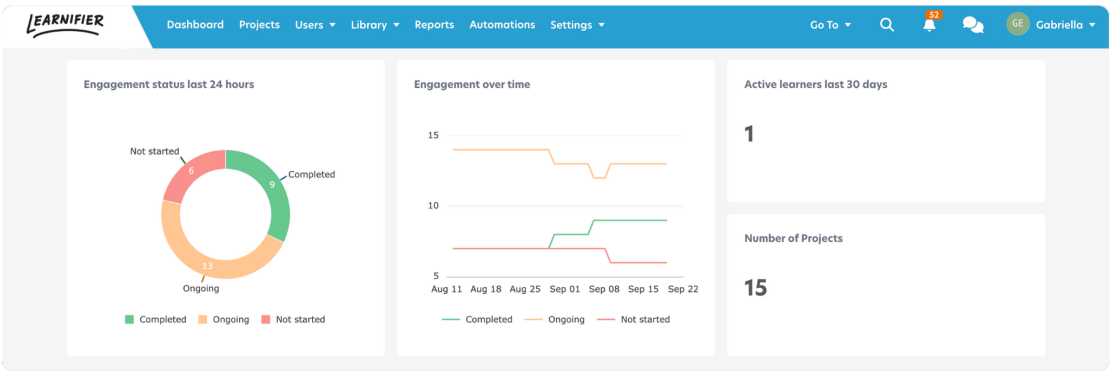
The Dashboard

Ester Andersson - 2024-10-18 - Tips & Tricks

The dashboard provides instant insights into learner activity, course completion, and engagement trends, eliminating the need to manually pull reports. If you manage multiple portals, you'll have a separate dashboard for each, giving you a clear overview of all your portals in one place.



Your dashboard offers several key insights to help you monitor and improve learner outcomes. Here's a breakdown of what you can track and how to use the data effectively:

1. Learner progress overview

In the learner progress section, you'll find an at-a-glance summary of where learners stand in their courses:

• Completed: Number of learners who have finished their courses.

• In Progress: Number of learners currently working on their courses.

• Not Started: Number of learners who have yet to begin.

This feature saves you time by providing real-time updates without the need to run detailed reports. It allows you to quickly assess the overall progress of learners across all your courses, so you can focus on where additional support or resources might be needed.

2. Progress trends over time

The progress trends graph sits at the center of your dashboard, giving you a visual overview of learner engagement over time. This is especially helpful when launching new courses or tracking long-term training programs. With this graph, you can:

• Monitor engagement patterns, seeing when and how learners are progressing.

• Identify areas that need attention, such as learners who are slow to complete courses or trends in inactivity.

• Spot positive engagement patterns, such as early course completions or high levels of activity.

By regularly reviewing these trends, you can take proactive steps to support learners and address any challenges they might be facing.

3. Active learners in the last 30 Days

On the right-hand side of the dashboard, you'll find data on active learners from the past 30 days. This feature allows you to keep a close eye on how many learners are engaging with your portal on a monthly basis. It's particularly useful for:

• Tracking engagement with new content, ensuring learners are interacting with recently added courses.

• Maintaining high participation rates by identifying any potential dips in activity.

• Re-engaging learners who may need extra motivation or encouragement to stay on track.

Having this information readily available helps you stay on top of learner engagement and take quick action to sustain participation.

4. Course development insights

For administrators who manage teams of course creators, the course development insights section offers a comprehensive view of your content production efforts. This feature tracks:

• The total number of courses developed and delivered through your portal.

• An overview of your team’s content creation efforts, which can be valuable when demonstrating the impact of your work to stakeholders.

By using the new dashboard, you’ll have everything you need to monitor learner progress, maintain engagement, and showcase the impact of your courses—all in one place!