

Quick-Start Guide

Analytics for Students

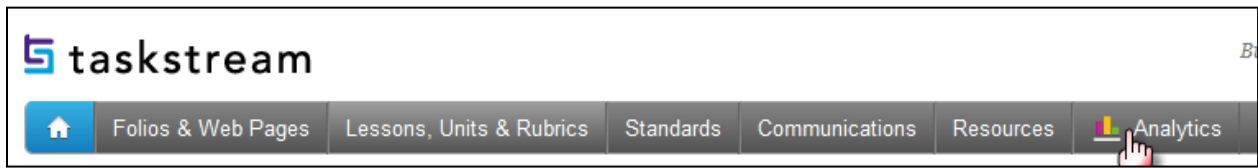


Accessing Your Student Dashboard

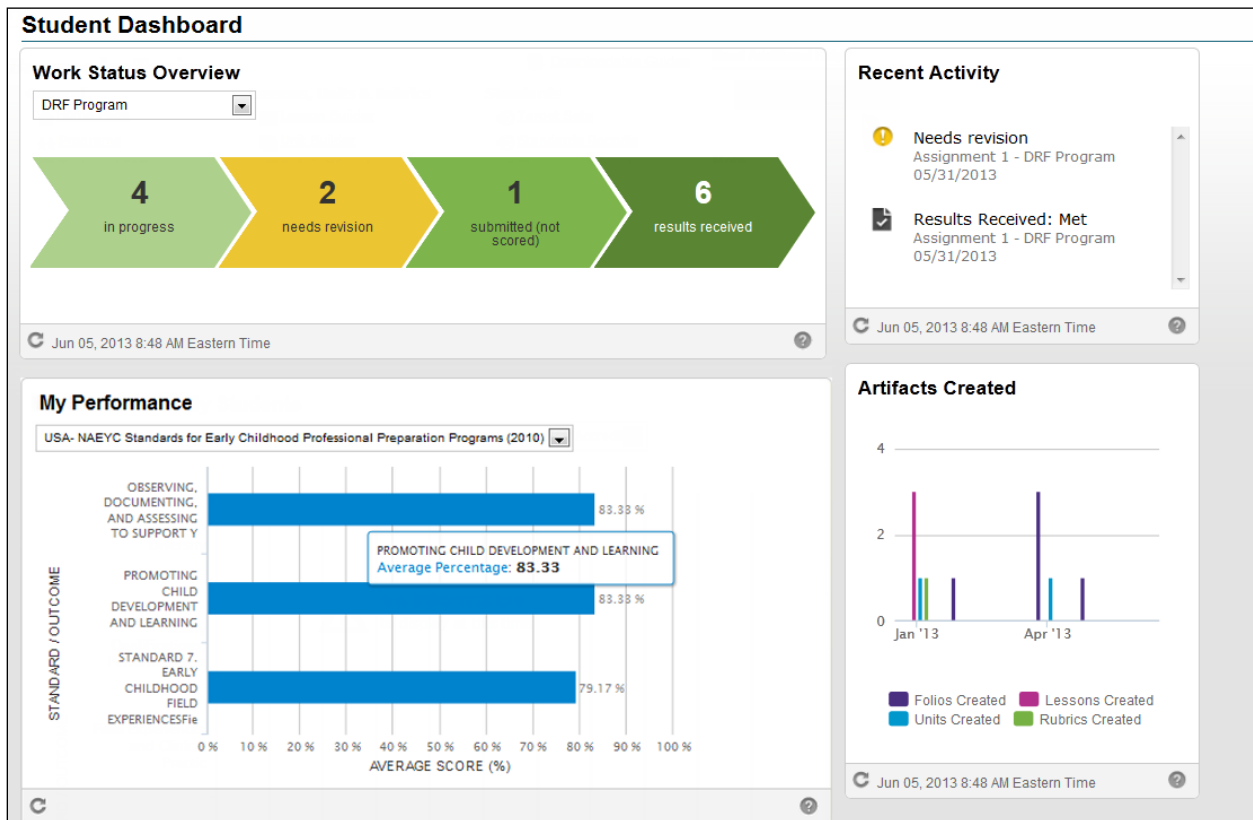
Taskstream includes dashboards to help users gain more insight into the work they are doing within the Taskstream platform.

