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# Progress Reports

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# Progress Reports

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## ***Introduction***

Progress reports are accessed via the Admin or Teacher account via the Progress Reports button on the left-hand menu. Progress reports can be produced via any computer with Internet access, including a home computer.

You can also see progress reports for tasks assigned to year groups or classes by using the Homework & Tests feature within the Teacher Account. Select 'Review Homework and Tests' and click on the underlined class code or year group.

Learners can access progress reports on their own progress only.

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## ***Overview***

Generating progress reports is simply a question of selecting criteria from the drop down menus; for example year group, subject and class.

A screenshot of the SAM Learning Guest School interface for generating progress reports. The interface has a green header with the text 'SAM Learning Guest School'. Below the header, it says 'From this page you can generate Progress Reports for your school.' There are three dropdown menus: 'Select Year Group' with '6' selected, 'Select Subject' with 'KS2 Maths' selected, and 'Select Class' with 'All' selected. Below these is a checkbox labeled 'Tick here for a report on a specific question' which is currently unchecked. At the bottom right of the form is an 'OK' button.

The sections below describe the types of reports available and what they might be used for.

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## ***Year Group report***

Choose: *Select Year Group. OK*

This will display a list of Learners and the subjects *in which they have done any work*. This is useful for Senior Management and teachers who can see at a glance the overall pattern of usage across all subjects – and the scores being recorded.

## Subject report

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Choose: *Select Year Group. Select Subject. OK*

This will display all the Learners in the year group and show their overall mark % and total Task Hours usage for the chosen subject. This is useful for Senior Managers and Curriculum/Assessment Co-ordinators who can see the pattern of usage and overall performance in any given subject.

<b>Year Group:</b> 6	<b>Subject:</b> KS2 Maths			
<b>Class:</b> All				
LASTNAME	Firstname	OVERALL %	TOTAL HOURS	Detail
ATKINSON	Mary	-	-	<a href="#">more</a>
AYRES	Tia	-	-	<a href="#">more</a>
BAMBRIDGE	Hannah	-	-	<a href="#">more</a>
BARNEY	Lauren	-	-	<a href="#">more</a>
BELL	Tyila-Marie	-	-	<a href="#">more</a>
BETSWORTH	Kerry-Anne	-	-	<a href="#">more</a>
BLAKESLEY	Nicola	-	-	<a href="#">more</a>
BRAIN	Samuel	-	-	<a href="#">more</a>

## Class report

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Choose: *Select Year Group. Select Subject. Select Class. OK*

This will display all the Learners in a specified class for a specified subject. Their overall mark % and total Task Hours of use are displayed. This is useful for a class subject teacher who can identify patterns of use in their classes and to spot anomalous usage or marking.

## Question Reports

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A question report is extremely useful for teachers who have used SAM Learning to set a homework or end-of-topic test. The question report shows at a glance which Learners have completed the task and their score – with no need for any marking! A printer friendly version of the report is available and you can even cut and paste the scores into an Excel mark book.

To access a question report, first select a Year Group and a Subject. Then tick the box marked “Tick here for a report on a specific question”, which opens up an additional set of options. You then drill down to the question one step at a time, specifying first the Topic, then the Subtopic and finally the precise Question.

### Choose a question

Click [here](#) for a list of topics

**Year Group:** 6

**Class:** all

**Subject:** KS2 Maths

Select a Topic, Subtopic and Question:

**Topic**

## Detailed Learner Reports

Most progress reports display a [more](#) link beside every Learner. Clicking this link displays a Detailed Learner Report. Learners can access this report via their Learner Account.

The report displays the full scheme of work within SAM Learning showing the mark % for each exercise completed.

“X” means there is no exercise to try there, “-” means the Learner hasn’t tried that area yet.

**Detailed Learner Report** [Printer Friendly Page](#)

<b>Name:</b> K K	<b>Overall %:</b> 75
<b>Year Group:</b> 6	<b>Total Hours:</b> 0.1
<b>Subject:</b> KS2 Maths	

**EXAM PAPERS**

**Exam Papers:**

- Calculator Allowed ✓
- Calculator Not Allowed ✓

TOPIC	SUBTOPIC	REVISE	EXAM PRACTICE		
			Test 1	Test 2	Test 3
<b>Data Handling</b>	"Collecting, Representing & Interpreting Data"	✓	✓	✓	✓
	Averages & Dispersion	✓	✓	✓	✓
	Probability	✓	✓	✓	✓
<b>Number 1</b>	Decimals	✓	✓	✓	✓
	Fractions	✓	✓	✓	✓
	Money	✓	✓	✓	✓
	Negative Numbers	✓	✓	✓	✓
	Percentages	✓	✓	✓	✓
	Understanding Numbers	75%	✓	✓	✓

## Homework & Tests reports

You can see a report specific to an assigned activity that has been set up using the Homework & Tests Feature available from the Teacher Account. Choose ‘Review Homework and Tests’ for a given subject area and click on the underlined year group or class code for any assignment to see a progress report indicating completion and score, grade or level.

