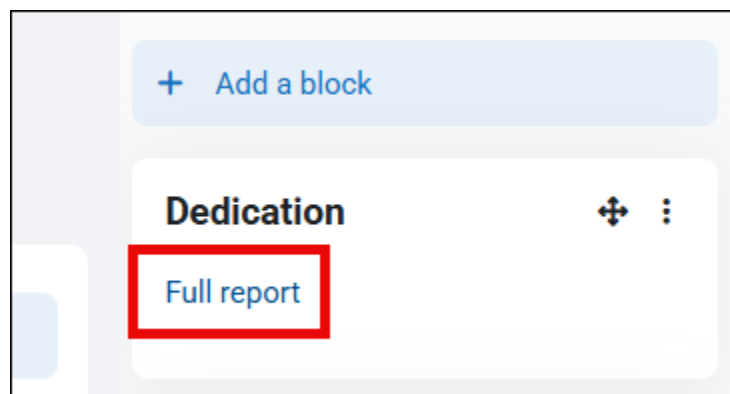
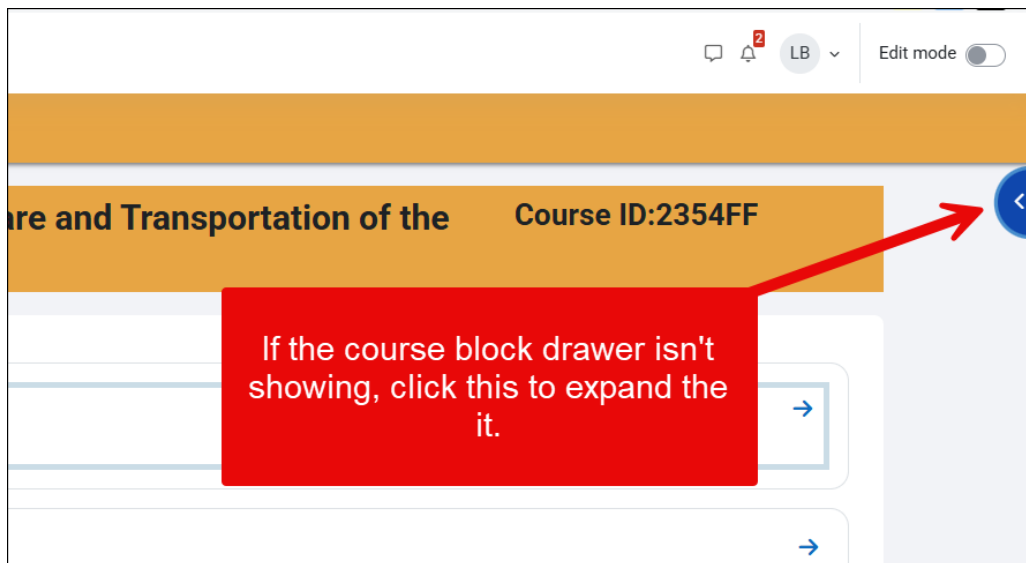


## How to Report Students' Online Course Activity Time

*This document provides instructions on how to track students' estimated course activity or engagement time. Engagement time is estimated by capturing the time between two or more consecutive clicks within a defined session of activity. Note, the Student Engagement report is limited to in-course activity only and does not account activity in external course tools or resources, such as the eBook, course media, or TestPrep.*

1. From the course homepage, click on the **Student engagement** button from the Course Blocks tab on the right side of the page. Note, this tab will need to be expanded to access the tool.




2. The report below displays an estimate of time spent in the course. The three dot icon to the right of the user's name will allow you to look up the session duration report (estimate time spent by day) and a record of their logs in the course.

### Time spent in course


Total of all time spent in course: 26 hours 15 mins  
Average time spent in course: 3 hours 16 mins  
Excludes sessions less than 2 mins  
Last updated: 27/06/25, 12:05

Filters

First name / Last name	Group	Session duration	
DR		1 hour 2 mins	
SC	Intro 101, First Group	36 mins	<ul style="list-style-type: none"><li>View session duration report</li><li>All logs</li></ul>
HB	Intro 101, First Group	46 mins	⋮
JB		20 hours 12 mins	⋮
MP		30 mins	⋮
DR		9 mins 16 secs	⋮

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3. Selecting **View session duration report** will provide more details on time spent by day.



DR

Course ID:2354FF

Message Add to contacts

Excludes sessions less than 2 mins

Filters


Session start	Session duration
Wednesday, 6 March 2024, 1:25 PM	40 mins
Friday, 25 April 2025, 10:29 AM	22 mins

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4. You may also download the results of your report at any time by selecting the **Download** button next to the **Download table data as** drop-down menu.

Excludes sessions less than 2 mins

Session start	Session duration
Wednesday, 6 March 2024, 1:25 PM	40 mins
Friday, 25 April 2025, 10:29 AM	22 mins

Download table data as Microsoft Excel (.xlsx) ▾ Download 

- Comma separated values (.csv)
- Microsoft Excel (.xlsx)**
- HTML table
- Javascript Object Notation (.json)
- OpenDocument (.ods)
- Portable Document Format (.pdf)

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