



Kunskapsbas > Kom igång > Deltagares progress

Deltagares progress

Ester Andersson - 2024-07-15 - Kom igång

Det finns flera sätt att följa upp deltagarnas progress, och i den här artikeln kommer du lära dig alla!

Note

- [På fliken "Overview"](#)
- [På fliken "Participants"](#)
- [I en rapport](#)

På fliken "Overview"

På fliken "Overview" i projektmenyn hittar du följande information om deltagarnas progress:

- Antalet deltagare som har påbörjat kursen och är "In progress".
- Antalet deltagare som har slutfört kursen.
- Antalet deltagare som är "On track" och "Overdue".
- Antalet deltagare som ännu inte är inbjudna.
- Antalet deltagare vars inbjudningar returnerades.
- Antalet fel i projektet.

The screenshot shows the Learnifier course management interface. At the top, there is a navigation bar with the Learnifier logo and menu items: Dashboard, Projects, Users, Library, Reports, Automations, and Settings. A search bar and user profile (Demo) are also present. Below the navigation bar, a sub-menu includes Overview, Participants, Waitlist, Course Page, Events, Assignments, Details, Communications, Reports, and Settings. The main content area displays the course details for 'Introduction to Learnifier'. It includes a project title (ADMIN) and a course title (LEARNER), both with edit and star icons. The course is created and updated by 'Demo Ester' on 'Monday, May 29, 2023'. Action buttons for 'Edit course', 'Preview', 'Delete', and 'Copy' are available. A 'Participants' section shows 8 participants with a status of 'Ongoing'. It features three progress indicators: a red circle with '8' for 'Not Started', a green circle with '8' for 'On Track', and a green checkmark for 'Completed'. A legend below these indicators lists: 5 Not Started, 2 In Progress, 1 Completed, 8 On Track, 0 Overdue, 0 Not Invited, 0 Bounce Backs, and 0 Project Errors. Other sections include 'Awards' with an 'Attach' button, 'Next Course' with an 'Add Next Course' button, 'Discussions' with a 'Share your thoughts' prompt, and 'Project Team' with a message 'There are no team members in this project' and a chat icon.

På fliken "Participants"

Vill du ha mer detaljerad information om en deltagares progress?

1. Gå till fliken "Participants".
2. Du hittar en framstegsprocent bredvid deltagarnas namn till höger. Om du klickar på plustecknet till vänster om deras namn hittar du fler detaljer om deltagarens framsteg, såsom vilka moduler och aktiviteter de har slutfört och när detta slutfördes. Om du klickar på "Show details" kan du till och med se vilka delar i en specifik aktivitet de har genomfört.

Learnifier Dashboard Projects Users Library Reports Automations Settings Go To 🔍 📧 👤 Demo

OVERVIEW **PARTICIPANTS** WAITLIST COURSE PAGE EVENTS ASSIGNMENTS DETAILS COMMUNICATIONS REPORTS SETTINGS

Search participants Select members in group

Send Email... Send Text... Change Expiration Activate Add to group Move Re-enroll Remove

<input type="checkbox"/>	NAME	INVITED	LAST EMAIL	LAST SEEN	STATUS	AWARDS	CERT EXP	
<input type="checkbox"/>	Dajana Demo			less than a minute ago	In progress			🔌 Actions
<input type="checkbox"/>	David Demo			less than a minute ago	In progress			🔌 Actions
<input type="checkbox"/>	Demo Ester			less than a minute ago	In progress			🔌 Actions

Progress

Overview | Show details
7 of 33 completed

INTRODUCTION Activity/Quiz Completion

Activity	Time	Status	Completion
Welcome!	May 29, 2023, 10:18:13 AM	In progress	🔌
Tip from Erika	May 29, 2023, 10:18:14 AM	Completed	✅
Portals and roles	May 29, 2023, 10:18:15 AM	Completed	✅
The admin portal	May 29, 2023, 10:18:16 AM	Completed	✅
The instructor portal	May 29, 2023, 10:18:16 AM	Completed	✅
The learner portal	May 29, 2023, 10:18:17 AM	Completed	✅

I en rapport

Vill du se deltagarnas framsteg i en rapport istället?

1. Gå till fliken "Reports".
2. Klicka på rapporten "Project Status".

Learnifier Dashboard Projects Users Library Reports Automations Settings Go To 🔍 📧 👤 Demo

OVERVIEW PARTICIPANTS WAITLIST COURSE PAGE EVENTS ASSIGNMENTS DETAILS COMMUNICATIONS **REPORTS** SETTINGS

Introduction to Learnifier (ADMIN) ⭐

Introduction to Learnifier (LEARNER)

CREATED: Demo Ester Monday, May 29, 2023 UPDATED: Demo Ester Monday, May 29, 2023

Edit course Preview Delete Copy

Reports

Reports

These are the reports you can generate.
Live reports can be retrieved on-the-fly. Scheduled reports can take a while to process behind the scenes.

LIVE REPORTS

Project Status

SCHEDULED REPORTS

Detailed Project Status

GENERATED REPORTS

Tips: för att få en översikt med deltagarantal per status i alla aktiva projekt, gå till

huvudnavigeringsmenyn → Reports→ Project activity overview report.

The screenshot shows the Learnifier interface. At the top, there is a navigation bar with the Learnifier logo and menu items: Dashboard, Projects, Users, Library, Reports, Automations, and Settings. On the right side of the navigation bar, there are icons for 'Go To', search, notifications, chat, and a user profile labeled 'Demo'. Below the navigation bar, the main content area is titled 'Reports' and contains a breadcrumb trail: 'Reports / Project activity overview report'. Underneath, there is a section for the 'Project activity overview report' with a description: 'Reports an overview with participant count per status in all active projects'. Below this is a 'Downloads' section with a 'Download Excel' button. A search bar is present above a table. The table has the following data:

Project ID	Project	Participants	Activated	Accessed	Not attempted	Incomplete	Completed
2373	Customer Success Playbook	5	5	0	0	5	0
6412	Introduction course (EN)	1	0	0	0	0	0
8354	Introduction to Learnifier	9	9	3	5	3	1
3671	Introduction to Learnifier	20	20	9	9	7	4
3666	Introduction to Learnifier for learners	10	7	5	2	3	2
8189	Learnifier - A Style Guide	8	8	0	8	0	0
3667	Learnifier - A Style Guide	15	15	9	5	5	5
3668	Life at Learnifier	10	10	8	0	9	1
2155	Sustainability	1	1	0	1	0	0

Liknande innehåll

- [Inlämning av uppgift](#)