

6.7 Sitewide Time Summary Report

The Sitewide Time Summary Report **generates** a **time-based summary** for a **single user** or a **selected User Group**. It helps administrators understand how much time learners are spending in Course Descriptions over a specific period.

A date range can be applied to generate reports for a specific time period. The report can display data per user, per Course Description, or grouped by week or month depending on configuration.

Report Use Cases:

At-Risk Intervention: This report is commonly used to identify learners with low engagement. By analyzing time spent in the LMS, administrators can monitor learner activity and determine whether students are actively participating. At-risk learners can be grouped into a User Group, and the report can be shared with learners, managers, or advisors to batch improvement over time. Weekly or monthly segmentation helps evaluate whether interventions are effective.

Funding Purpose: This report can also be used to demonstrate learner participation for funding justification in both public and private sector programs. It helps show engagement metrics such as time spent and attendance-related data.



Identify At-Risk Learners

Analyze time spent in LMS



Group At-Risk Learners

Create a User Set for tracking



Track Improvement Over Time

Share report with stakeholders

Report Path:

Dashboard ? Side drawer ? Reports ? Administrative Reports ? Sitewide Time Summary Report

The screenshot shows the Learnexify Dashboard interface. At the top, the navigation bar includes the Learnexify logo, a 'Home' link, a 'Dashboard' link (highlighted with a red box and labeled '1'), 'My courses', and 'Site administration'. On the right, there are notification icons and an 'Edit mode' toggle.

The main content area is divided into two panels. The left panel, titled 'Learnexify Administration', contains a list of links: 'campus: Lahore Campus', 'campus: Islamabad Campus', 'campus: Melbourne Campus (AU)', 'campus: New York Campus (US)', 'campus: testing', 'Admin', 'Users', 'Program', 'Reports' (highlighted with a red box and labeled '2'), and 'Schedule Reports'. A red arrow points from the 'Reports' link to the right panel.

The right panel, titled 'Administrative Reports' (highlighted with a red box and labeled '3'), contains a list of report links: 'Absence Report', 'Attendance Report', 'Course Progress Summary Report', 'New Registrants by Course Report', 'New Registrants by Student Report', 'Site Usage Summary Report', 'Sitewide Time Summary Report' (highlighted with a red box and labeled '4'), and 'Sitewide Transcript Report'.

Report Filters:

This report includes flexible filtering options and does not require mandatory fields.

- **Full Name ?** Search for a specific user or group of users
- **Organizational User Groups ?** Select a specific user group
- **Date Range (Start / End Date):**
 - **“Is after” ?** includes data after a selected date
 - **“Is before” ?** includes data before a selected date
- **Report Segmentation ?** Defines how attendance data is grouped and displayed by Week, Month, Year, or No Segmentation.

- The “Show More” option allows advanced filtering using standard and custom user fields.


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





Edit mode ☐

Sitewide Time Summary Report

Full name

contains

Time created

☐ is after

19

June

2026

☐ is before

19

June

2026

Last modified

☐ is after

19

June

2026

☐ is before

19

June

2026

View users in this organizational User Set:

is any value

Islamabad Campus

Select the Start Date and End Date for the report:

☐ is after

19

June

2026

☐ is before

19

June

2026

Segment the report by:

