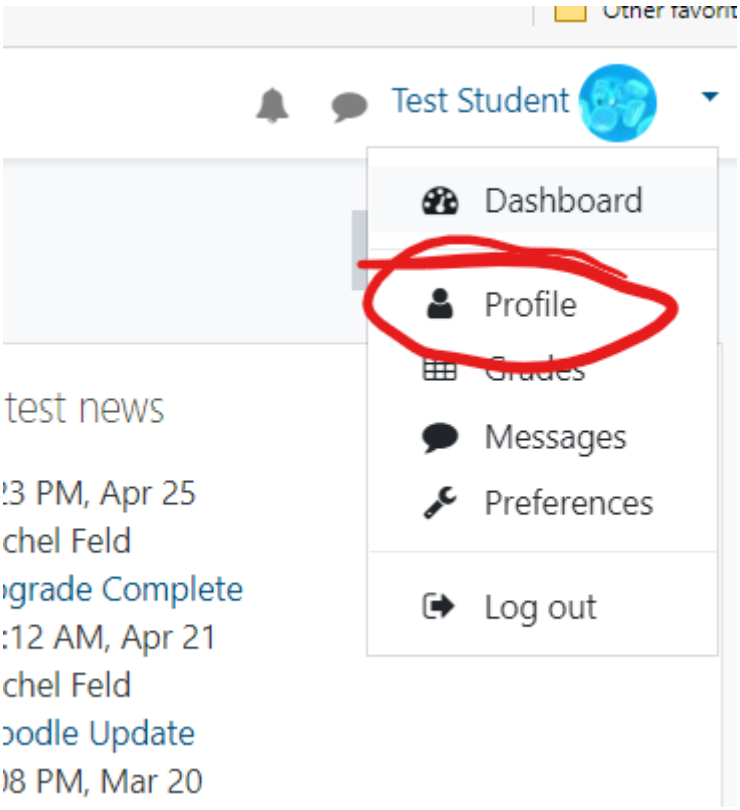
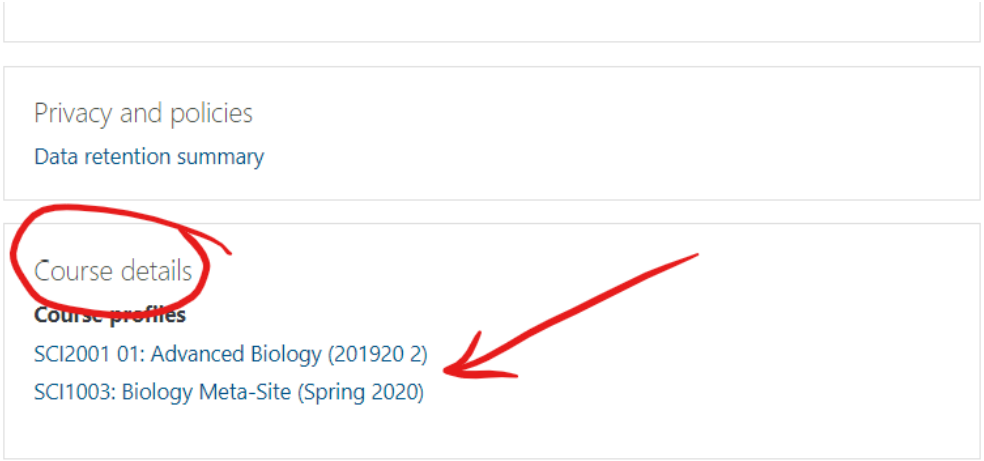
Viewing Reports and Logs

If your instructor has enabled this feature, you can get detailed reports about your activity in a Moodle course. Steps:

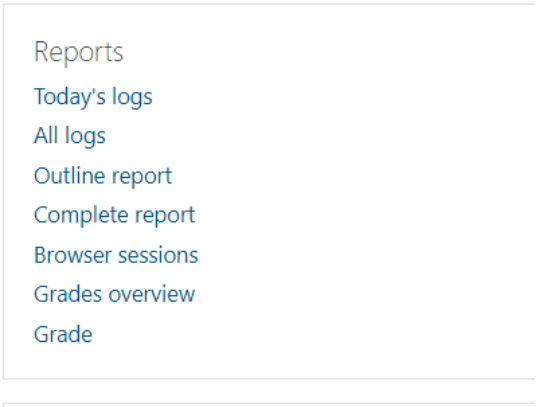
1. Log in to Moodle. Right from your Dashboard, before you enter the course, locate your User icon in the upper right corner. Use the down-arrow to select your Profile.