 If your institution has chosen to disable this feature, it will be unavailable in the navigation bar.

To access dashboards available to you, click the Analytics button at the top right of the screen.



The Student Dashboard will be available to any users who are identified as a student within the system.



 Your institution's preferences will determine which widgets are available within your dashboard.

About Your Student Dashboard Widgets

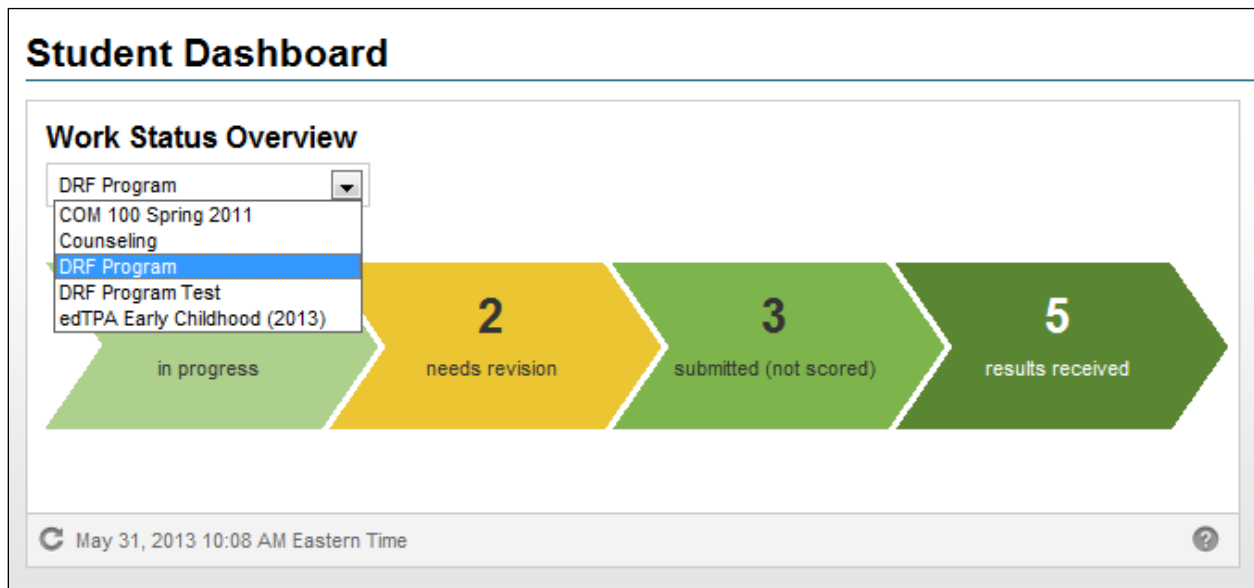
My Work Status Overview

The Work Status Overview displays the following information for each active program in which you are enrolled:

- Number of requirements or categories that have the “In Progress” status.
- Number of requirements or categories that have the “Needs Revision” status.
- Number of requirements or categories that have been submitted but have not yet been scored.
- Number of all requirements or categories that have received a score.

Each of these four statuses are represented by a chevron. If you do not have any work in a particular status, the corresponding chevron will be gray.

At the top of the widget, there will be a drop-down menu. Click the drop-down menu to include all active programs or one specific program in which you are enrolled.