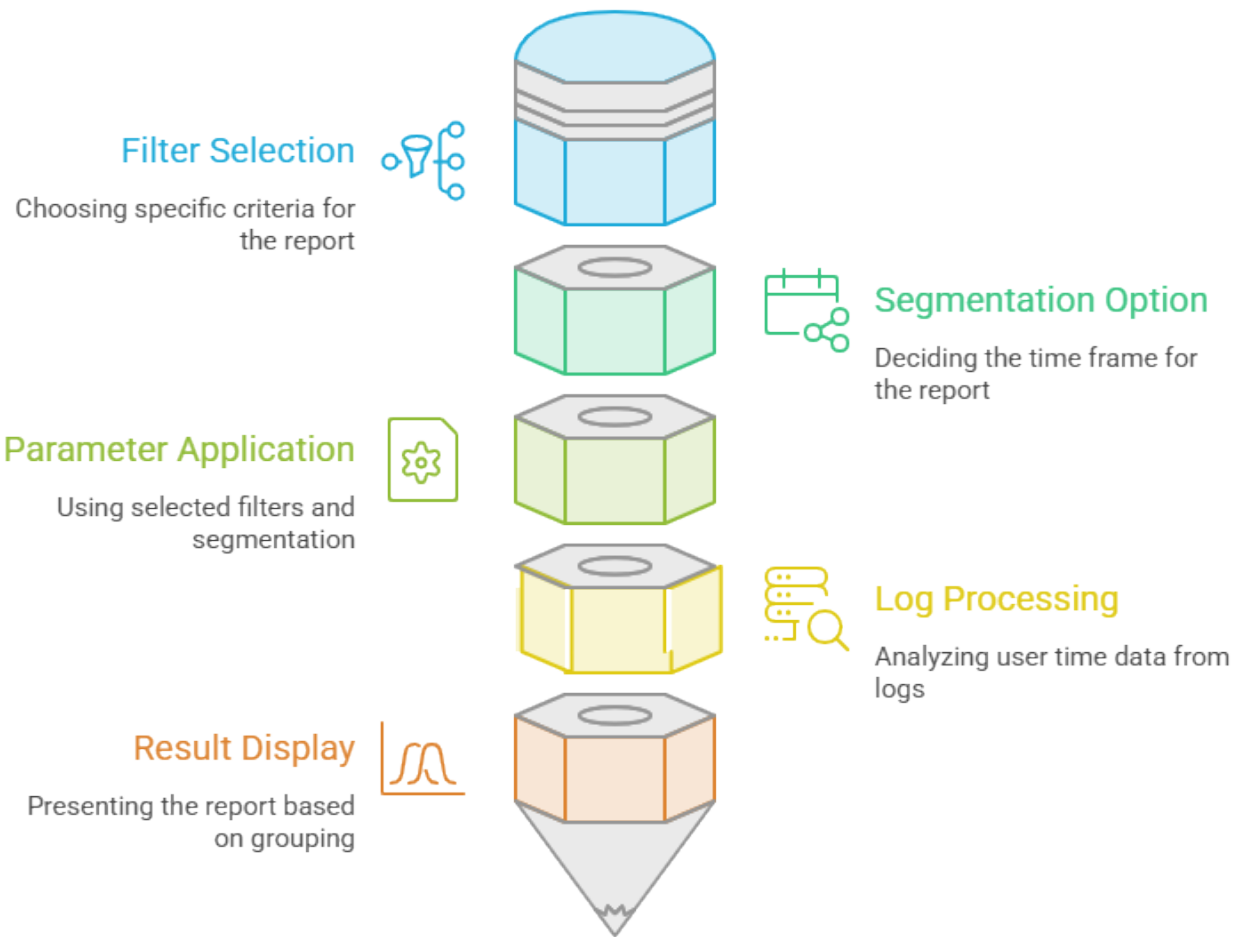
☐ Weeks
☐ Months
☐ Years
☒ Don't Segment

Reset Form

Show Report

Generate Report:

