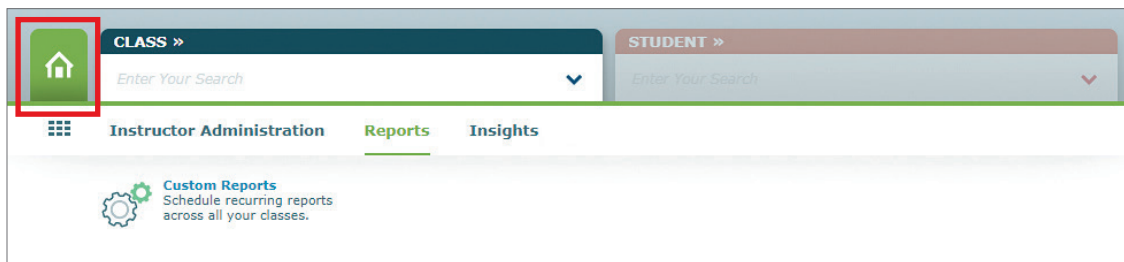


INTRODUCTION TO ALEKS REPORTS

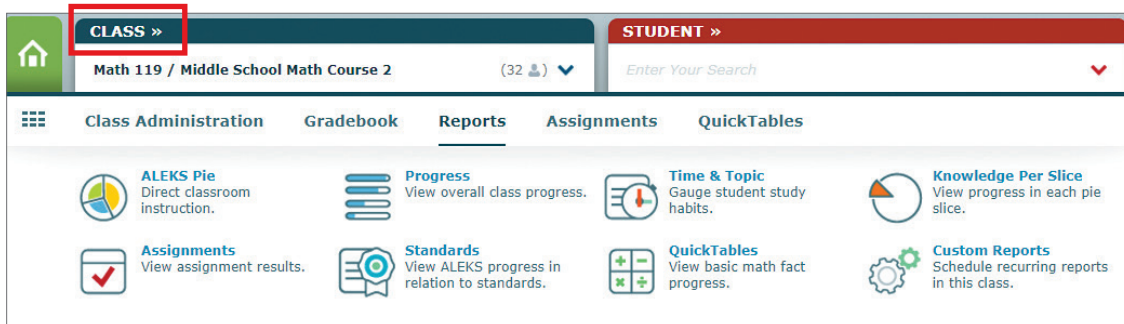
ALEKS reports are designed to provide real-time data and summary reports to help students and instructors monitor usage, track progress, and identify areas of growth/struggle. This instructionally actionable data helps you to plan for full-class and small-group instruction and intervene with individual students as needed.

Report Levels

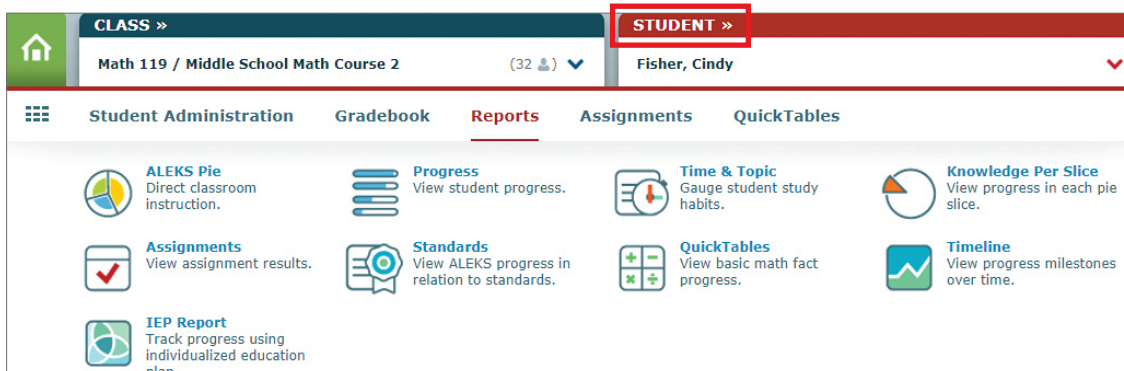
Home:



Class Level:



Student Level:



Report Features



Tips: The light bulb icons on a page offer tips for using the report.

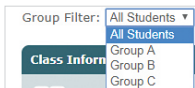


Information: Clicking on this icon will provide details about a particular feature.

Downloads



Downloads: Each report provides the opportunity to download data. Clicking on the downloads icon allows you to see what information can be downloaded and in what format(s).

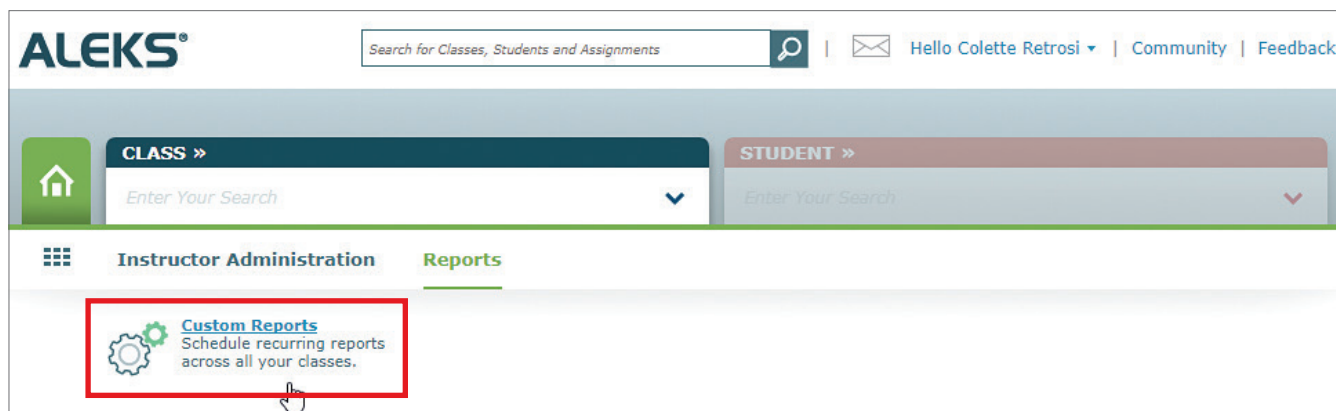


Group Filter: If you have set up Student Groups in *ALEKS*, you can use the group filter to show data for a specific group or for all students.