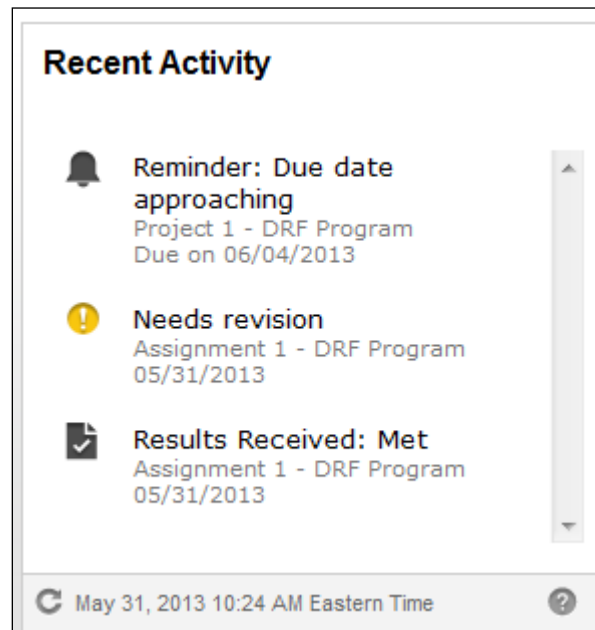


My Recent Activity

The recent activity widget provides a single place to view the most recent activity with the programs in which you are enrolled. It will display a rolling two weeks' worth of activity. You can click the Refresh button (circular arrow) on the bottom left corner to update the activity.

Examples of activity included in this widget:

- Due date reminders
- Notifications of work needing revision
- Score/Results Received
- Feedback from Reviewers



