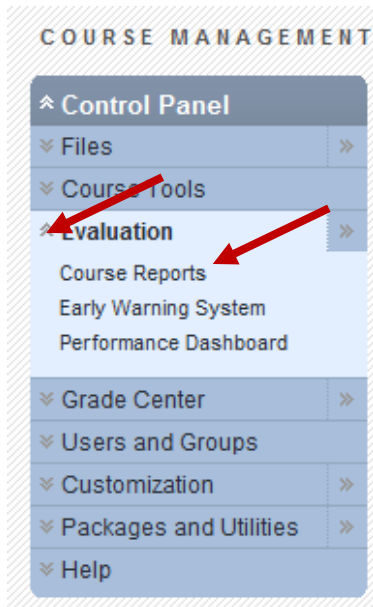
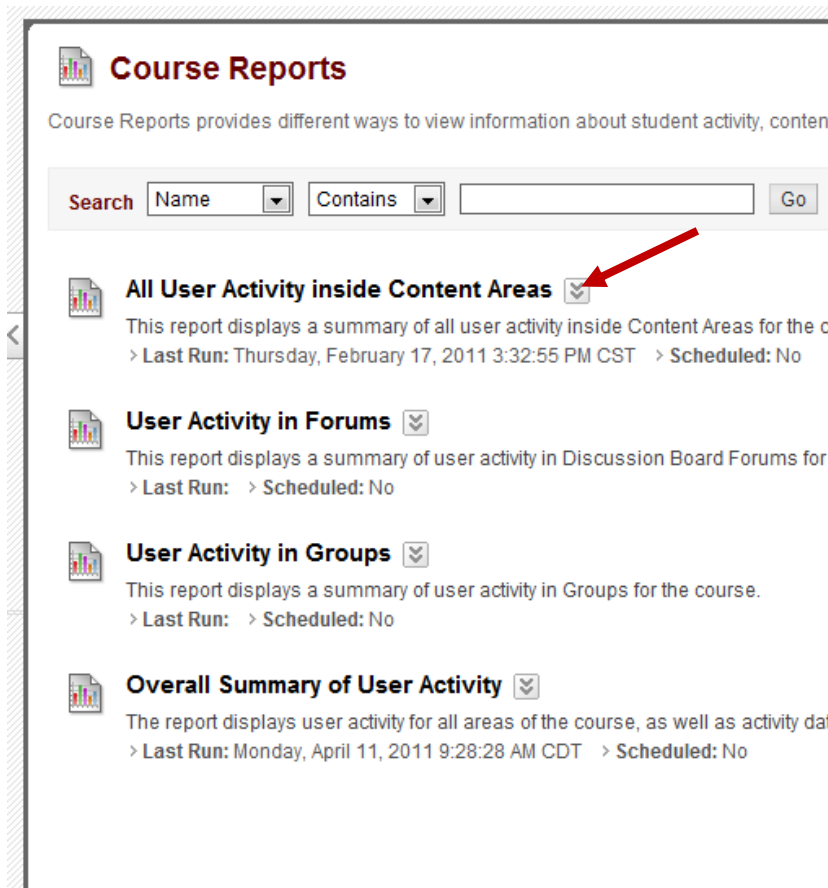


# Running Tracking Reports

1. Open **Evaluation** and click on **Course Reports**.

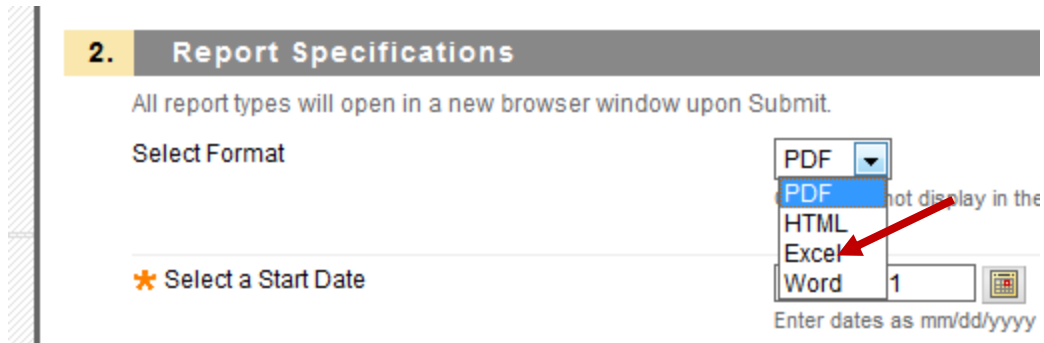


2. Click down arrow beside desired report (**All User Activity inside Content Area.**), and click **Run**.

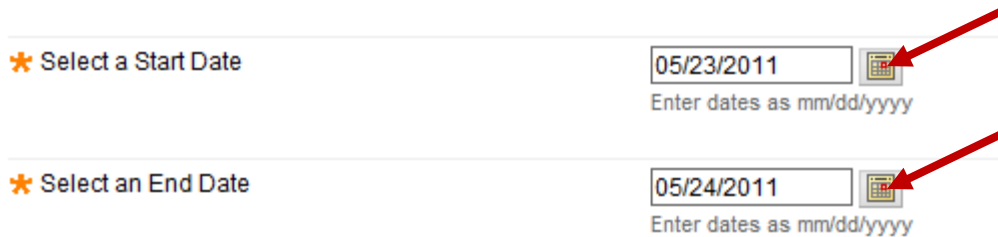


# Running Tracking Reports

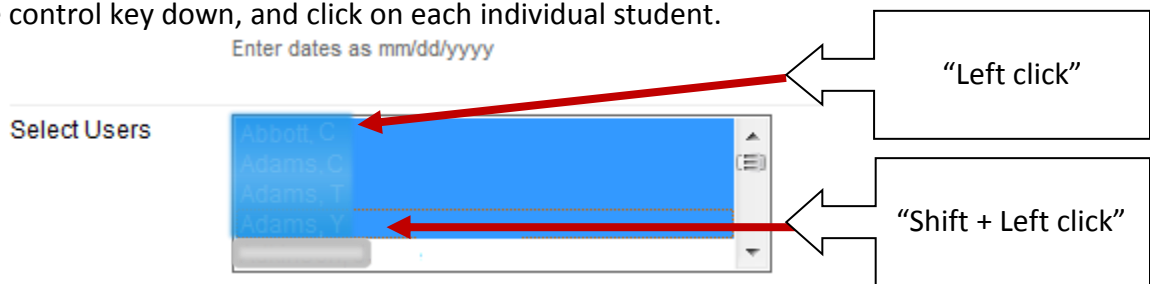
3. Choose Report format located under **Report Specifications** next to **Select Format** option.



4. Choose start and end dates located next to the **Select a Start Date** and **Select an End Date** options.



5. Select desired students by using the shift key, control key, and left mouse button. For all students, click the first student, hold down the shift key, and click the last student. This will highlight all students. For certain students, click the first desired student, hold the control key down, and click on each individual student.



6. Click **Submit**.

