

Seaport 3

Student Roster – Track

1. After logging in and selecting your course, click **Student Roster** in the left navigation menu (Figure 1).

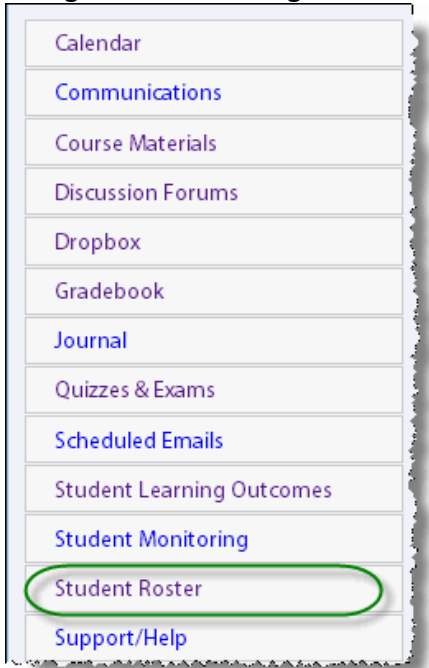
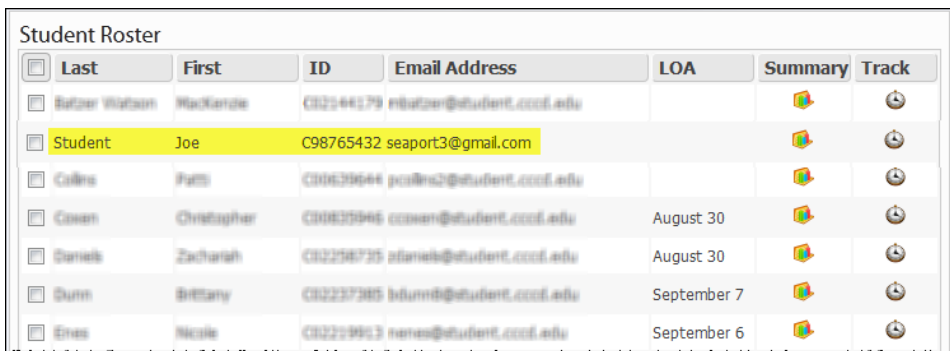


Figure 1

2. You will see your Student Roster arranged into headings (Figure 2).



Student Roster							
<input type="checkbox"/>	Last	First	ID	Email Address	LOA	Summary	Track
<input type="checkbox"/>	Batzer Watson	MacKenzie	C02044179	ebatze@student.ccof.edu			
<input type="checkbox"/>	Student	Joe	C98765432	seaport3@gmail.com			
<input type="checkbox"/>	Collins	Paul	C01629644	pcollins@student.ccof.edu			
<input type="checkbox"/>	Cowan	Christopher	C01825946	ccowan@student.ccof.edu	August 30		
<input type="checkbox"/>	Demak	Zachariah	C02298725	zdemak@student.ccof.edu	August 30		
<input type="checkbox"/>	Dunn	Brittany	C02237385	bdunn@student.ccof.edu	September 7		
<input type="checkbox"/>	Eves	Nicole	C02219613	neves@student.ccof.edu	September 6		

Figure 2

3. Under the Track heading, click the icon to the right of the student that you wish to view.
4. Your Student Tracking Report will include student detailed information about Last Section Visit, Lesson Activities, Discussion Forum Posts, Journal Entries, and Dropbox Submissions (Figure 3).

Seaport 3

Student Tracking

Student Tracking helps the Instructor monitor student activities

Student Name: Student, Joe

SECTION LAST VISIT

Monday Oct 17, 2011 at 08:01 PM

LESSONS ACTIVITIES

Lesson Name	Schedule time	Last Visit
Course Preview	06/12/2011 12:00 AM	08/31/2011 3:11 AM
Essential Concepts	06/13/2011 12:00 AM	09/02/2011 10:30 PM
Windows 7 Part 1	06/15/2011 12:00 AM	08/31/2011 3:11 AM
Windows 7 Part 2	06/17/2011 12:00 AM	08/31/2011 3:11 AM
Word Part 1	06/20/2011 12:00 AM	09/02/2011 10:28 PM
Word Part 2	06/22/2011 12:00 AM	09/01/2011 12:24 AM
Word Part 3	06/24/2011 12:00 AM	09/01/2011 12:24 AM
Excel Part 1	06/27/2011 12:00 AM	09/02/2011 10:39 PM
Excel Part 2	07/01/2011 12:00 AM	09/03/2011 12:52 AM
Excel Part 3	07/05/2011 12:00 AM	09/03/2011 1:40 AM
PowerPoint Part 1	07/11/2011 12:00 AM	09/04/2011 2:24 PM
Access Part 1	11/06/2011 12:00 AM	09/05/2011 12:46 PM
Access Part 2	11/13/2011 12:00 AM	09/05/2011 3:36 PM
Access Part 3	11/27/2011 12:00 AM	09/05/2011 12:53 PM
Final Week	12/11/2011 12:00 AM	09/02/2011 11:33 PM

DISCUSSION FORUM POSTS

Re: Re: Introductions (08/19/2011 10:18 AM)	MessageDate
Re: Re: Introductions	08/30/2011 12:37 PM
Re: Re: Introductions	08/30/2011 2:10 AM
Re: Introductions	08/30/2011 2:08 AM
Introductions	08/19/2011 10:18 AM

Re: Re: Computer Concepts (08/19/2011 10:18 AM)

Re: Final Thoughts (08/19/2011 10:18 AM)	MessageDate
Re: Final Thoughts	09/05/2011 3:44 PM
Final Thoughts	08/19/2011 10:18 AM

JOURNAL ENTRIES

DROP BOX SUBMISSIONS

Access Part 2 Assignment	
File Name	Date Submitted
Walburg Energy Alternatives Ch2.accdb	09/05/2011 3:37 PM

Figure 3

NOTE: The **Information Details** feature is described in **SR Information Details**, the **Summary** feature is described in **SR Summary**, and the **Email Selected** feature is described in **SR Email Selected**.