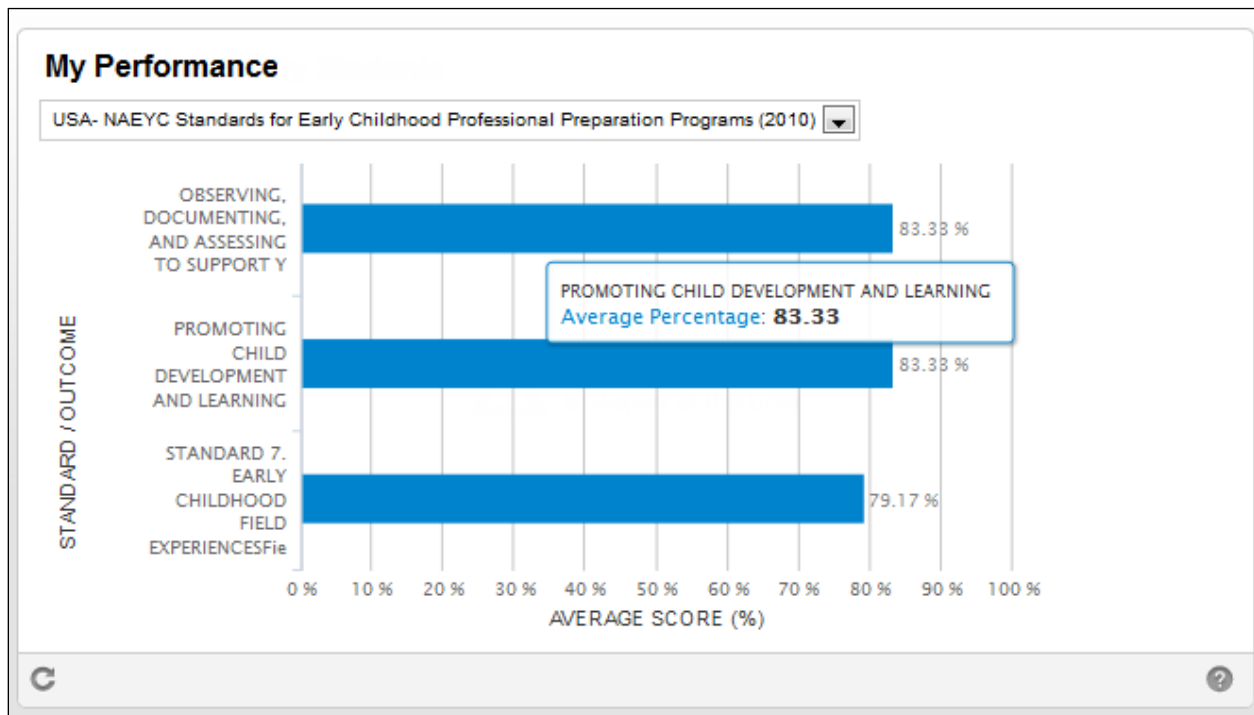
My Performance

The My Performance widget provides a way to view your performance on specific sets of standards/outcomes currently being measured within rubrics. The student performance measures come from scores of rubric criteria which are tagged by the school with standards/outcomes. The average of these rubric scores is what is displayed in the chart.

The x-axis of this chart represents the average performance percentage for each specific standard/outcome indicated within the y-axis.

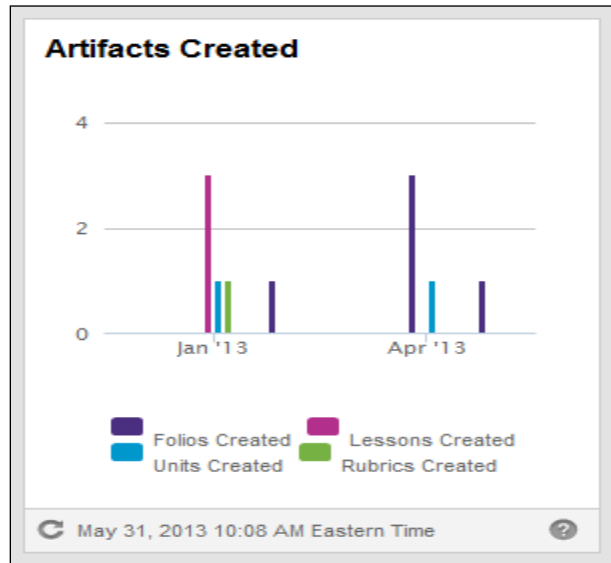
The chart will default to display the first standard set listed in the drop-down menu (alphabetical order).

Click the drop-down menu to select a standard set and load the respective data.

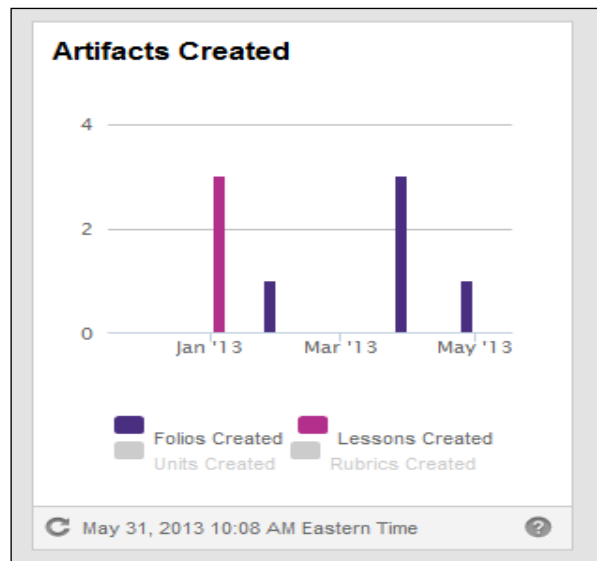


My Artifacts Created

The Artifacts Created chart displays the total number of Taskstream artifacts that have been created in a given month for the past 6 months. Items in this chart can include folios, lessons, units and rubrics. Users who do not create Lessons, Units or Rubrics within Taskstream can remove those items from the chart by deselecting the corresponding legend entries.



To deselect an item, click the corresponding artifact. For example, if you do not want to include Rubrics or Units, you can select the title and it will not appear on the chart.



If you have additional questions or comments, please do not hesitate to contact Mentoring Services at help@taskstream.com or at 800-311-5656, press 1 for support.