Custom Reports

The Custom Reports feature is available at home and at the class level. This feature allows you to tailor a report specific to your reporting needs by creating a template and choosing the data—for multiple classes and from multiple reports—that will be included in your report. You can schedule a one-time report or automate a report so that it runs daily, weekly, or monthly to ensure that you save time and also receive the most up-to-date information.

1. With no class chosen, hover over **Reports** and click **Custom Reports**.



2. Click **Create New Custom Report Template**.

Create New Custom Report Template

Step 1: Create the Report Template

- 1. Name the template and choose your Excel report option.

STEP 1. Create Template

1. Create Template2. Review and Save3. Schedule Report

Basic Information

Name:

Weekly Rubric (Mastery, Time, Topics Learned)

Type:

Instructor report

Excel Report Options

☐ All data in one tab (summary report)

☐ One tab per ALEKS Course Product (summary report)

☒ One tab per class (comprehensive report)

- 2. Select the data you wish to monitor by clicking its corresponding blue box. Your selected fields will be displayed on the right side of the page under **Report Selections**.

Select Data

Browse through the categories on the left and select the data you want to include in your report template. Each selected data field will represent a column in the report. Data fields will appear on the downloaded excel report in the order they are listed in the "Report Selections" window.

Add Data

Student and Class Information

Assessment Performance

Pie Progress

Standards

Assignments

Gradebook

Time and Topic

Report Selections

Student and Class Information

STUDENT INFORMATION

Name

CLASS INFORMATION

Class name

Course product

Pie Progress

Pie progress at end of report

DETAIL

Course Progress

PROGRESS

Progress (%)

Time and Topic

BREAKDOWN

Weekly

TIME & TOPIC

Time spent in ALEKS

Number of topics learned

clear all

Step 2: Review and Save

STEP 2. Review and Save

1. Create Template2. Review and Save3. Schedule Report

Review your selected options and click **Save**. If you need to make changes or add additional reports, click **Previous Step**.

Cancel

Previous Step

Save

Step 3: Schedule the Report

1. Under **Scheduling Options**, select the day and recurrence of your report.

Note: We recommend a weekly recurring report delivered on Saturdays so that any time utilized on Friday can be considered. Grades can be entered Monday for the previous week.

STEP 3. Schedule Report

1. Create Template2. Review and Save3. Schedule Report

Report Name

Report Name:Weekly Participation Grades

Template: Weekly Rubric (Mastery, Time, Topics Learned)Type: Instructor report

Excel Report Option: One tab per class (comprehensive report)

Output Format1

☒ Excel 2007 and later (.xlsx)

☐ Excel 2003 and earlier (.xls)

Display of Duration

☒ Hours & Minutes (e.g. 1h12m)

☐ Minutes (e.g. 72m)

Scheduling Options

☐ One time report

☒ Recurring report

Repeat:Weekly

SunMonTueWedThuFriSat

The first report instance will include data from 12/09/2017 (change date) to 12/15/2017.

Last report:

MonthDayYear

Jun162018

A total of 28 report instances will be scheduled.

The last report instance will include data for 06/16/2018.

Note: Data for assignments, objectives and scheduled assessments with due dates outside of the date range of each report instance will be excluded.

☐ Cumulative report1

2. Select the classes to be included in your report and select the **Type of Data** you wish to include. Once completed, click **Schedule Report**.

Class Options

Select Classes

<input type="checkbox"/> Class Name	Course Product	End Date
<input checked="" type="checkbox"/> Math 117 (29 students)	Middle School Math Course 1 / LV 6	12/08/2017
<input checked="" type="checkbox"/> Math 119 (32 students)	Middle School Math Course 2	12/08/2017
<input checked="" type="checkbox"/> Math 120 (33 students)	Middle School Math Course 3	12/08/2017

Type of Data1

☒ Individual student data

☐ Average for each selected class

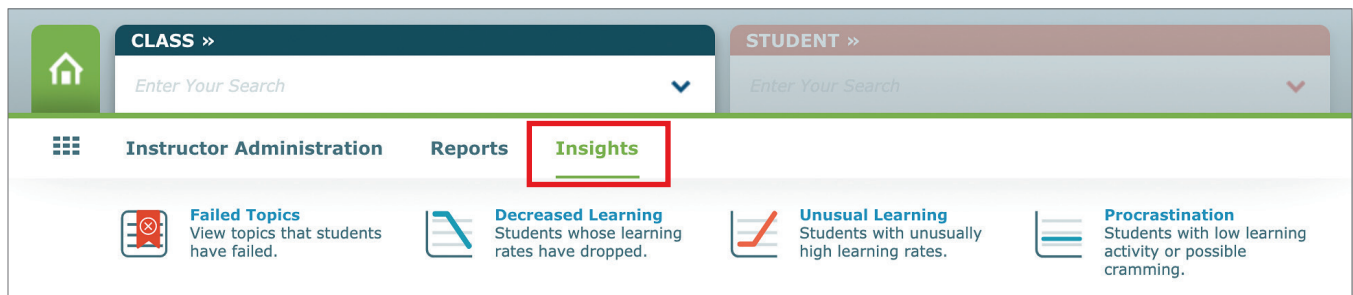
Cancel

Schedule Report

3. You will receive a notification when the report has been completed.

Insights Report

Insights uses artificial intelligence to alert you when students are at risk of failure so you can intervene effectively. You can view student reports and send messages to students in their *ALEKS* Message Center. Insights can be accessed from the menu on the Home screen:



You can view reports from all of your active classes or filter specific classes to see the students who meet the criteria. *ALEKS* detects potentially problematic learning patterns and classifies those patterns into the following categories:

Failed Topics: *ALEKS* tracks individual student topics that were attempted multiple times without success. A topic is considered failed when *ALEKS* directs students to take a break from the current topic they are struggling with and try a new topic. This report updates in real-time, so you can check it as often as needed to identify struggling students.

Decreased Learning: *ALEKS* detects when the rate at which the student learned topics has decreased significantly despite continual work in *ALEKS*. This student is struggling to make progress and is experiencing plateaued learning.

Unusual Learning: *ALEKS* detects the rate at which the student learned topics increased significantly compared to the student's usual learning pace. Unusually high learning rates compared to previous learning may signify that students are not doing their own work in *ALEKS* Learning Mode.

