, Logs, Live logs, Course participation, Activities). The "Edit quiz" option in the "Quiz administration" menu is circled in red and labeled with a "2".

3. Click on 'Add' option.
4. Select 'from question bank' option to select questions from the question bank.



5. Select the Question Category and the list of questions will be displayed from the selected category.
6. Select all or individual questions from the list.



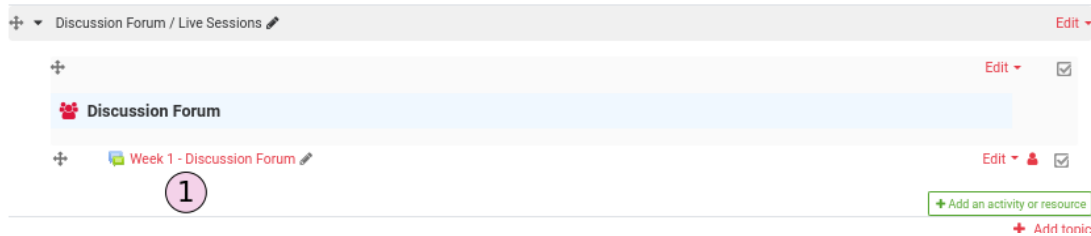
7. Click on 'Add selected questions to the quiz' button to add the selected questions to the quiz activity.

4.3 Discussion Forum activity

The Forum activity allows students and teachers to exchange ideas by posting comments as part of a 'thread'. Files such as images and media maybe included in forum posts.

Steps – Creating Post in the Forum

1. Open Discussion Forum Link by clicking on it.



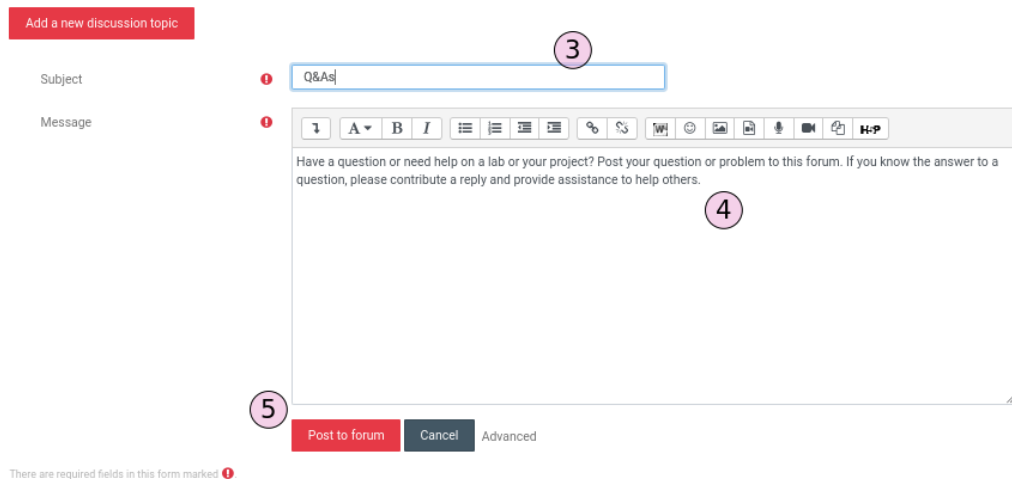
2. Click on 'Add a new discussion topic' button to create a new topic for discussion.

Week 1 - Discussion Forum



3. Add the subject for the forum topic.
4. Add the description for the topic.
5. Click on 'Post to Forum' button to create it.

Week 1 - Discussion Forum



6. Click on the topic link to list the posts on a particular topic.
7. Click on 'Reply' option to reply to a post.
8. Enter the reply.

The screenshot shows a forum interface for a Q&As section. At the top, there are controls for displaying replies in a nested form and a 'Move' button. The main content area contains a post by 'Teacher 1' from Monday, 3 January 2022, 10:57 PM. The post text asks for questions or help on a lab or project and encourages replies. A 'Reply' button is circled with a '7'. Below the post is a text input field labeled 'Write your reply...' with a circled '8'. At the bottom of the form, there is a 'Post to forum' button circled with a '9', a 'Cancel' button, a checkbox for 'Reply privately', and an 'Advanced' link.