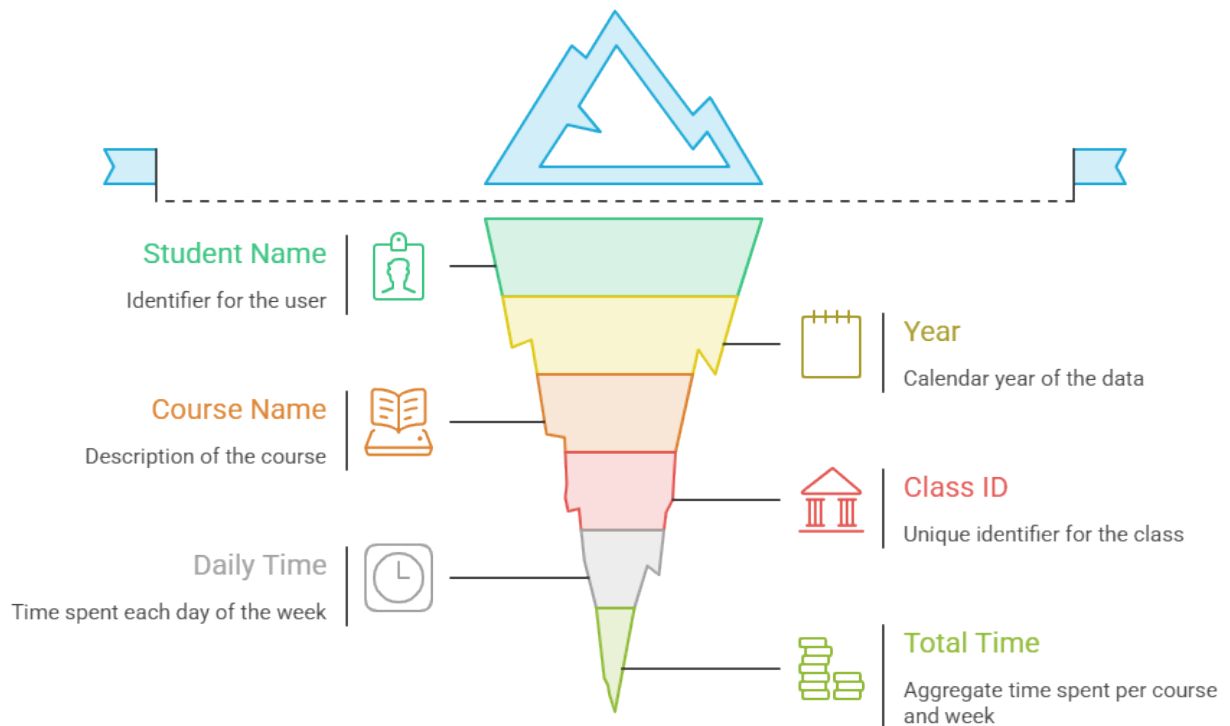
- Required filters are selected
- **Segmentation option** (week/month/year) is chosen
- The report is generated using **selected parameters**
- Learnexify logs are processed to calculate user time data
- Results are displayed based on selected grouping



Report Output:

- **Student Name ?** Name of the user
- **Year ?** Calendar year of data
- **Course Name ?** Name of the Course Description student is enrolled in. Only Course Descriptions in which the users have spent some time during the specified time frame are included in the report.
- **Class ID ?** Learnexify Course Instance ID

- **Daily Time (Sun–Sat) ?** Time spent each day
- **Total Time ?** Total time spent per course and per week



Data Calculation Method:

This report is based on **Learnexify logs**. The system calculates time by analyzing user log entries:

- If the time gap between two log entries is less than 5 minutes, it is considered the same session
- If the gap is greater than 5 minutes, it is treated as a new session
- A maximum of **5 minutes** is added per session gap



Schedule this report

Page: 1 2 3 4 5 6 7 8 9 10 11 (Next)

Sitewide Time Summary Report:

01/01/1970 - Present

Student Name: student 2

ID Number: student1@gmail.com

COURSE NAME	CLASS IDNUMBER		TOTAL TIME
Operating Systems (OS)	SEM6-11106-11040		0.0 hours
Programming Basics	SEM4-11101-2026_spring.1		0.9 hours
Project	SEM7-11108-11040		0.0 hours
Data Structures	DCS_11105		0.0 hours
Databases	DCS_11104		0.0 hours
Object-Oriented Programming (OOP)	DCS_11103		0.0 hours
Project	DCS_11108		0.0 hours



Schedule this report

Page: 1 2 3 4 5 6 7 8 9 10 11 12 13 (Next)

Sitewide Time Summary Report:

01/01/1970 - Present

Student Name: student 2

ID Number: student1@gmail.com

Year: No time logged for any years

Month: No time logged for any months

COURSE NAME	CLASS IDNUMBER	WEEK1	WEEK2	WEEK3	WEEK4	TOTAL TIME
Web Development	SEM7-11107-11040	0.0	0.0	0.0	0.0	0.0 hours
Math	SEM4-11102-11040	0.0	0.0	0.0	0.0	0.0 hours
Data Structures	SEM6-11105-11040	0.0	0.0	0.0	0.0	0.0 hours
Data Structures	DCS_11105	0.0	0.0	0.0	0.0	0.0 hours
Databases	DCS_11104	0.0	0.0	0.0	0.0	0.0 hours

