

## How to see student status/progress in the course

*Reminder:* In order to check on your student status and progress through the course, you will first need to enroll yourself as a teacher in the course.

**Getting Started:** Once you are logged in, you will need to open your student course. You can do this by clicking the course icon in the dashboard, or by opening navigation side bar on the left side of the screen by clicking on the green tab.



Once the course is open, in the navigation side bar, click on the arrow next to Course administration, then the arrow next to reports and then click on Activity completion.





Once you are on the Activity Completion page, you will see your list of students and each of the activities in the course. If they have completed the activity, there will be a check in the box.

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If you have more than one class, you can use the dropdown on top of the to select which class you want to see.



If you have questions or need anything additional, please contact us at <a href="mailto:coursedev@indigoproject.org">coursedev@indigoproject.org</a>

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