Procrastination: *ALEKS* detects that a student's time in *ALEKS* varies between longer periods of inactivity followed by unusually high bursts of activity. Students could be procrastinating or cramming to catch up on their learning.

The program runs a weekly diagnostic to check for new insights in Decreased Learning, Unusual Learning, and Procrastination. If new insights are found, a blue banner will be displayed on your instructor dashboard. Click the link to see the updated insights for your students.

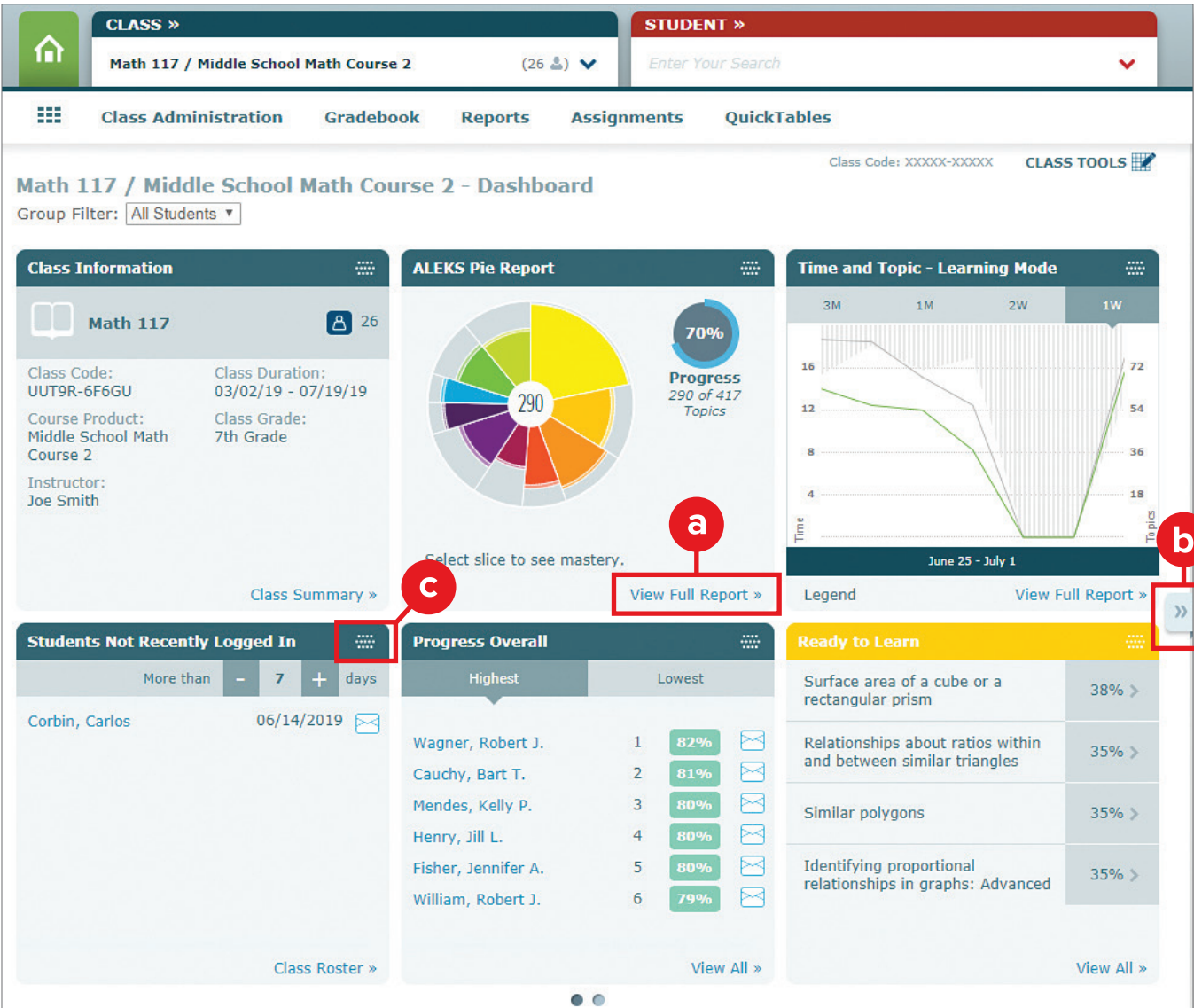


Dashboards

The dashboards at each level are designed to give you at-a-glance information to help you manage your class.

- a. Click the blue link in the bottom-right corner of a tile to view more detailed information.
- b. The tab with arrows on the right side of the dashboard takes you to the second page of tiles.
- c. You can move tiles by selecting the icon in the upper-right corner of the tile and dragging/dropping tiles to arrange them in a configuration that meets your needs.

These features are consistent at each level, but the information on them will change.



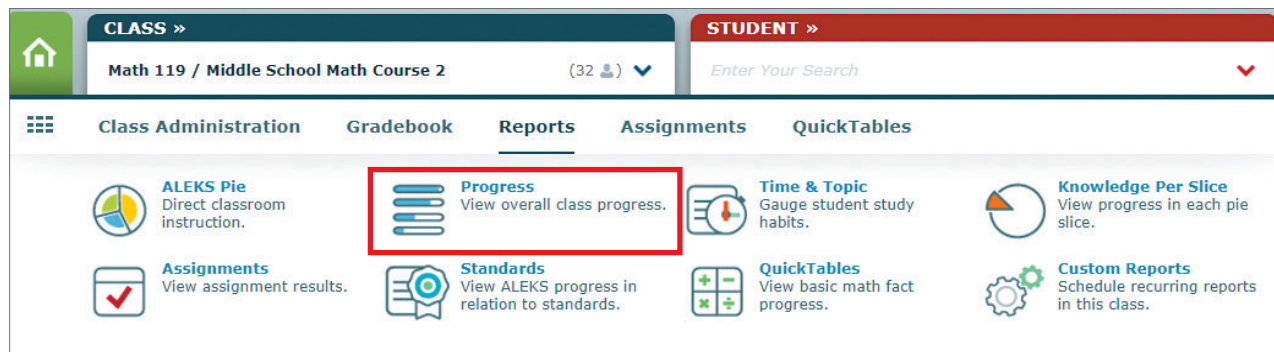
When you are on the **Home** screen in **ALEKS**, your dashboard will show summary information about all of your **ALEKS** classes. The **Class Level** dashboard provides information about the class you've selected. The **Student Level** dashboard provides information about the specific student that you have chosen to view.

