Blackboard Lecture Report

The head of departments can view reports of virtual lectures provided in Blackboard Collaborate tool by following the steps below:

In the course page, click on the three-dots "..." next to Blackboard Collaborate.

Select View room report

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Blackboard Administrator		
Details & Actions	Course Content	
Roster View everyone in your course Re Course Groups Re Course and manage groups	کنٹر توسی (پنشار توسی) Due date: 10/24/20, 12:00 AM Time limit: 2 minutes این Solution (Stable to students	
Course is open Students can access this course IDI Blackboard Collaborate IDI Blackboard Collaborate	Set course room guest link	
置 Attendance Mark attendance 呵 Announcements inoted . Total	Edit course room settings Edit course room report View room report Manage all sessions	
Books & Tools <u>view course & institution tools Used to Banks Manage banks </u>	View all recordings	
 Student Preview Enter student preview mode 	iu └── ⊗ Visible to students	
	Assignment 2 Symbol Drawing	···· ~
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View Room Report: in this screen the Instructor will be able to view all scheduled sessions and their reports. You can also filter the sessions by date, upcoming sessions, and previous sessions



Click on the three-dots next to the course room or session

Then click on view reports

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Sessions Course General - Course Room Unicoded (exailable)	
Create Session	Filter by All Upcoming Sessions Q D Join Course Room
No scheduled sessions. Create Session	All Upcoming Sessions All Previous Sessions Sessions In Runge Anonymous dial in: +442033189610 PIN: 180 300 2201
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The Session attendance report provides an overview of when attendees joined and left sessions. It also gives you an idea of how long attendees were present in the session on average. If the instructor used the same sessions more than once "Course Room", there is a report for each time it was used.

Click on view report for more details. You can also print it out and export the report to Excel

								Filter by All R	eports 👻
tart time		End time	Attendees	Duration		Polls	Attendanc	e	
/18/21, 12:03 PM		2/18/21, 12:10 PM	1	00:06:37			View repor	t	
/15/21, 11:22 AM		2/15/21, 11:33 AM	1	00:10:48		th.	View repor	t	
/24/21, 11:52 AM		1/24/21, 12:51 PM	1	00:58:19		[4]	View repo	τ	
8/18/20. 2:24 PM Sension details Transfer, August 18, 2020 2:24 PM Arenders 1 Arenders 0:1340 Taols Taols Depart Report Export Seport Support Support COV Support Support 1 10:1340 Support Sup		8/18/20, 2:58 PM	1	00:33:46			View repor	t	
	×		< Course Gen	eral - Course Room Repo	rt				
	Session details								
	Tuesday, August 18, 2020 2:24 PM — 2:58 PM		Name	Role	Attendee Type	First join	Last leave	Total time	Joins
		Blackboard Administrator	Moderator	Integration	2:24 PM	2:58 PM	00:33:40	1	
	Tools	-							
	id:1be708e6d13449099a	bc807cad0d4379. instance:f904cc6b-c364-4259-b17							

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