METALFORM EDU Reports Available

METALFORM EDU
TRAINING ANYTIME, ANYWHERE

The following is the list of reports available to managers in the system.

Report	Description
Assessment Activity Detail By Learner	Used to view learner assessment progress, including the following for each assessment: • Learner full name and email • # of times the learner attempted the assessment • Total time spent in the assessment for each attempt • Highest grade achieved • Lowest grade achieved • Difference between lowest and highest grade
Assessment Results by Learner	Shows the start time, end time, duration and grade for selected learners and assessments.
Certificates	Shows all certificates earned by your learners, including a link to download each certificate, as needed.
Course Completion Status	For each course in the system, shows: • Every learner enrolled • Their completion status • The date they were enrolled • The date they started the course • The date they completed the course • Their grade
Course By Category	Displays each course category, list the courses with in that category, list each course summary, course objectives, and estimated time to complete course.
Learner Enrollment Detail	Shows all enrollments by learner, including completion status, date enrolled, date started and date completed, elapsed time between the two and score.
Learner Enrollment Summary	Shows the total number of enrollments for each learner, as well as the number of courses they started, have not started and completed. Also shows the learner's first access to the system and last login date.

PMA PRECISION METALFORMING ASSOCIATION

Report	Description
Learning Plans	Shows all learning plans you have created and assigned to learners, the start date, completion date and plan content. From here, you can also click on a plan to edit, update or archive it.
Licenses Purchased	Comprehensive licenses report showing both licenses purchased and redemptions (including who redeemed each license) in a single report. Note that if there is nothing in the Date Purchased column, the data for that row represents a user who redeemed a license bought for them.
My Courses	This report will only display if you are enrolled in courses on the site. It shows each course in which you are enrolled, your status in that course, the date you were enrolled and your grade.
My Programs	Shows each program in which you are enrolled, your status in each course in that program and in the program itself.
My Learning Plans	Shows each learning plan assigned to you, the date it was assigned, date it is due, the items (courses, programs, milestones) it comprises and the status of each item.
Program Completion Status	Shows each program name, learner enrolled in program, program completion status, progress % completed, date assigned, date started, program due date, date completed.