Progress Report: Class Level

Use this report to:

- Identify students who may need a different course product for intervention or acceleration.
- Monitor how well a student is retaining newly learned material.
- View student progress toward course mastery.

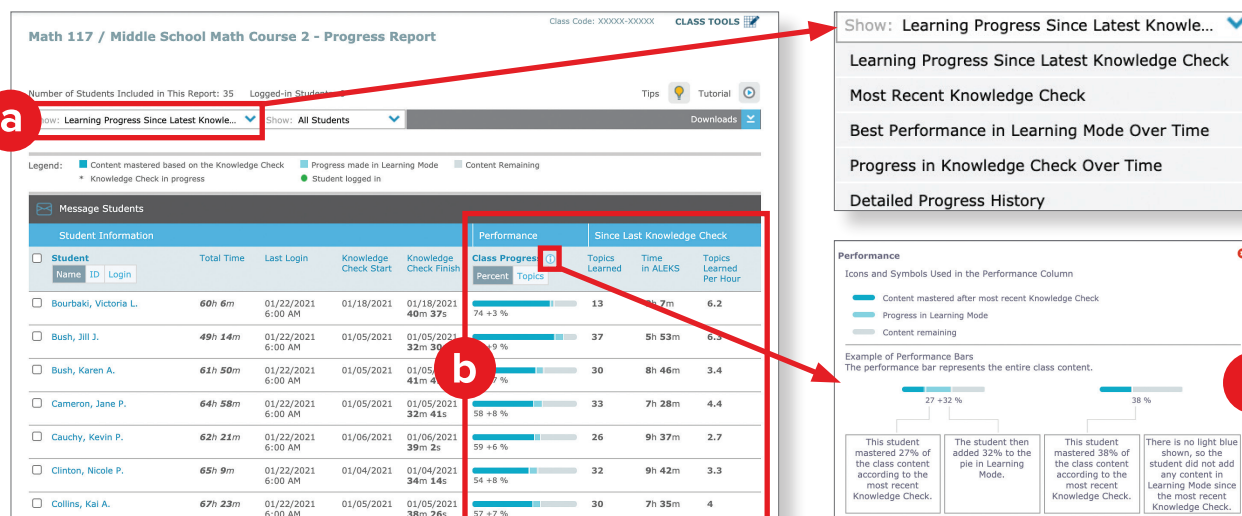
Note: The goal for an average student is to master at least 85 percent of the topics in the course.



Using Progress reports, you can view student progress on Knowledge Checks and in Learning Mode at various time intervals. These reports allow you to track student progress, see how well they are retaining new learning, and ensure they can get intervention when they need it the most.

- The view of the progress data can be changed from the **Show** drop-down menu. There are five different views that display student progress in Knowledge Check and in Learning Mode. Two of the views provide data since the most recent Knowledge Check, and three of the views allow selecting a date range for historical data. Once a view is selected, the report will update to show the requested data, as well as basic information, such as total time in ALEKS. A message can be sent directly to students from this report.
- The Performance and Learning data sections under each view show the student's current progress and average learning rates. This section will update with relevant information based on the view selected.
- Click the information icon to show a key that illustrates what the different parts of the bar represent. Shown here is the key for the Learning Progress Since Latest Knowledge Check view.

Note: If you navigate away from a progress report and return at a later time, the view that was last selected will remain in effect.



Math 117 / Middle School Math Course 2 - Progress Report

Number of Students Included in This Report: 26

Logged-in Students: 0

Tips

Tutorial

Downloads

Show: Learning Progress Since Latest Knowledge Check

Show: All Students

Legend:

Content mastered based on the Knowledge Check

Progress made in Learning Mode

Content Remaining

* Knowledge Check in progress

Student logged in

Message Students

Student Information					Performance		Since Last Knowledge Check		
Student	Total Time	Last Login	Knowledge Check Start	Knowledge Check Finish	Class Progress	Topics Learned	Time in ALEKS	Topics Learned Per Hour	
Name	ID	Login			Percent	Topics			
<input type="checkbox"/> Bolzano, Daniel V.	58h 56m	07/12/2019 6:00 AM	07/08/2019	07/08/2019 37m 27s	<div><div></div></div> 67 +2 %	11	1h 23m	7.9	
<input type="checkbox"/> Bush, Jane T.	62h 35m	07/12/2019 6:00 AM	06/21/2019	06/21/2019 40m 59s	<div><div></div></div> 54 +8 %	34	8h 36m	4	
<input type="checkbox"/> Cameron, John B.	70h 8m	07/12/2019 6:00 AM	07/08/2019	07/08/2019 31m 1s	<div><div></div></div> 62 +3 %	12	1h 28m	8.2	

In the report above, Daniel's most recent Knowledge Check occurred on July 8th. At that point in time, he showed that he had mastered 67% of the content in this course. The dark blue portion of the bar represents this mastered content. Daniel has been working in Learning Mode since that knowledge check and has learned 2% more of the content, which is represented by the lighter blue portion of the bar.