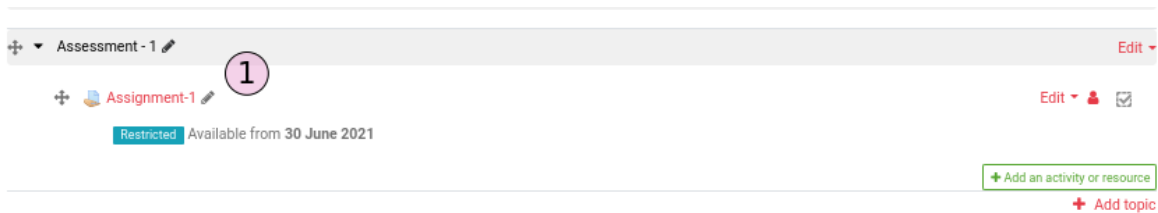
9. Click on 'Post to Forum' to save it.

4.4 Assignment activity

Assignments allow students to submit work to their teacher for grading. The work may be text typed online or uploaded files of any type the teacher's device can read.

Steps – Assignment Evaluation

1. Click on the assignment link to open the assignment submission summary form.

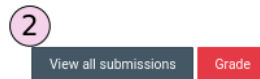


2. Click on 'View all submissions' button to get the list of all submissions.

Assignment-1

Grading summary

Hidden from students	No
Participants	0
Submitted	0
Needs grading	0



3. Click on 'Grade' button to start evaluating the assignment for a student.

Surname/
Lastname **All** **A** **B** **C** **D** **E** **F** **G** **H** **I** **J** **K** **L** **M** **N** **O** **P** **Q** **R** **S** **T** **U** **V** **W** **X** **Y** **Z**

Select	User picture	First name / Surname / Lastname	Email address	Status	Grade	Edit	Last modified (submission)	Online text	File submissions	Submission comments	Last modified (grade)	Feedback comments	Annotate PDF	Final grade
<input type="checkbox"/>		Student 2	student2@gmail.com	Submitted for grading	Grade	Edit	Monday, 3 January 2022, 11:24 PM		BA-SampleText.docx		3 January 2022, 11:24 PM			



4. View the submitted assignment file.

5. Use annotations to highlight and give feedbacks on the file.
6. Comments can be added in this box.
7. Grade/Marks can be given in the given box.
8. Option to select the next student after saving the current assignment.
9. Click on 'Save changes' button to save the assignment grades.

Steps – Edit Assignment

In order to update the Assignment Title and Description, click on 'Edit Settings' under 'Edit' option of the Assignment Activity.

