



[Kunskapsbas](#) > [Kom igång](#) > [Deltagares progress](#)

Deltagares progress

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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 course overview page for 'Introduction to Learnifier'. At the top, there is a navigation bar with 'Learnifier' logo and menu items: Dashboard, Projects, Users, Library, Reports, Automations, Settings. Below this is a sub-navigation bar: OVERVIEW, PARTICIPANTS, WAITLIST, COURSE PAGE, EVENTS, ASSIGNMENTS, DETAILS, COMMUNICATIONS, REPORTS, SETTINGS. The main content area includes:

- Course Information:** Project title (ADMIN) 'Introduction to Learnifier' and course title (LEARNER) 'Introduction to Learnifier'. It shows creation and update dates by 'Demo Ester' on May 29, 2023. Action buttons include 'Edit course', 'Preview', 'Delete', and 'Copy'.
- Participants:** A section titled '8 participants' with a status of 'Ongoing'. It features three donut charts: '8' (total), '8' (On Track), and a green checkmark. A legend below shows: 5 Not Started, 2 In Progress, 1 Completed, 8 On Track, 0 Overdue, 0 Not Invited, 0 Bounce Backs, and 0 Project Errors.
- Awards:** A section titled 'Awards' with a description and an 'Attach' button.
- Next Course:** A section titled 'Next Course' with a description and an 'Add Next Course' button.
- Discussions:** A section titled 'Discussions' with a 'Share your thoughts' input field.
- Project Team:** A section titled 'Project Team' with the text '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?

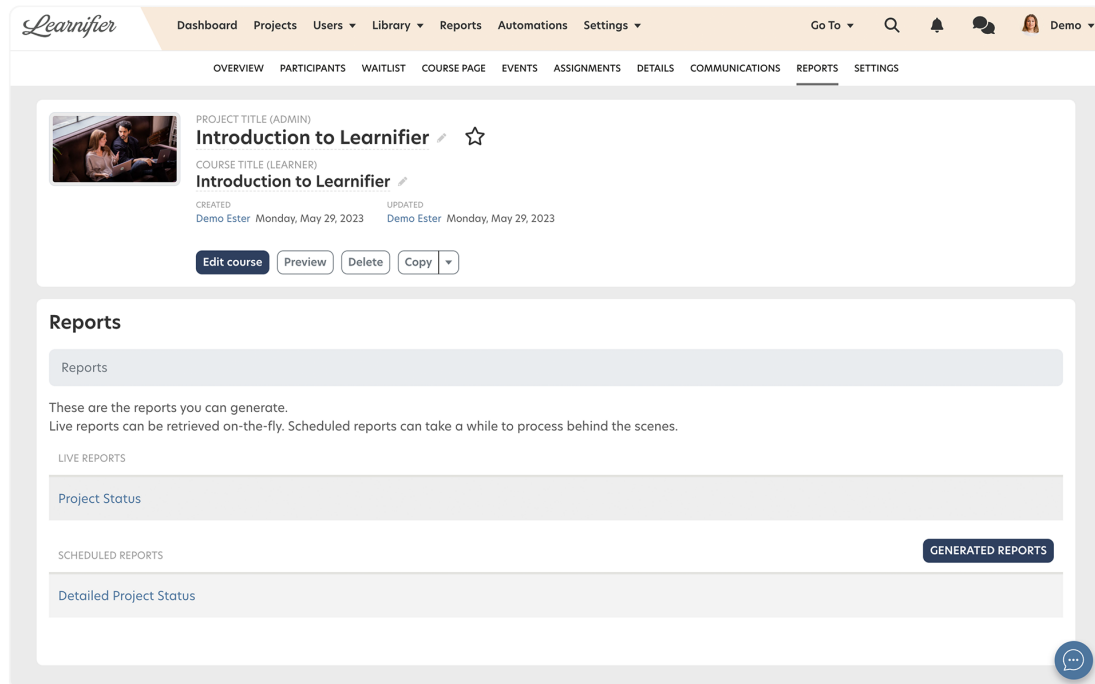
1. Gå till fliken "Participants".
2. Du hittar en framstegsprocent bredvid deltagarnas namn till höger. Om du klickar på plustecknet till vänster om deras namn hittar du fler detaljer om deltagarens framsteg, såsom vilka moduler och aktiviteter de har slutfört och när detta slutfördes. Om du klickar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

The screenshot shows the 'Participants' page in Learnifier. At the top, there is a search bar for participants and a dropdown to 'Select members in group'. Below this are action buttons: 'Send Email...', 'Send Text...', 'Change Expiration', 'Activate', 'Add to group', 'Move', 'Re-enroll', and 'Remove'. A table lists participants with columns for NAME, INVITED, LAST EMAIL, LAST SEEN, STATUS, AWARDS, and CERT EXP. The participants listed are Dajana Demo, David Demo, and Demo Ester, all with a status of 'In progress'. Below the table is a 'Progress' section with an 'Overview | Show details' link. It shows '7 of 33 completed' for the 'INTRODUCTION' module. A table lists activities with columns for the activity name, time, and completion status. The activities listed are 'Welcome!', 'Tip from Erika', 'Portals and roles', 'The admin portal', 'The instructor portal', and 'The learner portal', all with a completion status of 'Completed'.

I en rapport

Vill du se deltagarnas framsteg i en rapport istället?

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



The screenshot displays the Learnifier dashboard. 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 search, notifications, chat, and a user profile labeled 'Demo'. Below the navigation bar, a secondary menu highlights 'REPORTS' among other options like OVERVIEW, PARTICIPANTS, WAITLIST, COURSE PAGE, EVENTS, ASSIGNMENTS, DETAILS, and COMMUNICATIONS. The main content area shows a course card for 'Introduction to Learnifier'. The card includes a thumbnail image of two people, the project title (ADMIN) 'Introduction to Learnifier', and the course title (LEARNER) 'Introduction to Learnifier'. It also shows creation and update dates: 'CREATED Demo Ester Monday, May 29, 2023' and 'UPDATED Demo Ester Monday, May 29, 2023'. Action buttons for 'Edit course', 'Preview', 'Delete', and 'Copy' are visible. Below the course card, the 'Reports' section is active, showing a list of report types: 'Project Status' under 'LIVE REPORTS' and 'Detailed Project Status' under 'SCHEDULED REPORTS'. A 'GENERATED REPORTS' button is located on the right side of the report list. A blue circular icon with three dots is in the bottom right corner of the interface.

Tips: för att få en översikt med deltagarantal per status i alla aktiva projekt, gå till huvudnavigeringsmenyn → Reports → Project activity overview report.

Learnifier Dashboard Projects Users Library Reports Automations Settings Go To Search Notifications Help Section Demo

Reports

Reports / Project activity overview report

Project activity overview report

Reports an overview with participant count per status in all active projects

Downloads

[Download Excel](#)

Search ...

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](#)