Report Actions (Refresh & Export):

- **Configure Parameters ?** Used to modify report settings
- **Schedule Reports ?** Allows scheduling reports for future execution
- **Download PDF / CSV ?** Report can be exported in both formats
- **Refresh Button ?** Updates the report with the latest data without reconfiguration

Page: 1 2 3 4 5 6 7 8 9 10 11 12 13 (Next)

Sitewide Time Summary Report: 01/01/1970 - Present

Student Name: student 2

ID Number: student1@gmail.com

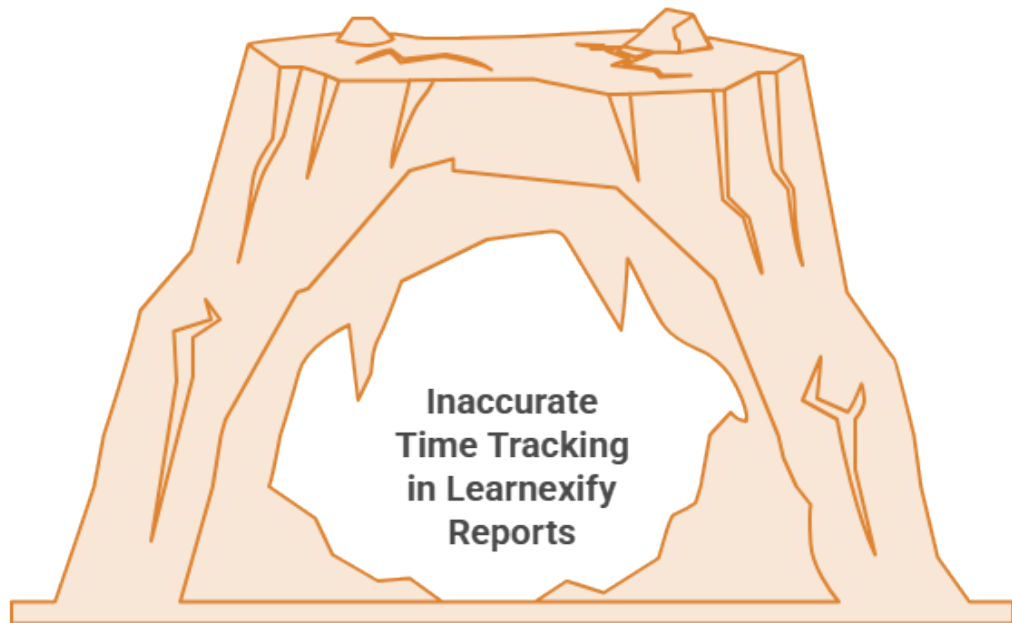
Year: No time logged for any years

Month: No time logged for any months

COURSE NAME	CLASS IDNUMBER	WEEK1	WEEK2	WEEK3	WEEK4	TOTAL TIME
Web Development	SEM7-11107-11040	0.0	0.0	0.0	0.0	0.0 hours
Math	SEM4-11102-11040	0.0	0.0	0.0	0.0	0.0 hours
Data Structures	SEM6-11105-11040	0.0	0.0	0.0	0.0	0.0 hours
Data Structures	DCS_11105	0.0	0.0	0.0	0.0	0.0 hours
Databases	DCS_11104	0.0	0.0	0.0	0.0	0.0 hours

Limitations of this report :

This report is based on Learnexify logs and batch's student activity using the available log data. **Some activities**, such as **watching videos** or **reading lengthy PDF/Acrobat documents**, may not be fully **recorded** in the **Learnexify logs**. As a result, the time spent on these activities may not always be reflected accurately or completely in the report.



Incomplete Logging

Time spent on videos and PDFs may not be fully tracked.



Log Data Limitations

The report is based on activity data recorded in Learnexify logs.

Revision #19

Created 2026-06-18 04:04:31 UTC by Danain

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