1. Add/Update the Assignment title.
2. Add/Update the Assignment Description.
3. Upload required files for reference.

4. Set various dates for submission such as due date, cut-off date, etc

Availability

Allow submissions from 5 January 2022 09 56 Enable 4

Due date 5 January 2022 09 56 Enable

Cut-off date 5 January 2022 09 56 Enable

Remind me to grade by 5 January 2022 09 56 Enable

Always show description

Submission types

Submission types Online text File submissions 5

Word limit Enable

Maximum number of uploaded files 20

Maximum submission size 1MB

Accepted file types .pdf Choose PDF document .pdf

Save and return to course Save and display Cancel

6

5. Submission type, word limit, upload file size and file type can be set

6. Click on 'Save and return to course' to save the settings.

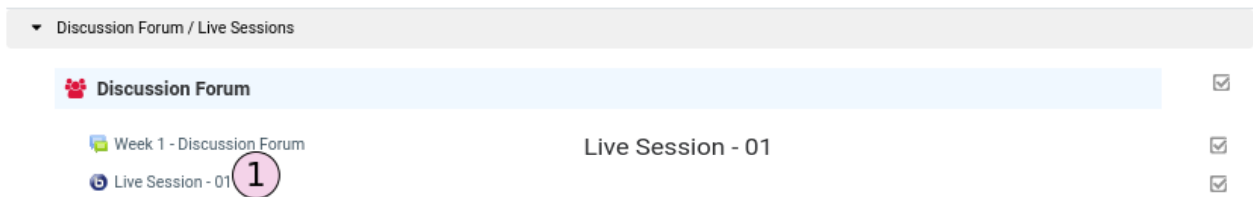
4.5 Video Conference/Live Session

BigBlueButton is an open source web conferencing system for online learning. The goal of the project is to enable instructors to effectively engage remote students anywhere in the world. The project supports live online classes, virtual office hours, and group collaboration with remote students.

BigBlueButton supports real-time sharing of slides (including whiteboard), audio, video, chat, emojis, breakout rooms, and screen. It also record all content for later playback.

Steps:

1. Click on the Live Session Link to goto the Live Session Page.



2. Click on the 'Join Session' button to join the video conference.

3. Mute/Unmute Audio

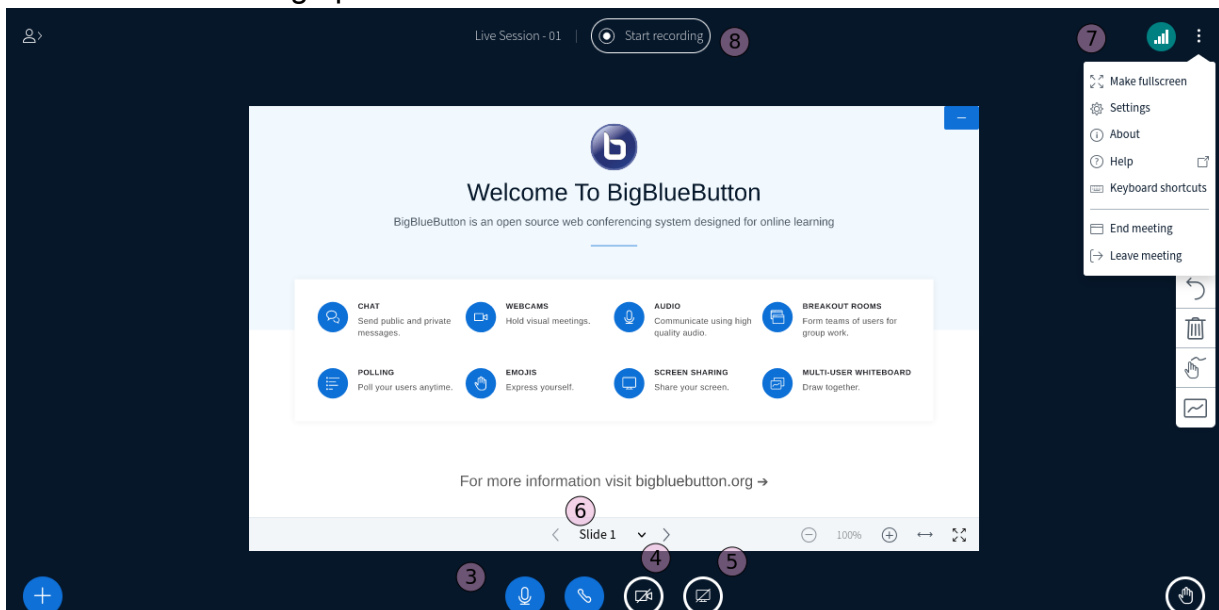
4. Share WebCam

5. Share Desktop screen

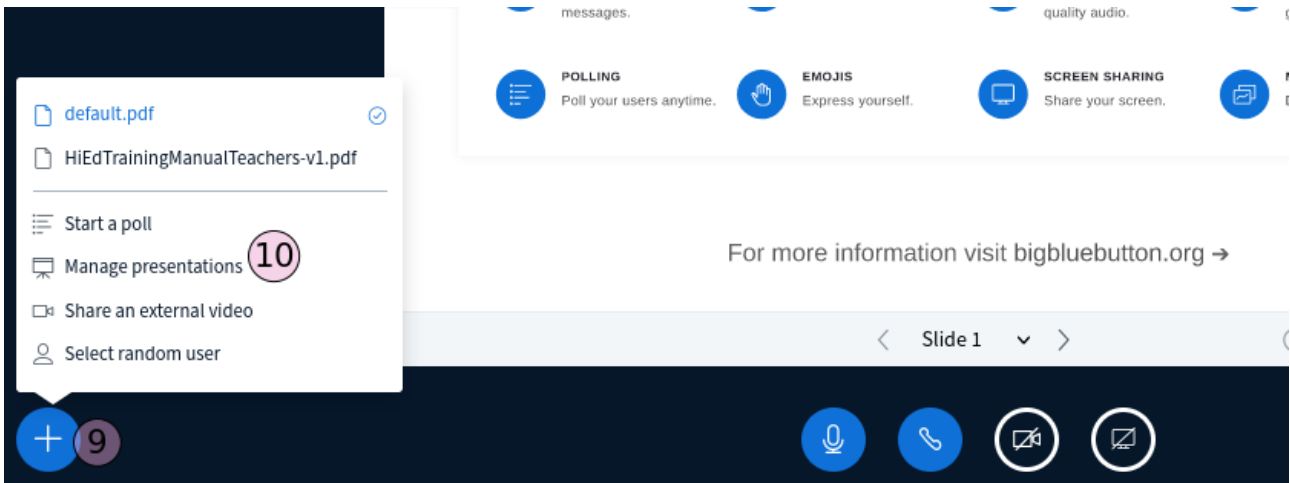
6. Change Slides

7. Options to Leave Meeting or End Meeting

8. Start Recording option.



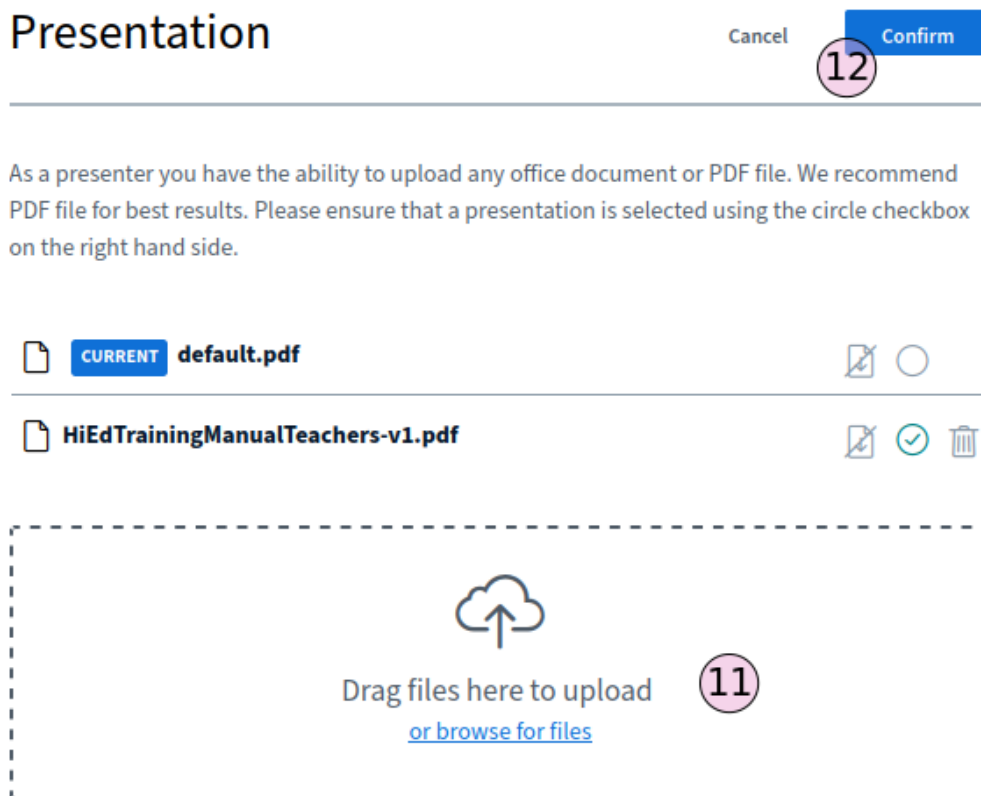
9. Option to upload PPT/PDF files for presentation.



