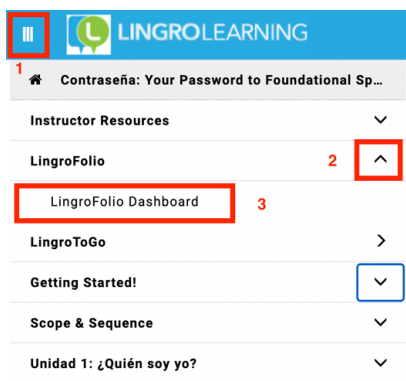


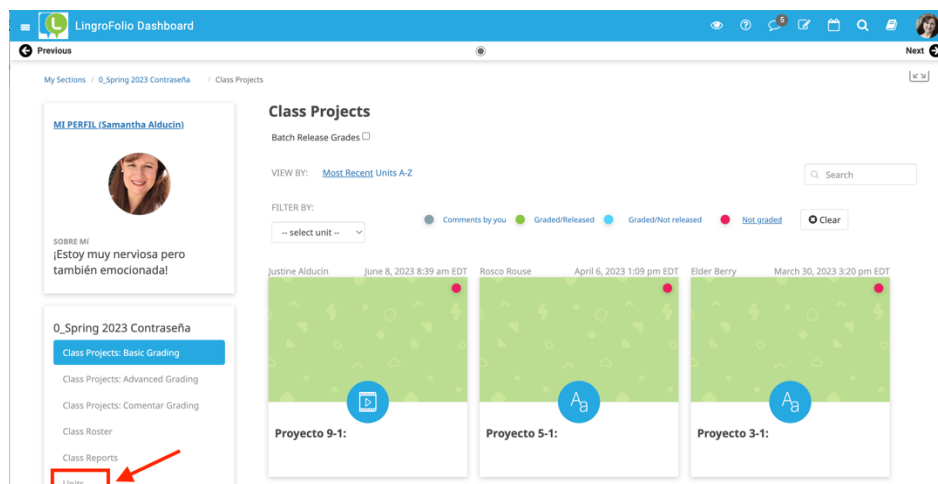
Instructor How-to Tutorial: LingroFolio: Reports

The LingroFolio Reports allow you to view metrics on the projects and comments posted by your students.

- Go to the MENU on the top left of the screen (1) and click on the drop-down arrow next to **LINGROFOLIO** (2). Then click on **LingroFolio Dashboard** (3).

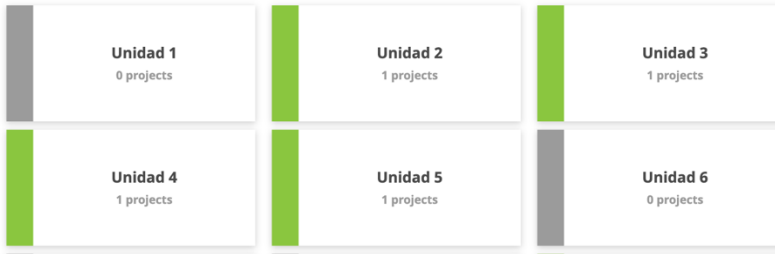


- To view the full set of reports, each LingroFolio project should be **made available**. Click on **Units** on the left menu. Then select the Unit and click on **Make project available**. You can also assign due dates, which will appear on the Student Dashboard.



Course Units

Displaying all units for Contraseña. Select a unit to view learning objectives and assign projects.