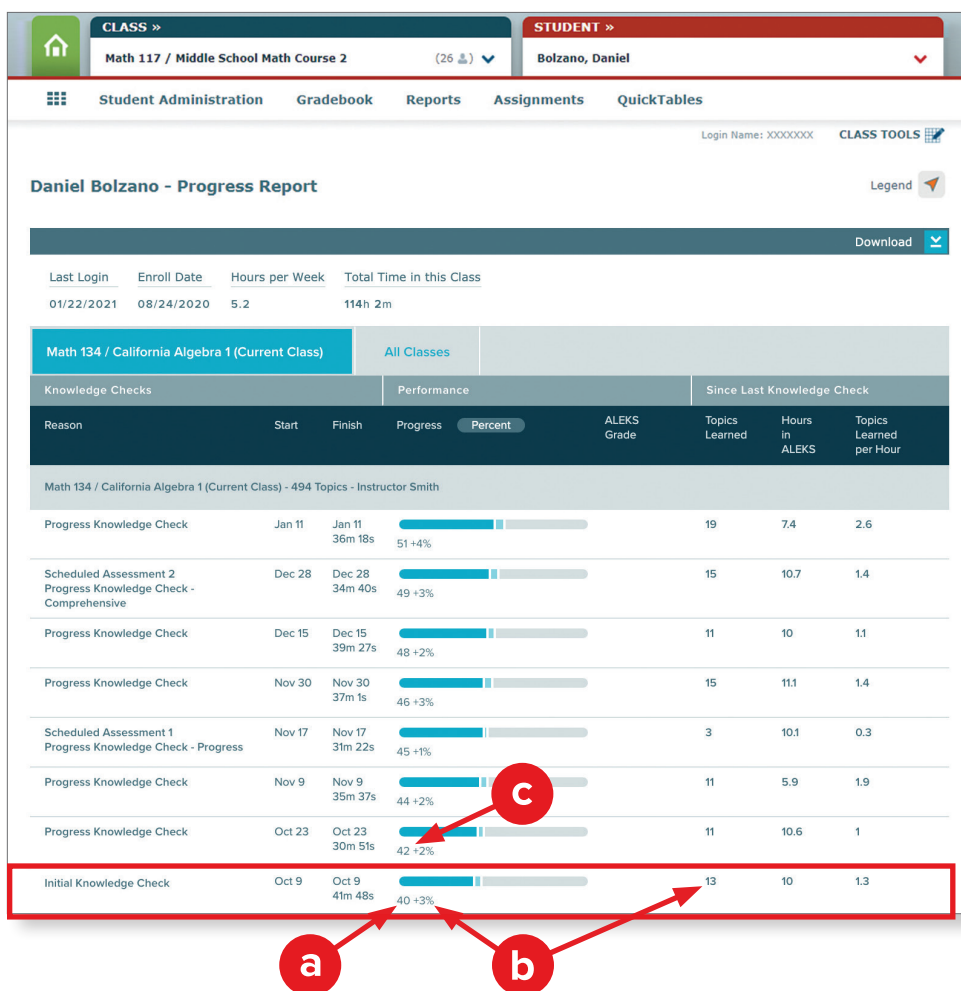
To the right of the progress bar, you will see more details about Daniel's recent learning, as well. Since the last knowledge check, he has learned 11 new topics, worked 1 hour and 23 minutes, and is learning 7.9 topics per hour. This newly learned content will only be considered mastered (and turn dark blue) when Daniel takes a new knowledge check and shows that he has retained the material.

In Class Level Progress Reports, clicking on a student's name will take you to the individual progress report for that student. We will explore the Student Level Progress Report next.

Progress Report: Student Level

Use this report to:

- See all of a student's knowledge checks in the course.
- Compare student growth and retention of content from knowledge check to knowledge check.



In the example above, Daniel's progress report shows us that **(a)** he knew 40% of the course content when he took his initial knowledge check on October 9. As you can see, **(b)** he learned 3% more (13 topics) before triggering his next knowledge check on October 23. If he retained all of the previously mastered content (40%) and his new learning (3%), the score on his next knowledge check would be 43%. In this case, **(c)** Daniel showed 42% mastery—which means there was a topic he didn't retain. A loss of one or a few topics is not unusual, but students who fail to retain a large percentage of newly learned topics may need some additional support.

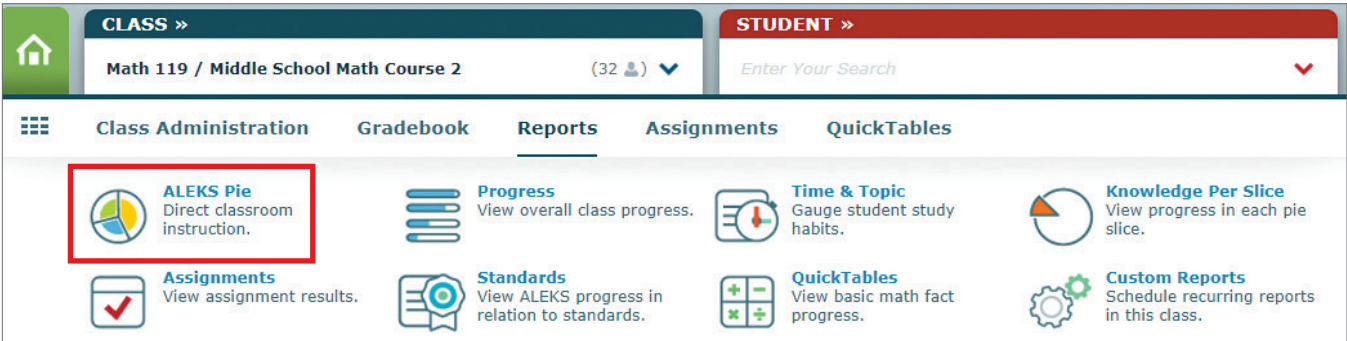
Notice that the mastered (dark blue) portion of the bar continues to grow as Daniel progresses. If, however, the dark blue portion of the bar receded after a knowledge check—meaning that even topics that were previously considered mastered have been lost—this should be investigated. Perhaps someone was helping the student on the previous knowledge check, so without help on the next one, the student didn't know how to do those topics. Or maybe the student didn't actually try to do well on the knowledge check for some reason.

Tip: When motivating students to grow in *ALEKS*, don't just focus on learning a number of topics. Make sure they are retaining and growing based on the Progress Report.