2. From your Profile page, locate your courses in the lower-left corner. Select the course for which you wish to view reports.



3. Once the new page has loaded, look for the Reports pane, in the right-center pane.

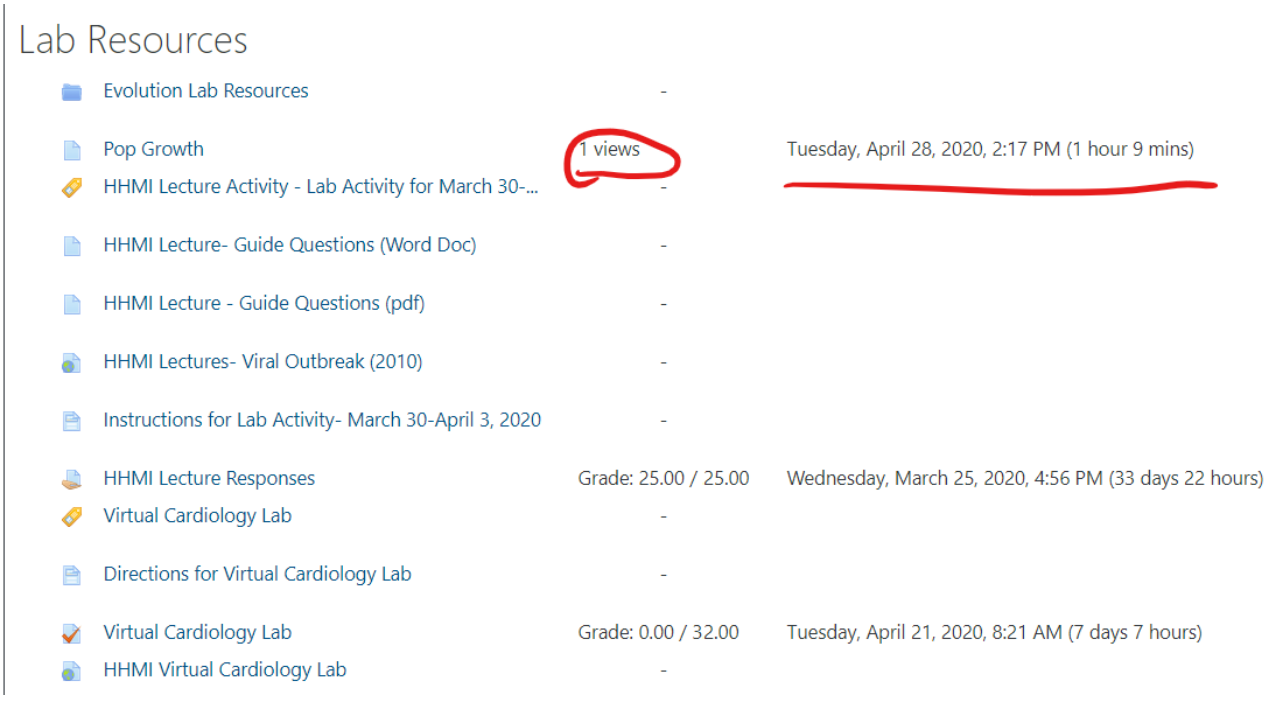


4. Selecting "Today's logs" will show you all of your activity for the day in a table format:

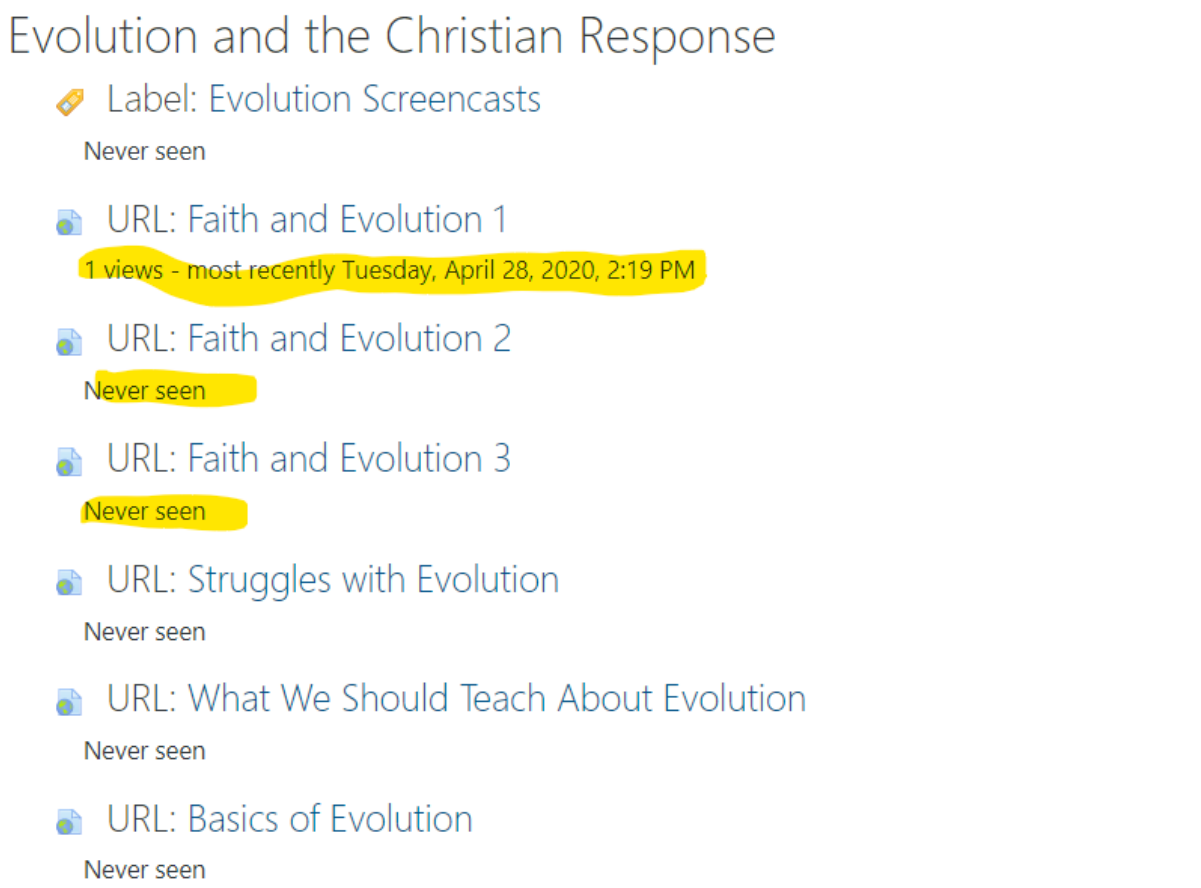
Time	User full name	Affected user	Event context	Component	Event name	Description	Origin	IP address
April 28 2020, 3:23 PM	Test Student	Test Student	Course: SCI1003: Biology Meta-Site (Spring 2020)	System	User profile viewed	The user with id '5488' viewed the profile for the user with id '5488' in the course with id '4232'.	web	66.41.243.211
April 28 2020, 3:04 PM	Test Student	Test Student	Course: SCI1003: Biology Meta-Site (Spring 2020)	Activity report	Outline report viewed	The user with id '5488' viewed the outline report for the user with id '5488' for the course with id '4232'.	web	66.41.243.211
April 28 2020, 3:03 PM	Test Student	Test Student	Course: SCI1003: Biology Meta-Site (Spring 2020)	System	User profile viewed	The user with id '5488' viewed the profile for the user with id '5488' in the course with id '4232'.	web	66.41.243.211
April 28 2020, 3:02 PM	Test Student	Test Student	Assignment: HHMI Lecture Responses	Assignment	Feedback viewed	The user with id '5488' viewed the feedback for the user with id '5488' for the assignment with course module id '219701'.	web	66.41.243.211

5. Selecting "All logs" will show you the activities for the entire term. (The view is identical to the one above, but with more data shown.)

6. Selecting "Outline report" will give you a snapshot of activity, organized according to the course organization.



7. Selecting "Complete report" will show ALL of the items in the course (including items that don't require attention, like labels) and what activity has taken place:



8. You can also access your Gradebook, for any of your courses, from this page.

Revision #1
Created 28 April 2020 20:19:51 by Dan Fenske
Updated 29 September 2026 19:16:52 by Dan Fenske