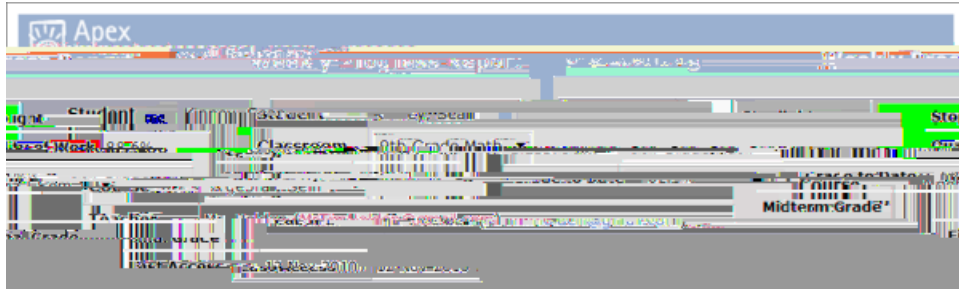


Introduction

A coach is a responsible adult such as a parent, guardian, or guidance counselor who helps an Apex Learning student stay on track and motivated.

Summary

At the top of the Detail Report is a summary snapshot of the course, similar to the summary view provided in the Weekly Progress report email.



Course Activity in the Week

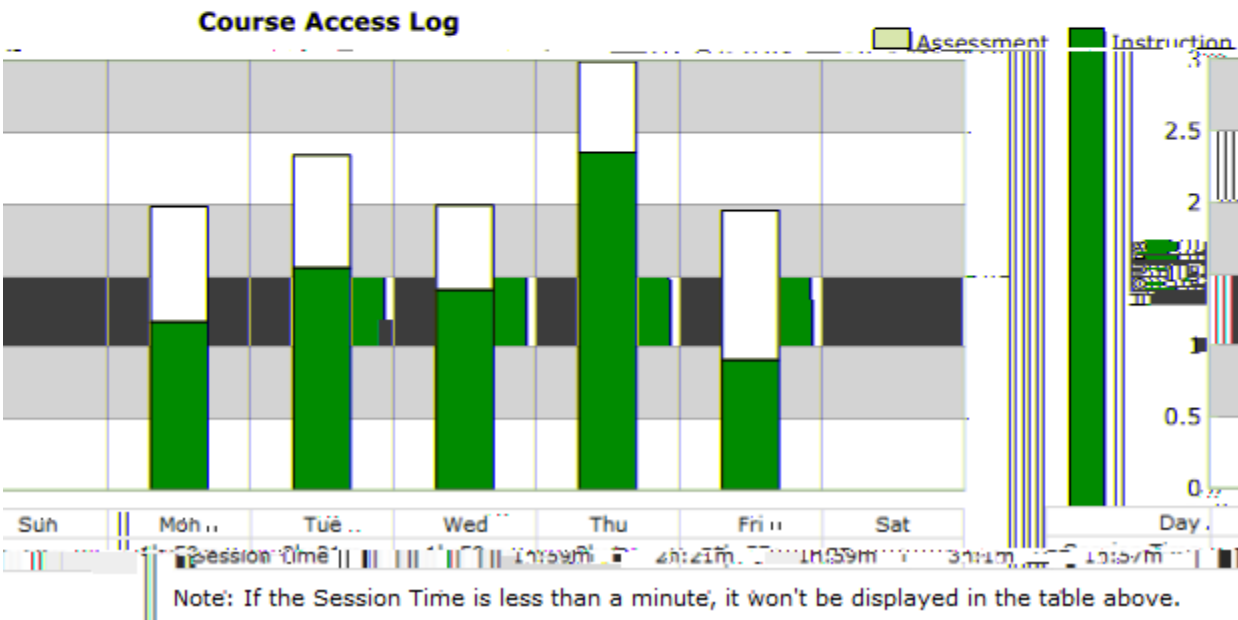
The Weekly Progress report begins on Sunday and ends on Saturday. The heading for this section displays the report week and a date picker (calendar icon) for selecting and viewing previous weeks.

Course Activity in the Week 17 Oct 2010 - 23 Oct 2010

Activities Completed

Activity	Due Date	Date Scored	Score	Time Spent
4.1.2 - Quiz: Assess Your Understa...		18 Oct 2010	8 (80%)	11.0 mins
4.1.4 - Quiz: Assess Your Understanding		18 Oct 2010	5 (50%)	5.4 mins
4.2.2 - Quiz: Assess Your Understa...		19 Oct 2010	7 (70%)	N/A
4.2.2 - Quiz: Assess Your Understanding		18 Oct 2010	5 (50%)	4.0 mins

1 2 3 4 5 > ... [Last >](#) Page 1 of 8 (37 items)



Activities Completed

This area lists the scored activities, such as quizzes and tests, which the student completed during the report week. Unscored activities, such as studies and reviews, are not listed here.

Due Date is the date an activity is due. If due dates are not used, then this column is blank.

Date Scored is the date the activity score was recorded. For computer-scored activities, this is the date the student completed the activity. For teacher-scored activities, it is the date the teacher entered a score into the Grade Book.

Score is the activity score expressed in points and as a percentage.

Time Spent applies only to computer-scored activities and is the total time the student spent completing the activity.

Course Access Log

This area displays session information for each day in the report week.

Duration

Is my student passing?

Summary > Course Average

summary view. Q
report date.

Detail > Activities Completed

If you want a closer look at individual activities, then click the Detail Report link and look at the Activities Completed section. This area displays the grade a student earned for each computer-scored activity completed during the report week.

Is my student active? How is my student spending his or her time?

Summary > Last Access

access a course several times per week, so Last Access dates are usually recent.

Detail > Activities Completed

A course is made up of many types of activities. The Activities Completed section lists the computer-scored activities a student completed during the report week. Typically you will see one or more activities listed here and, if the student remains on track, the number of activities will be fairly consistent from week to week.

Detail > Course Access Log

The Course Access Log shows which days a student accessed a given course and the length of the

Is my student being dishonest?

A student who is under-challenged and a student who is being dishonest can look very similar in the Weekly Progress report. For example, both may:

- Have consistently high scores.
- Complete computer-scored activities quickly (Detail > Activities Completed > Duration).
- Have short session durations (Detail > Course Access Log > X axis).

Apex Learning recommends that suspected academic dishonesty be discussed with the course teacher. Teachers have access to more detailed information about student progress and behavior than what is seen in the Weekly Progress report.

FAQs

To receive Weekly Progress reports, a school staff member must add your email address to the student's account profile. Students can see but cannot add or remove their coaches.

I have questions about a student's progress. Who do I contact?

The Weekly Progress report shows the name and email address of the course teacher. The teacher is the only person who can answer questions about a course and about a student's progress.

I did not receive a Weekly Progress report. Why?

Weekly Progress reports are emailed each Sunday at approximately 9:00 AM Pacific Time. There are four reasons you may not receive a student's report:

- The student has not accessed their course(s) in over 21 days. Students must sign in to Apex Learning and spend time in their courses for the Weekly Progress report to be sent.
- The student has completed all of their courses. Completed courses are only displayed for 21 days and are then removed.