ALEKS Pie Report: Class Level

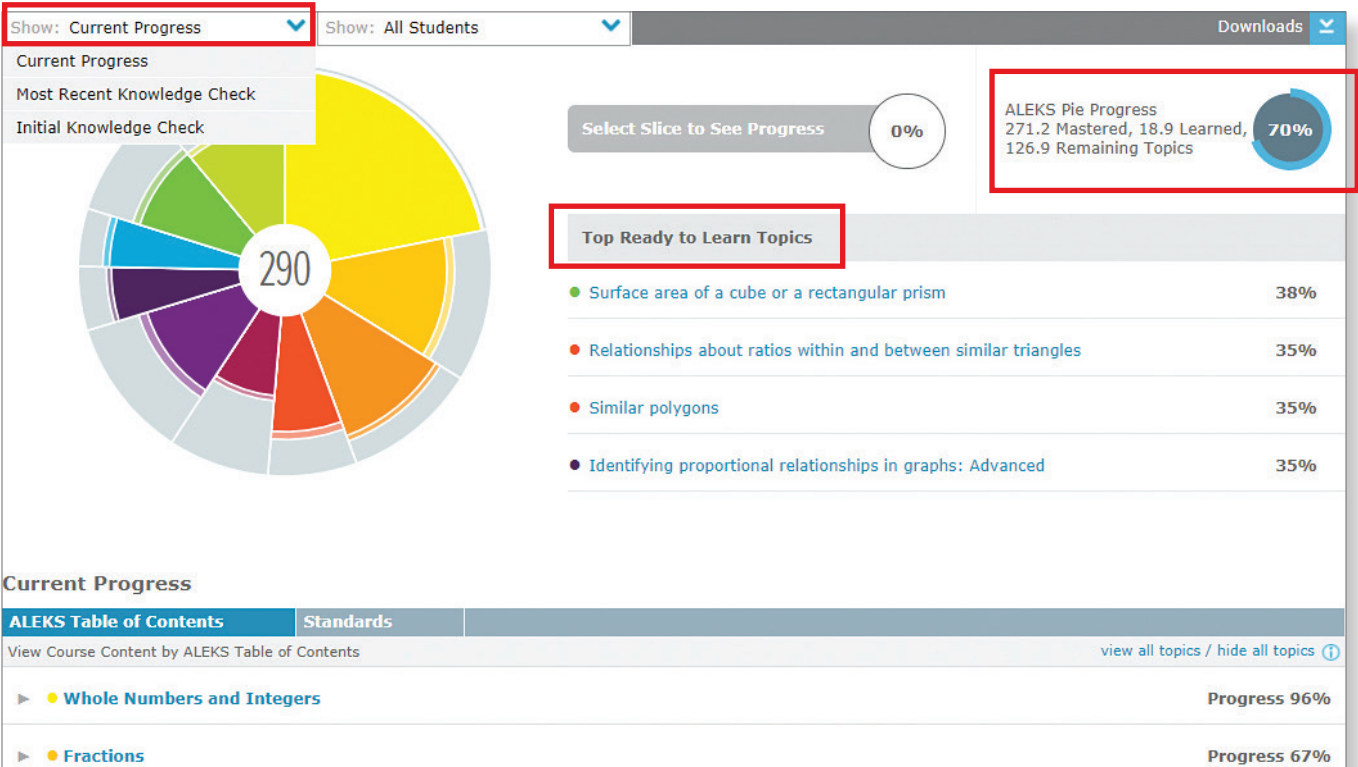
Use this report to:

- Identify which students know a topic, which students don't know that topic, and which students are ready to learn the topic (Current Progress view)
- Plan for whole class or small group instruction (Current Progress view)
- Identify which students may need to review topics lost in a knowledge check (Most Recent Knowledge Check view)



The default view of the *ALEKS* Pie Report—and the one used most often—is **Current Progress** since it is designed to give real-time information about what students are ready to learn.

The **ALEKS Pie Progress** section at top right of this report shows information about your class as a whole. In the example below, the class has progressed through 70% of the content on average. The topics with the highest percentage of students ready to learn are listed next, under **Top Ready to Learn Topics**.



a. At the bottom of this report, you can dig into a particular strand for more detail. Here, we've clicked on Decimals and expanded to see the specific topics. Clicking on the name of a topic will bring up an example problem that you can work through with your students. It allows you to generate as many new demonstration problems as you need.

b. The four columns on the right give us information about a class.

Progress—Students that have already learned or mastered the topic.

Remaining—Those who have not learned the topic yet.

Ready to Learn—Students who have not learned the topic yet, but who have the prerequisite skills to be successful in learning the topic.

Attempted, Not Yet Learned—Students who have worked on the topic but not learned it yet.

c. By clicking on the percentage in the column, we are able to see the names of the students in that category. In the example below, 19% of the class is ready to learn “Converting a decimal to a proper fraction in simplest form: Basic.” Clicking on the 19% reveals the names of the five students who are ready to learn that topic.

This kind of information makes targeted, small-group instruction a viable strategy for any classroom. In the case below, the instructor might choose to pull the five “Ready to Learn” students together for instruction. At other times, the instructor might look for a group of students who are ahead of the rest of the class in learning a topic and spend time with them on an enrichment activity. You can also change the view to “Most Recent Knowledge Check,” where you can see topics that students did not retain on their most recent knowledge check, and pull small groups to reteach those concepts.

Current Progress				
ALEKS Table of Contents		Standards		
View Course Content by ALEKS Table of Contents		view all topics / hide all topics ⓘ		
▶ ● Whole Numbers and Integers		Progress 96%		
▶ ● Fractions		Progress 67%		
▼ ● Decimals		Progress 78%		
Place Value and Ordering (Progress 97%)		Progress ⓘ	Remaining ⓘ	Ready to Learn ⓘ
● Decimal place value: Tenths and hundredths		100%	0%	0%
● Introduction to ordering decimals		100%	0%	0%
● Ordering decimals		92%	8%	0%
Converting Decimals to Fractions (Progress 69%)				Attempted, Not Yet Learned ⓘ
● Converting a decimal to a proper fraction without simplifying: Basic		96%	4%	4%
● Converting a decimal to a proper fraction in simplest form: Basic		77%	23%	19%
5 students out of 26 (19%) are Ready to Learn this topic.		Message Students ✕		
Bush, Jane T. Collins, Jane Corbin, Carlos S. Herman, Jennifer C. McArthur, Victoria E.		(0) Other topics that these students are Ready To Learn		
● Converting a decimal to a mixed number and an improper fraction without simplifying		62%	38%	23%
				0%

Time & Topic Report: Class Level

Use this report to:

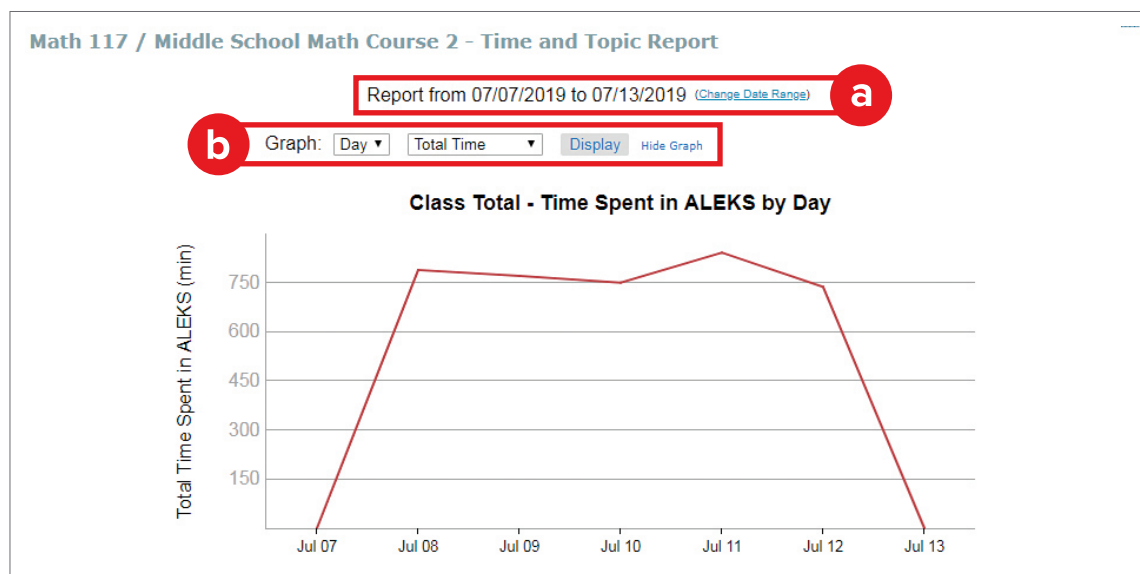
- Monitor the amount of time a student has spent working in *ALEKS* Knowledge Checks, Learning Mode, and Assignments.

Note: This report does not include time spent in Quick Tables.

- Monitor the number of topics a student has attempted over a particular period of time and how many of those topics the student has learned.

The screenshot shows the ALEKS interface for 'Math 119 / Middle School Math Course 2'. The 'Reports' tab is selected, and the 'Time & Topic' report is highlighted with a red box. Other reports visible include ALEKS Pie, Progress, Standards, Assignments, QuickTables, Knowledge Per Slice, and Custom Reports.

- The Time & Topic report will default to show one week—ending on today's date. You can change the date range to show results for a different period of time.
- The graph view can be changed to show time or topic information for the date range at a glance. The graph can also be hidden to maximize the view of the detailed information at the bottom of the screen.



The Time & Topic Report at the class level has a column that shows what each student has accomplished during the selected date range, and then it breaks the information down to show what happened each day during that time.

- a. Time is shown in hours and minutes.
- b. Beneath the time, the numbers in parentheses show the number of topics learned (on the left) out of the number of topics attempted (on the right).
- c. A triangle in the corner of the daily time entry indicates that the student spent all or part of that day working on a knowledge check.

Download Excel Spreadsheet ▼

Group Filter: All Students ▼

Number of Students: 26

Logged-in Students: 8

Select the student name to view a detailed report.

Refresh Report

Send Message to Selected Students ⓘ

All	Name (Login Student Id)	Total time in ALEKS (hrs)	Last Login	Total Time (for date range)	Time Log (Number of topics learned / Number of topics attempted)						
					Sun 07/07	Mon 07/08	Tue 07/09	Wed 07/10	Thu 07/11	Fri 07/12	Sat 07/13
1	Bolzano, Daniel V.	58h 56m	07/12/2019	2h 01m (12/13)	-	37m (0/0)	14m (3/3)	15m (3/3)	25m (3/3)	30m (3/4)	-
2	Bush, Jane T.	62h 34m	07/12/2019	2h 15m (17/17)	-	38m (3/3)	15m (3/3)	22m (4/4)	38m (4/4)	23m (3/3)	-
3	Cameron, John B.	70h 08m	07/12/2019	1h 59m (12/13)	-	31m (0/0)	28m (2/3)	17m (3/3)	20m (3/3)	25m (4/4)	-
4	Cauchy, Bart T.	50h 22m	07/12/2019	2h 13m (17/18)	-	22m (4/4)	41m (4/4)	27m (2/3)	20m (4/4)	23m (3/3)	-
5	Clinton, Jill B.	49h 26m	07/12/2019	7h 01m (61/61)	-	1h 14m (12/12)	1h 29m (12/12)	1h 25m (12/12)	1h 38m (13/13)	1h 16m (12/12)	-

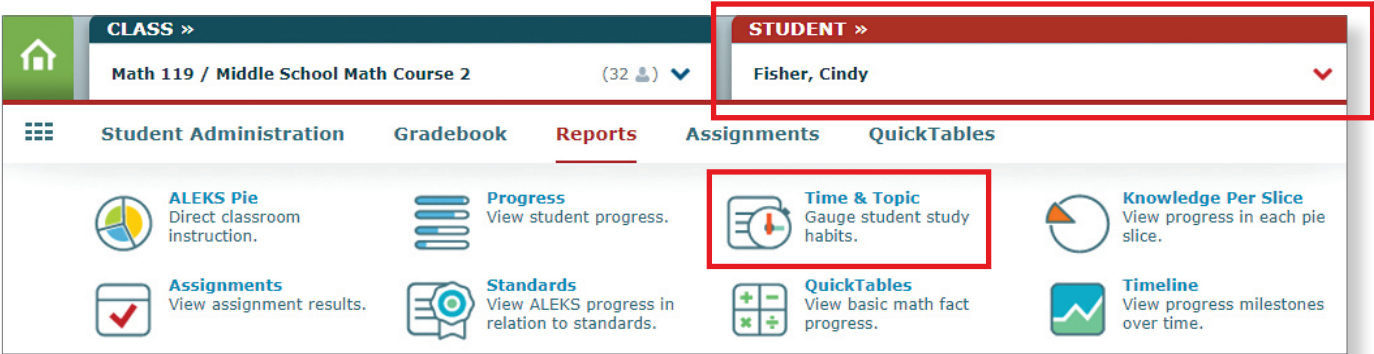
In the example above, Daniel has worked 2 hours and 1 minute in *ALEKS* over this week. He attempted 13 topics and learned 12 of them. In the daily breakdown, we can see that he took a knowledge check on Monday, so he didn't attempt any new learning that day. His statistics look very good for that week.

Looking at this report regularly allows an instructor to identify students who may need some guidance to be a more efficient or effective learner. When an instructor spots a concern—like a student who has spent a lot of time in *ALEKS* but has not learned much—he can get more detail from the Student Level Time & Topic report.