10. Click 'Manage Presentations' to upload the present files.

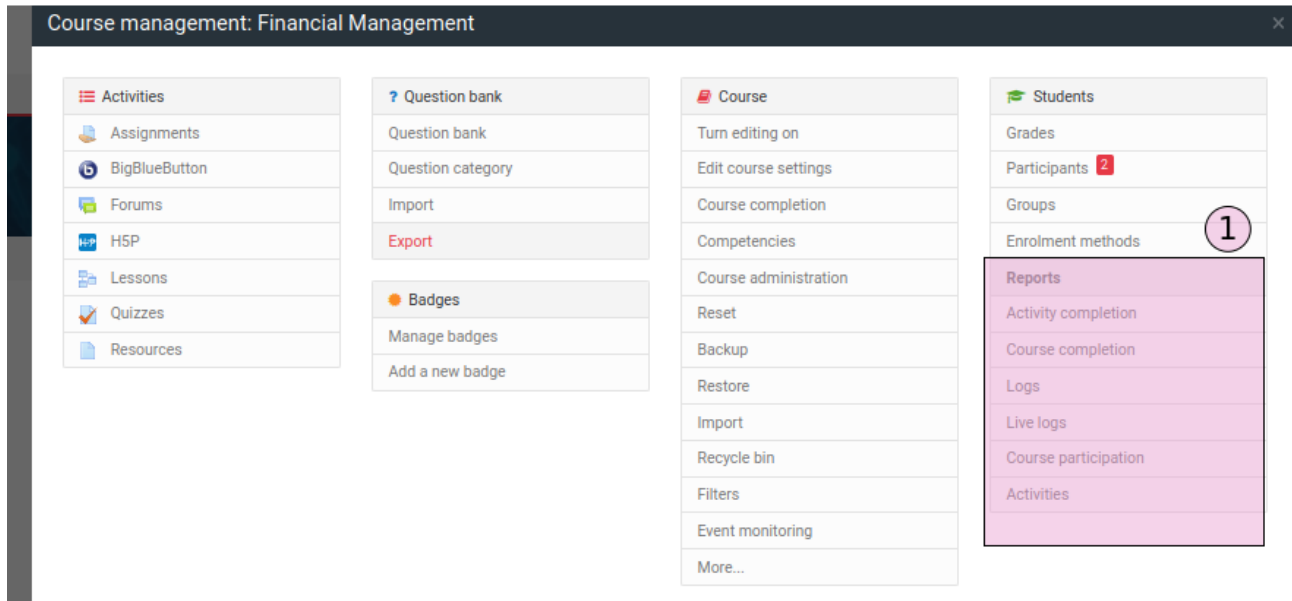
11. Upload files from local drive.

12. Confirm after uploading the file or cancel this page.



5. Reports

There are many reporting options available for the teachers to track students progress. These options are available under the Reports block from 'Course Management' Link.



5.1 Activity Completion Report

1. Click on the 'Activity Completion' Link under Reports block to get the report.
2. Report of activity completion against each activity of a course.

The screenshot shows the 'Activity Completion Report' interface. At the top, there is a 'Visible groups' dropdown set to 'All participants'. Below it are filters for 'First name' and 'Surname', both set to 'All'. The main part of the report is a grid with columns for various activities and rows for individual participants. A circled '2' is placed over the first column of the grid, which contains the activity names. The participants listed are Frances Banks, Mark Ellis, Brian Franklin, Barbara Gardner, Amanda Hamilton, Joshua Knight, George Lopez, Anthony Ramirez, Donna Taylor, Brenda Vasquez, and Gary Vasquez. Each cell in the grid contains a checkbox indicating the completion status for that participant and activity.

