

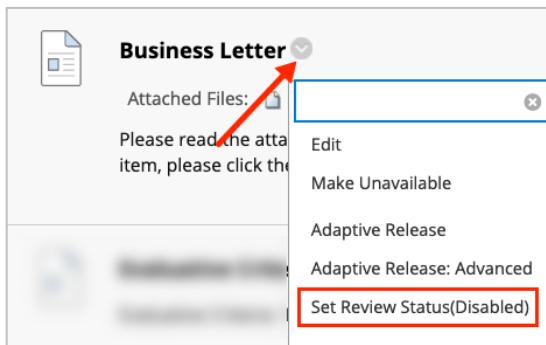
SETTING REVIEW STATUS

Setting review status allows instructors to indicate specific content items they want students to acknowledge that they have reviewed. This feature can be enabled for a particular item that students should access. Review Status details are visible through User Progress or the Performance Dashboard.

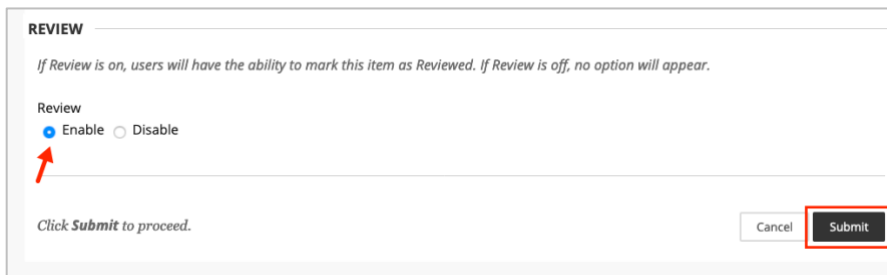
Instructions

Setting Review Status

1. Navigate to an item in ulearn. Click the arrow to the right of its name and select **Set Review Status**.



2. Select **Enable** to allow Review Status and click **Submit**.



3. Students will see Mark Reviewed below the item.

SETTING REVIEW STATUS

Business Letter

Attached Files: **business_letter.docx** (34.688 KB)

Please read the attached sample "Business Letter". Follow the format when creating your own. To show me that you've reviewed this item, please click the "Mark Reviewed" button below.

Note:

When using this feature, include instructions that the students should click "Marked Reviewed" on enabled items.

Review details through User Progress

1. Navigate to the item that has Review Status enabled. Click the arrow to the right of its name and select **User Progress**.

Business Letter

Enabled: Review

Attached Files:

Please read the attached "Mark Reviewed" button

- Edit
- Make Unavailable
- Adaptive Release
- Adaptive Release: Advanced
- Set Review Status(Enabled)
- Metadata
- Statistics Tracking (On/Off)
- User Progress

2. Items reviewed by a student will have a check mark in the Reviewed Column.

User Progress

The visibility and review status of content items for a specific user are displayed in the table below. [More Help](#)

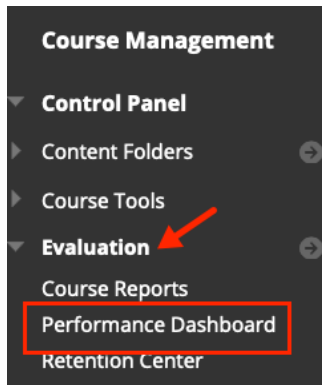
| LAST NAME | FIRST NAME | USERNAME | COURSE ROLE | VISIBILITY | REVIEWED | DATE REVIEWED |
|-----------|------------|------------|-------------|------------|-------------------------------------|-------------------------|
| Student | DD | dd_student | Student | | <input checked="" type="checkbox"/> | Sep 17, 2021 2:58:49 PM |
| Student | Joe | train1 | Student | | <input type="checkbox"/> | |
| Student | Mary | train2 | Student | | <input type="checkbox"/> | |
| 3 | train | train3 | Student | | <input type="checkbox"/> | |
| 4 | train | train4 | Student | | <input type="checkbox"/> | |
| 5 | train | train5 | Student | | <input type="checkbox"/> | |
| 6 | train | train6 | Student | | <input type="checkbox"/> | |

Displaying 1 to 8 of 8 Items Show All Edit Paging...

SETTING REVIEW STATUS

Review details through Performance Dashboard



1. Click **Evaluation** on the left menu. Select **Performance Dashboard**.



2. Under the Review Status column, click on **the number** next to a student's name.

| LAST NAME | FIRST NAME | USERNAME | ROLE | LAST COURSE ACCESS | DAYS SINCE LAST COURSE ACCESS | REVIEW STATUS ▾ |
|-----------|------------|------------|---------|-------------------------|-------------------------------|-----------------|
| Student | DD | dd_student | Student | Sep 17, 2021 2:59:32 PM | 0 | 1 |
| Student | Joe | train1 | Student | Never | Never | 0 |
| Student | Mary | train2 | Student | Never | Never | 0 |

3. The Review Status for all enabled items in the course is shown for the selected student.

| Review Status: DD Student | | |
|--|---|---------------|
| <i>The list below contains content items with the visibility status as well as review status for items that have Review turned on.</i> | | |
| CONTENT ITEM | VISIBILITY | REVIEW STATUS |
| /Syllabus & Course Info/Business Letter |  | Reviewed |
| /Syllabus & Course Info/Memoir Sample |  | Not Reviewed |