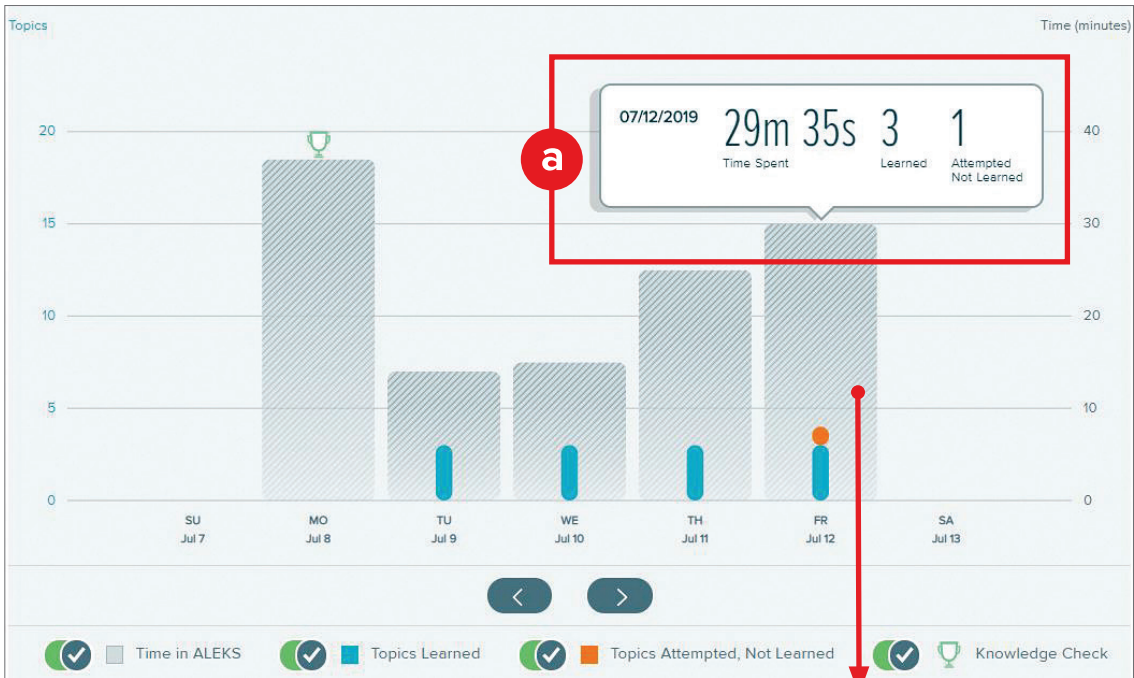
Time & Topic Report: Student Level

To get to the Time & Topic Report at the student level, click on the student's name in the class level report. You can also access this report from the Reports menu at the student level.

Note: Students can see this report for themselves in their own account as well.



This report provides a daily breakdown of ALEKS usage. The view can be adjusted to a weekly, monthly, or cumulative view or a specific range. The height of the bar represents total login time. A helpful key is located below the graph.



- a. Hover over a bar to see how much time was spent and the number of topics attempted and learned on a given day.
- b. Select a bar to view the Learning Sequence Log for that day, which shows the sequence of actions followed to learn the topic, including the exact problems practiced and the answers entered. (See the next page for more information.)

The screenshot shows the 'Learning Sequence Log' for the date 07/12/2019. It displays a table with columns for 'Date', 'Duration', and 'Topic'. The table lists several topics learned, including 'Finding a percentage of a whole number without a calculator: Advanced', 'Area between two rectangles', 'Word problem with addition or subtraction of 2 decimals', and 'Finding slope given the graph of a line in quadrant 1 that models a real-world situation'. Each entry includes a status indicator (green checkmark for 'Learned', orange X for 'Attempted Not Learned') and a trophy icon for 'Knowledge Check'.

Date	Duration	Topic
6:00 AM	14m 48s	Finding a percentage of a whole number without a calculator: Advanced
6:15 AM	3m 54s	Area between two rectangles
6:19 AM	4m 25s	Word problem with addition or subtraction of 2 decimals
6:24 AM	3m 56s	Finding slope given the graph of a line in quadrant 1 that models a real-world situation

Understanding the Learning Sequence Log

Use this log to:

- Monitor student work habits and coach individuals to improve.
- Identify what a student was struggling with on a particular topic.

The Learning Sequence Log provides specific information about a student's work in *ALEKS*, including data about topic attempts and outcomes, time spent and time stamps on attempts and overall topic areas, and also specifics on problems presented and answers submitted.

Hover over a Problem Icon for detail, and then click to see the question, the answer, and the answer the student submitted.

The screenshot shows the Learning Sequence Log on the left and a detailed problem view on the right. The log lists topics with their durations and outcomes. A red box highlights an 'Incorrect' status for the topic 'Area of a piecewise rectangular figure' on 01/22/2021 at 1:57 PM, with a time of 0m 14s. A red arrow points from this entry to the detailed problem view on the right. The detailed view shows the problem title 'Area of a piecewise rectangular figure', an 'Incorrect' status with the message 'Your answer is incorrect.', the student's submitted answer '12 in²', and the correct answer '30 in²'. Below this is the question: 'Find the area of the figure. (Sides meet at right angles.)' and a diagram of a piecewise rectangular figure with dimensions: top side 9 in, left side 5 in, bottom-left vertical side 3 in, bottom-right vertical side 5 in, and bottom side 4 in.

Time and Topic Report Icon Key

- Learning Page Icon:** This icon is always shown at the beginning of a topic that is NEW to the student. If you don't see this icon, the student has previously attempted the topic.
- Explanation Page Icon:** This icon indicates that the student clicked for an explanation. If you see this icon after the same problem is answered incorrectly twice, *ALEKS* automatically launched the explanation.
- Correct answer** **Incorrect answer**

If the **Incorrect** icon shows as the last question in a topic, click it for more information:

Incorrect
01/22/2021 | 1:57 PM | 0m 14s

Incorrect on the last question indicates that the student chose to log out or move to a different topic.

Failed
01/22/2021 | 1:55 PM | 0m 6s

Failed on the last question indicates that *ALEKS* suggested the student move to a different topic.



Learned

Learned Icon: This icon indicates that the topic was practiced successfully in Learning Mode and will be assessed on the next Knowledge Check.