

6.6 Site Usage Summary Report

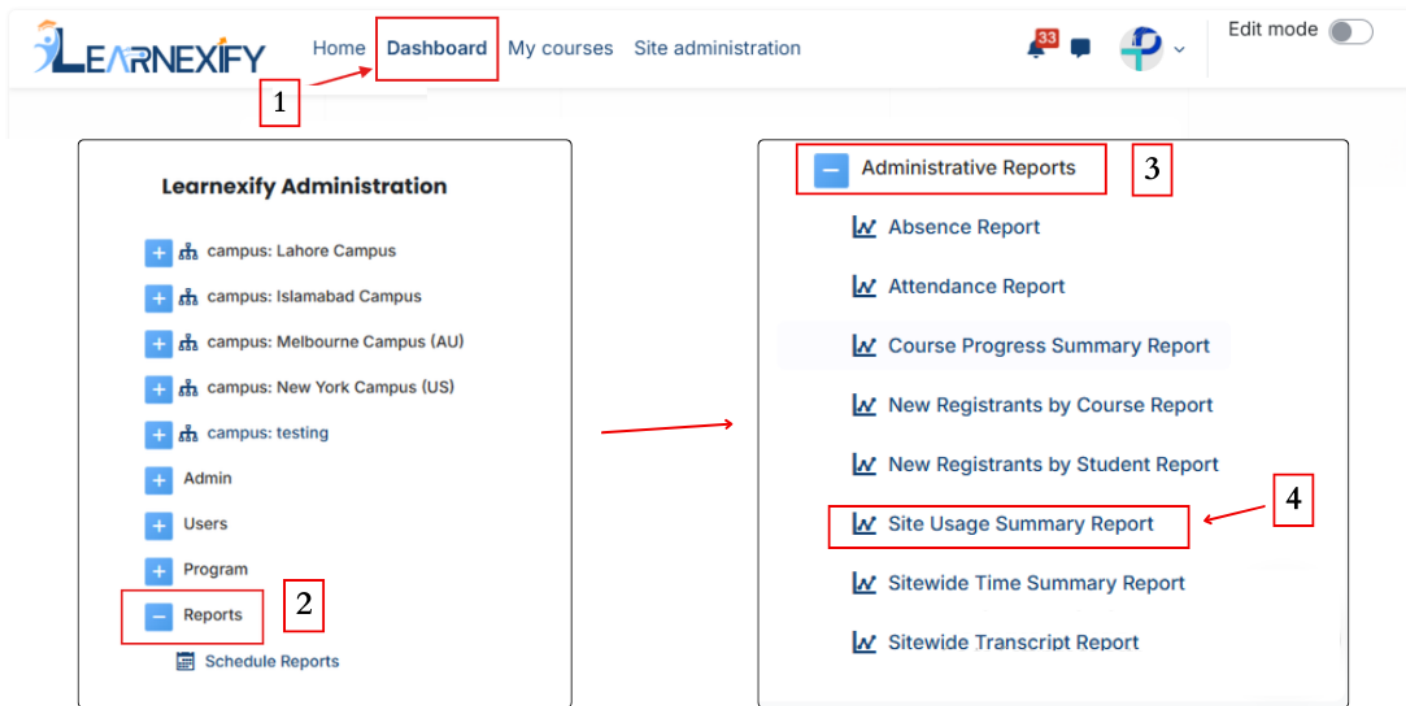
The Site Usage Summary Report is a general summary report that **provides administrators** with an overall view of all Course Descriptions accessible according to their **assigned role**. This **report helps administrators** understand how the system is being **used** and **how learners** are **interacting** with courses across the site.

This report is useful for **analyzing learner engagement**, course activity, **scores, time spent in courses**, and overall performance trends.

For example, if a Program Administrator makes changes to course content or instructional design, this report can be used to compare data before and after the changes to determine whether learner engagement and performance have improved.

Report Path:

Dashboard ? Side drawer ? Reports ? Administrative Reports ? Site Usage Summary Report



Report Filters:

This report includes the **following filters**:

Program Selection (All or Specific Program):

Administrators can select a specific Program - leave to No filtering for all Course Descriptions in all Programs, or choose a program to generate data from.

Report Display Options:

This option is used to decide which data should appear in the report. Multiple data fields can be selected, such as:

- Total Course Descriptions Completed
- Average Course Grades e.t.c

Date Range (Course Start Dates):

This filter is used to include Course Descriptions that started within a selected time

period:

- “Is after” ? includes courses starting after a selected date
- “Is before” ? includes courses starting before a selected date

After selecting the required filters and display options, the report can be generated.

The screenshot shows the LARNEXIFY website header with navigation links: Home, Dashboard, My courses, Site administration, and Custom Pages. On the right, there are notification icons (39, 1) and an 'Edit mode' toggle. The main content area is titled 'Site Usage Summary Report'. It contains three sections: 'Select the program or all programs:' with a 'Show All' dropdown; 'Decide what the report should show:' with a list of checkboxes for various metrics (all are checked); and 'Show courses starting between these dates:' with 'is after' and 'is before' date pickers. At the bottom are 'Reset Form', 'Cancel', and 'Show Report' buttons.