**Review Homework & Tests** [Assign Homework & Tests](#)

**Subject:** KS2 Maths

<u>Teacher</u>	<u>Homework &amp; Tests</u>	<u>Progress Reports</u>	<u>Year Group</u>	<u>Assigned</u>	<u>Delete Homework &amp; Tests</u>
Mr. E45tr56y5	<a href="#">Number 1 - Decimals - Revise all</a>		Y6	26-Nov-04	<a href="#">Delete</a>
Mr. E45tr56y5	<a href="#">Number 1 - Fractions - Revise all</a>		Y6	22-Nov-04	<a href="#">Delete</a>

## Reporting Tips

Where a column heading is underlined – such as [LASTNAME](#) or [OVERALL%](#)– clicking on the heading will sort the report by that field.

Clicking the [Printer Friendly Page](#) link will display a black and white version of the page that will be faster and more economical to print.

## ***Your Monthly SAM Learning Reports***

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Every month we send you eLearning Usage reports to give Senior Management an informed view of eLearning usage across the school and help identify significant trends and anomalies to ensure an effective implementation of SAM Learning in the school. You will receive:

### **Total Usage Report**

This report shows you total usage for your school in task hours together with the increase in usage during the month, the number of pupils active in SAM Learning and the percentage of work done outside school hours. Pupils' overall Task Hours in all KS3 subjects in SAM Learning are also given. You'll also see the same data averaged for all schools using SAM Learning in your LEA and for all user schools in the UK. Thus you can compare your usage to the LEA and the national average.

### **Target group usage**

This report shows you the number of active pupils in SAM Learning for years 4, 5 and 6 and shows this as a percentage of all your pupils in those years.

### **Active Pupils reports**

These reports show your top active pupils in years 4, 5 and 6. For a more up to date and comprehensive report please login and access the online usage report for your school.



## eLearning Usage Reports

The final section of this binder can be used to store key reports you print on a regular basis for future reference – and to store the Monthly eLearning Usage reports we will send you.

The Monthly eLearning Usage reports give Senior Management an informed view of eLearning usage across the school and help identify significant trends and anomalies to ensure an effective implementation of SAM Learning in the school.

### Usage – Task Hours

Please note that SAM Learning assesses usage according to the tasks completed. A notional completion time is assigned to every Revise activity, based on a careful assessment of the time an average pupil will take to complete it. If a pupil subsequently completes that activity then that usage time, in 'Task Hours' will be put into the pupil's record. It is quite possible that a pupil may actually take less or more 'real' time to complete the activity. We have taken this approach because actually recording the 'real' time a pupil accesses SAM Learning could be highly misleading if, for example, they were logged on to one task but had a lengthy interruption during their work when they were otherwise engaged elsewhere.

Usage Task Hours for SATs Practice and SATs Papers reflect the time shown in the timer.

### Usage by Month

This report shows the total Task Hours recorded for the school month by month and – most usefully – the percentage of those Task Hours accumulated outside the core school day. This is an excellent top-level summary report that can be used to demonstrate eLearning usage and the significance of self-directed learning in the school. This report is especially useful to monitor use of SAM Learning over holiday periods and in the critical pre-exam period.

#### Usage Stats

This page allows you to view the usage statistics of the students

Analyse by: **YearGroup** :: **Subject** :: **Month**

Month	Total Hours	Outside School Hours
September 2004	95	48%
October 2004	138	45%
November 2004	174	56%
December 2004	2	8%
<b>TOTAL</b>	<b>410</b>	<b>50%</b>

### Usage by Subject

This report provides an "at-a-glance" picture for Senior Management of eLearning usage across the school. Unexpectedly low figures might identify issues such as restricted access to ICT, or temporary staff who are not aware of the SAM Learning service.

#### Usage Stats

This page allows you to view the usage statistics of the students

Analyse by: **YearGroup** :: **Subject** :: **Month**

Subject	Hours
KS3 Maths	22
KS3 Music	3
KS3 PE	17
KS3 Religious Education	4
KS3 Science	19
KS2 Art	5
KS2 English	7
KS2 Maths	10
KS2 RE	<1
KS2 Science	8
KS1 English	6
KS1 Maths	11

## Usage by Year Group

This is the key report to identify progress against the objective of ten Task Hours usage of SAM Learning per Learner per year. As well as identifying how many Learners in each Year Group have used the service at all, this report shows the average Task Hours usage per Learner for each Year Group and the percentage of those Task Hours accumulated outside the core school day.

Used in conjunction with the Usage by Subject report, this can pinpoint quite specifically where eLearning has been embraced – and where further support is required.

For completeness, the Usage by Year Group Report can be expanded to provide a detailed list of Learners within the Year along with their individual summary statistics. This allows patterns, trends and anomalies to be investigated in detail to confirm whether they are general phenomena, or restricted to a few Learners.

## Usage Stats

This page allows you to view the usage statistics of the students at your school by Year Group

Analyse by: **YearGroup** :: **Subject** :: **Month**

YearGroup	Users	Total Hours	Average Hours*	Outside School Hours	
0	1 of 1	375	374.9	50%	<a href="#">more</a>
1	1 of 2	<1	0.3	0%	<a href="#">more</a>
6	1 of 92	<1	0.2	100%	<a href="#">more</a>
11	3 of 424	6	2	58%	<a href="#">more</a>
Other	2 of 14	29	-	40%	
<b>TOTAL</b>	<b>8</b>	<b>410</b>	<b>94.4</b>	<b>50%</b>	