

Master Template Asynchronous Reporting

Administrators can now quickly and easily run reports at the Master Template level using the new Master Template Reports feature. Instead of generating a separate report for each course linked to a Master Template, this feature allows administrators to generate a single report for all courses linked to a Master Template. For each Master Template in use, administrators can select from a variety of report options. ALEKS will generate the report and email it to the administrator as an Excel attachment. The report will include the students' names, instructors' names, class sections, and the relevant report data.

The Master Template Reports feature is available for all Higher Ed courses and is only visible to ALEKS administrators. Administrators can find the feature in the Advanced Instructor Module.

To access the Master Template reports, administrators will first click on the purple "Master Templates" folder and select the Master Template they wish to run reports for. Then, they will click on the "Reports" tab. Finally, they will click on the "Master Template Reports" link.

Administrators will see a list of available reports. They can then click the link of the report they would like to generate.

The screenshot displays the ALEKS Instructor Module interface. At the top, the ALEKS logo and "Instructor Module" are visible, along with navigation links for "Student View", "Course Forum", "Inbox (60 new)", "Use Basic IM-2", and "Sign Out". The user's name, "Good Afternoon, Ms. Smith", is shown in the top right. The main content area is divided into a left sidebar and a main panel. The sidebar contains a "Master Templates" folder, which is expanded to show a list of course sections: "Basic Math / 3555 MW 10-11AM (w/ I.O.)", "Basic Math / 3556 TTH 10-11AM (w/ I.O.)", "Basic Math / 3557 SAT 11-12:30PM", and "Basic Math / Conv of Basic Math - 222". The "Basic Math / 3556 TTH 10-11AM (w/ I.O.)" section is selected. The main panel has a "Home" tab and a "Reports" tab. Under the "Reports" tab, there is a "Master Template Reports" link. Below this, the page title is "Master Template Reports: 3556 TTH 10-11AM (w/ I.O.) / Basic Math". The main content area shows the heading "3556 TTH 10-11AM (w/ I.O.) / Basic Math (Master Templates)" and a prompt: "Please choose one of the following course reports." Under the heading "Progress Reports:", there is a list of report options:

- **Learning progress since latest assessment:** Quick snapshot of each student's latest progress in learning mode.
- **Detailed progress history:** Complete snapshot of each student's progress both in learning mode and in assessment mode over a period of time.
- **Overall progress in assessment:** Compares each student's first and latest assessment results.
- **Average report (pie chart):** Average of the pie charts of all students in the course.
- **Time and Topic report for all students:** Shows time spent in ALEKS, topics attempted, and topics mastered over a period of time.
- **Knowledge Per Slice:** Shows each student's current mastery of each slice in this course.

After clicking on a report link, administrators will see the following page. They will then click on the “Email me the report” button.

Master Template Reports: 3556 TTH 10-11AM (w/ I.O.) / Basic Math

Learning progress since latest assessment:

This report includes a quick snapshot of each student's latest progress in learning mode. ([Example](#))


[Email me the report](#) [Cancel](#)

(*) Processing the full report may take a while depending on the size of your course. You will receive the full report by email after your request has been processed.

After clicking on the “Email me the report” button, administrators will see a confirmation message.

Master Template Reports: 3556 TTH 10-11AM (w/ I.O.) / Basic Math

Learning progress since latest assessment:

 **Your request is being processed. You will receive the full report by email once it is ready.**


This report includes a quick snapshot of each student's latest progress in learning mode. ([Example](#))

[Email me the report](#) [Cancel](#)

(*) Processing the full report may take a while depending on the size of your course. You will receive the full report by email after your request has been processed.

Administrators will receive an email from ALEKS with the Excel report attached.

From: ALEKS <reports@aleks.com> Sent: Wed 11/30/2011 11:31 AM
To: Lisa Smith
Cc:
Subject: Class Report: Individual learning progress since latest assessment

Message  class_report.xls (6 KB)

Dear Ms. Smith,

Attached is the Class Report: Individual learning progress since latest assessment for class 3556 TTH 10-11AM (w/I.O.) – sect 123.

Thank you for choosing ALEKS!

The ALEKS team

[This e-mail was automatically generated by the ALEKS(R) system.]

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