Site Usage Summary Report

Select the program or all programs:

Decide what the report should show:

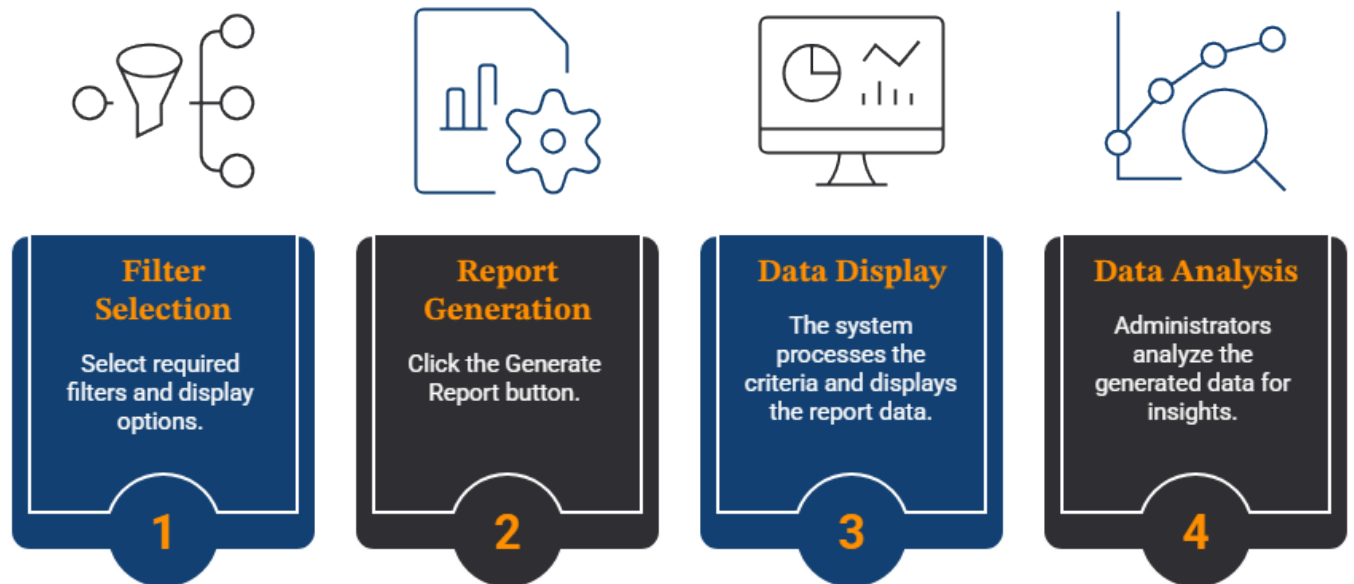
- ☒ Total Assignments Graded
- ☒ Total Course Resources Accessed
- ☒ Total Discussion Posts
- ☒ Total Quizzes Graded
- ☒ Average Course Grades
- ☒ Average Hours Spent in Courses
- ☒ Average Pretest Scores
- ☒ Average Post-test Scores

Show courses starting between these dates:

☐ is after ☐ is before

Generate Report:

- First, the **required filters** and display options are **selected**
- Then click the **Show Report button**.
- The system processes the selected criteria and displays the report data on the screen
- Administrators can use the generated data to analyze learner engagement and course activity



Report Output:

The report displays the following information:

- **Site Usage Summary Report Date ?** Selected reporting date range.
- **Total Course Descriptions in Progress ?** Total active enrollments that are not yet completed.
- **Total Course Descriptions Completed ?** Total number of completed Course Descriptions.
- **Total Course Resources Accessed ?** Total number of resources accessed by users.
- **Total Discussion Posts ?** Total number of forum posts, replies, and discussions.
- **Total Assignment Grades ?** Total number of graded assignments in the gradebook.

- **Average Pre-test Scores ?** Average scores of Learning Objectives used as pre-tests.
- **Average Post-test Scores ?** Average scores of Learning Objectives used as post-tests.
- **Average Hours Spent in Course Descriptions ?** Average amount of time learners spent in courses.
- **Average Course Grades ?** Average completion grades of learners
- **Number of Students in Course Descriptions ?** Total number of students enrolled in selected courses

If a learner is enrolled in multiple Course Descriptions, the learner is counted separately for each enrolled course.


[Home](#)
[Dashboard](#)
[My courses](#)
[Site administration](#)
[Custom Pages](#)




[Edit mode](#)


[Schedule this report](#)

Site Usage Summary Report:

	Total Courses In Progress:	71		Total Courses Completed:	11
	Total Course Resources Accessed:	0		Total Discussion Posts:	0
	Total Quizzes Graded:	7		Total Assignments Graded:	0
	Average Pretest Scores:	0%		Average Post-test Scores:	0%
	Average Hours Spent in Courses:	05:53		Average Course Grades:	96%
	Number of Students in Courses:	81			

This information is current as of Friday, June 19, 9:24:08 am

[Refresh](#)

Report Actions (Refresh & Export):

- The report can be scheduled using the **Schedule Reports** option to be generated at a **specified date and time**.
- The report settings and filters can be adjusted using the **Configure Parameters** option.
- Click the **Refresh** button at the bottom center to update the report with the most recent data.


Home Dashboard My courses Site administration Custom Pages v
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Edit mode

Report Configuration



Site Usage Summary Report:

 Total Courses In Progress:	71	 Total Courses Completed:	11
 Total Course Resources Accessed:	0	 Total Discussion Posts:	0
 Total Quizzes Graded:	7	 Total Assignments Graded:	0
 Average Pretest Scores:	0%	 Average Post-test Scores:	0%
 Average Hours Spent in Courses:	05:53	 Average Course Grades:	96%
 Number of Students in Courses:	81		

Refresh

Schedule this report



you can schedule this report from here.

From here you can refresh this report

Important Note: The report cannot be exported in PDF, Excel or CSV format

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Created 2026-06-18 03:57:53 UTC by Danain

Updated 2026-09-26 04:18:01 UTC by Shahnain