Projects

Proyecto 1-1

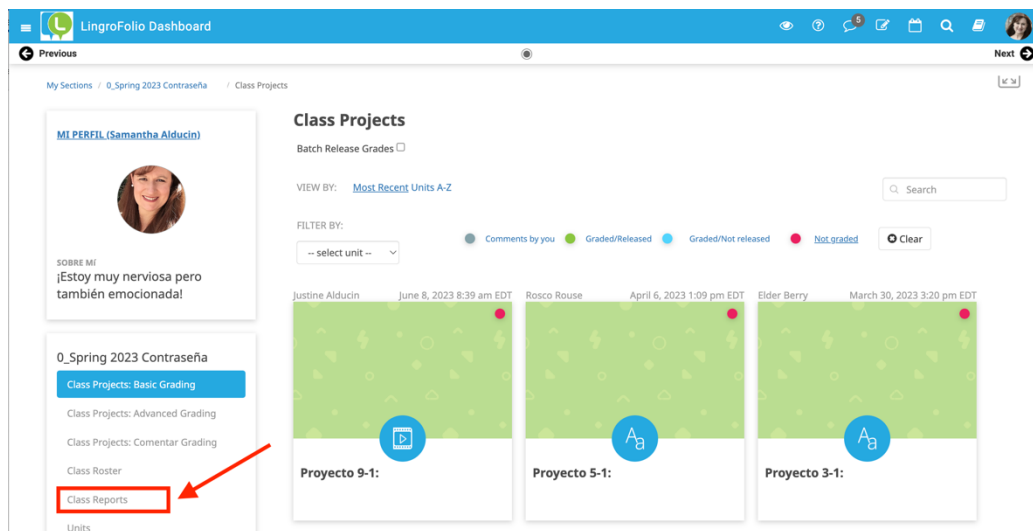
Make project available

Proyecto 1-1 Mi perfil. Complete your social profile on *LingroFolio*, using the information from *Pasos 1* and *2*. This profile will be seen by everyone in your class and

[Assign Proyecto 1-1](#)

Not yet assigned.

- To access the reports, go back to the LingroFolio Dashboard. Click on **CLASS REPORTS** on the left menu.



Class Reports

- Quick Stats
- Project Gradebook
- Number of Comments Made by Student
- All Project Scores
- Student Comments by Project
- Comment Interactions
- Project Interactions
- Student Comments Word Cloud
- All Comments Word Cloud & Word Tree

4. The most frequently used and key report is the “**Project gradebook**”, which offers a big picture status by student. This report shows which projects have been submitted, not started, not graded, etc... This report or view is the same as Class Projects: Advanced Grading.

Student	Proyecto 1-1	Proyecto 2-1	Proyecto 3-1	Proyecto 4-1	Proyecto 5-1	Proyecto 6-1	Proyecto 7-1	Proyecto 8-1
	Unidad 1	Unidad 2	Unidad 3	Unidad 4	Unidad 5	Unidad 6	Unidad 7	Unidad 8
Rahel Rahel	Not started	Not started	Not started	Not started	Not started	Not started	Not started	Not started
James James	Not started	Not started	Not started	Not started	Not started	Not started	Not started	Not started
Ethan Ethan	Not started	Not started	Not started	Not started	Not started	Not started	Not started	Not started
Brittany Brittany	Not started	Not started	Not started	Not started	Not started	Not started	Not started	Not started

5. Another useful report is the “**Number of comments made by student**”. This report is the same as Class projects: Comentar Grading.

Student	Proyecto 1-1	Proyecto 2-1	Proyecto 3-1	Proyecto 4-1	Proyecto 5-1	Proyecto 6-1	Proyecto 7-1	Proyecto 8-1	Proyecto 9-1	Proy 10-1
	Unidad 1 [grade / 100]	Unidad 2 [grade / 100]	Unidad 3 [grade / 100]	Unidad 4 [grade / 100]	Unidad 5 [grade / 100]	Unidad 6 [grade / 100]	Unidad 7 [grade / 100]	Unidad 8 [grade / 100]	Unidad 9 [grade / 100]	Unid [grad
Alducin, Justine	4 [90/100]	3 [80/100]	3 [90/100]	5 [50/100]	1 [100/100]	2	-	-	-	
Berry, Elder	-	-	-	-	-	3 [100/100]	-	-	-	
Debow, Milo	1	1	-	-	1	2	-	-	-	
Garcia, Marife	4 [90/100]	1	1	2	1	5 [100/100]	-	-	-	
Jiménez, Cari	1 [0/100]	2 [90/100]	2	2	2	4	-	-	-	
Lingrostudent, Adriana	-	-	-	-	-	-	-	-	-	
Ma, Yo-Yo	3 [100/100]	1	2 [80/100]	1	1	-	-	-	-	
Monet, Claude	1	1	2 [100/100]	2	1	-	-	-	-	
Podeszedilk, Amanda	1	[0/100]	1	-	1	2	-	-	-	