

Viewing Statistics for Individual Items in Blackboard

Statistics can be generated for individual items and external links in your course. This tool is especially helpful when you want to gather statistics on which items students are regularly accessing. When adding an item in your Blackboard course, check “yes” to Track Number of Views.

STANDARD OPTIONS

Permit Users to View this Content Yes No

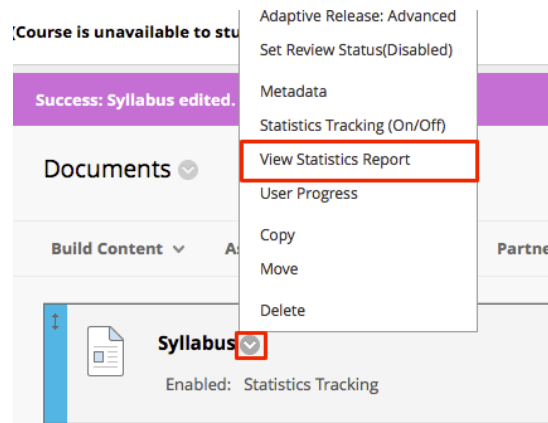
Track Number of Views Yes No

Select Date and Time Restrictions

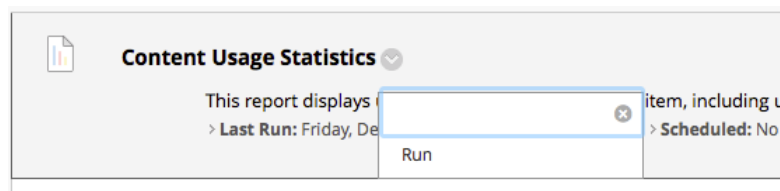
Display After
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

To retrieve statistics on the item, navigate to the content area where it is located. Hover your mouse next to the name of the item and click the drop down arrow and select **View Statistics Report**.



Hover your mouse next to **Content Usage Statistics** and click the drop down arrow, then select Run.



You will be asked to select your report format type (pdf, word, excel, html) then highlight all the names (select the first name, hold down the shift key and select the last name to do a group of names), chose specific dates and click submit.

Run Reports

* Indicates a required field.

REPORT INFORMATION

Name	Content Usage Statistics
Description	This report displays usage statistics for one content item, including user activity for the date, the day of the week, and the hour of the day.
Elapsed Time of Last Run	12.562 seconds

REPORT SPECIFICATIONS

All report types will open in a new browser window upon Submit.

Select Format: PDF
Charts will not display in Excel format. Run reports in HTML or PDF format if charts are required.

* Select a Start Date: 04/17/2017
Enter dates as mm/dd/yyyy

* Select an End Date: 04/18/2017
Enter dates as mm/dd/yyyy

Select Users: Mennenga, Anna (mennenan.sup)
Mennenga_PreviewUser, Anna (mennenan.sup_previewuser)

Click **Submit** to run this report. Click **Cancel** to quit.

A report will then be generated based on your criteria. It will include Access/Date, Access/Hours of the Day, and Access Day of the Week.