First name / Surname	Email address	Announcements from your tutor	Prior Knowledge assessment	Factual recall test	Course chat	Let's make a date!	Useful links	Video resources	Course discussion	From Concept to Reality: ...	Select your focus film	Group Project	Discussions about your ...	Survey: COLLES	Your course notes wiki ...	Feedback: Psychology in ...	Reflective journal
Frances Banks	francesbanks231@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Ellis	markellis267@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brian Franklin	brianfrankli228@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barbara Gardner	barbaragardner249@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amanda Hamilton	amandahamilton205@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joshua Knight	joshuaknight196@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
George Lopez	georgelopez271@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anthony Ramirez	anthonyramirez359@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donna Taylor	donnataylor203@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brenda Vasquez	brendavasquez355@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gary Vasquez	garyvasquez366@example.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5.2 Grade Book

A sample grade book – Report shows grades obtained for each activity of all students. The grade book can be generated from ‘Course Management’ ->

		Psychology in Cinema			Collaborative		Individual	Ungraded (Attendance)	
		Analysis			Group Project	Category total	Category total	Screening 1	
Surname	First name	From Concept to Reality	Course discussion	Category total	Group Project	Category total	Screening 1		
Amanda	Hamilton	com	95.00	Fair point	93.14	85.00	83.33		
Brian	Franklin		90.00	Excellent point	90.20	85.00	85.83	Absent	
Gary	Vasquez	m	75.00	Good point	75.00	55.00	70.00	Absent	
George	Lopez		75.00	Good point	74.51	70.00	66.67	Absent	
Anthony	Ramirez	com	72.00	-	72.00	80.00	68.18	Absent	
Barbara	Gardner	n	70.00	-	70.00	-	79.09	Absent	
Frances	Banks	xm	70.00	-	70.00	65.00	74.17	Excluded Absent	
Brenda	Vasquez	com	65.00	Excellent point	65.69	65.00	68.18	Absent	
Joshua	Knight	m	60.00	Fair point	58.82	60.00	64.17	Absent	
Mark	Ellis		55.00	-	55.00	70.00	64.17	Excluded Absent	
Donna	Taylor	n	55.00	Fair point	53.92	55.00	58.33	Absent	
Overall average			71.09	Good point	70.75	69.00	71.10	Absent	

‘Students’ block.

5.3. Log Report

Various activities performed on the course can be generated.

Time	User full name	Affected user	Event context	Component	Event name	Description	Origin	IP address
5 January 2022, 4:21 PM	User2	-	Course: Financial Management	System	Course viewed	The user with id '8' viewed the course with id '2'.	web	202.21.43.104
5 January 2022, 4:20 PM	User2	-	Course: Financial Management	System	Course viewed	The user with id '8' viewed the course with id '2'.	web	202.21.43.104
5 January 2022, 4:19 PM	User2	-	BigBlueButton: Live Session - 01	BigBlueButton	Meeting left	The user with id '8' has left a bigbluebutton meeting for the bigbluebuttonbn activity with id '10' for the course id '2'.	web	202.21.43.104
5 January 2022, 4:09 PM	User2	-	BigBlueButton: Live Session - 01	BigBlueButton	Meeting joined	The user with id '8' has joined a bigbluebutton meeting for the bigbluebuttonbn activity with id '10' for the course id '2'.	web	202.21.43.104
5 January 2022, 4:09 PM	User2	-	BigBlueButton: Live Session - 01	BigBlueButton	Meeting joined	The user with id '8' has joined a bigbluebutton meeting for the bigbluebuttonbn activity with id '10' for the course id '2'.	web	202.21.43.104
5 January 2022, 4:09 PM	User2	-	BigBlueButton: Live Session - 01	BigBlueButton	Meeting created	The user with id '8' created a bigbluebutton meeting for the bigbluebuttonbn activity with id '10' for the course id '2'.	web	202.21.43.104
5 January 2022, 2:48 PM	User2	-	Lesson: Module 8 - RISK AND RETURNS - II	Lesson	Page updated	The user with id '8' has updated the Content page with the id '613' in the lesson activity with course module id	web	14.139.161.61