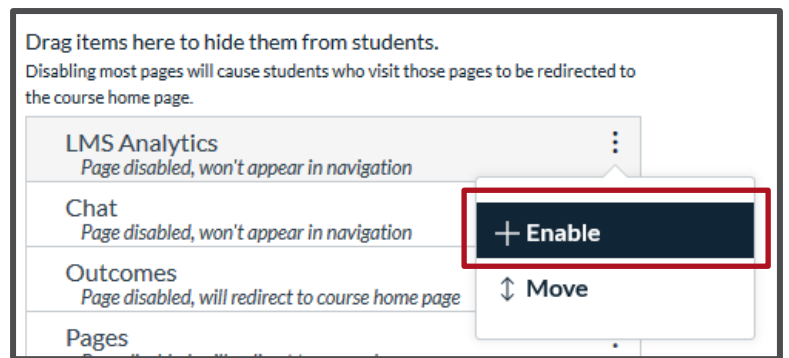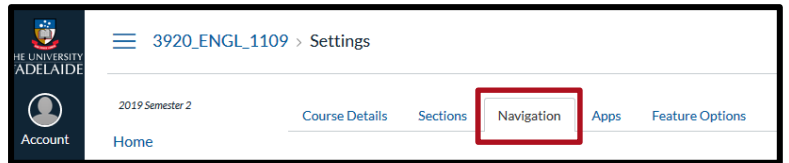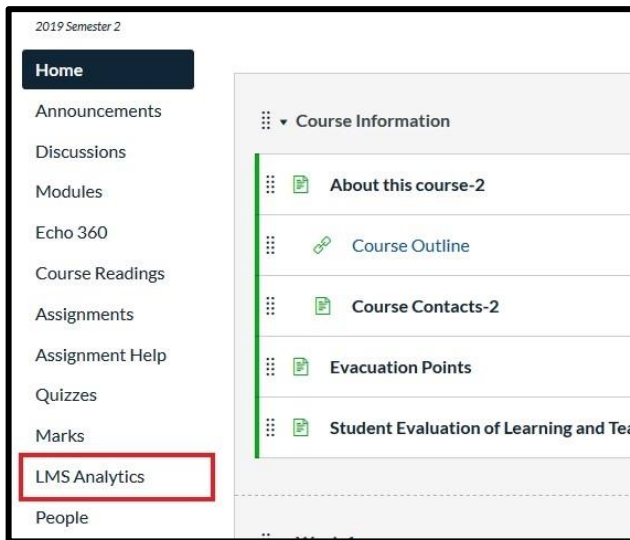# Accessing the Detailed Course Report

The Detailed Course Report is now available for all courses in MyUni, providing teaching staff with an overview of student demographics and previous results.

1. Go to LMS Analytics

From your course homepage, click on the LMS Analytics menu item.

If the LMS Analytics menu item is not available, you may need to activate it by going to the Settings menu item, clicking on the navigation tab and selecting the LMS Analytics item from the disabled items section. Select 'Enable' on the dropdown that appears and then click save at the bottom of the page

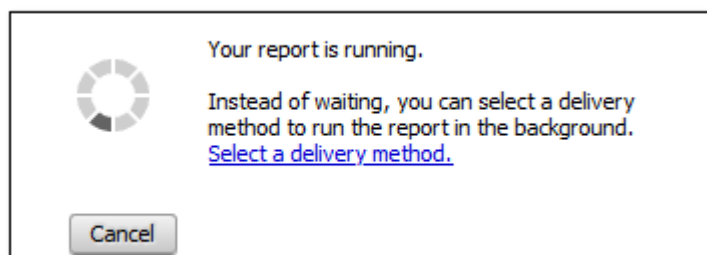## 2. Click on the Detailed Course Report tab

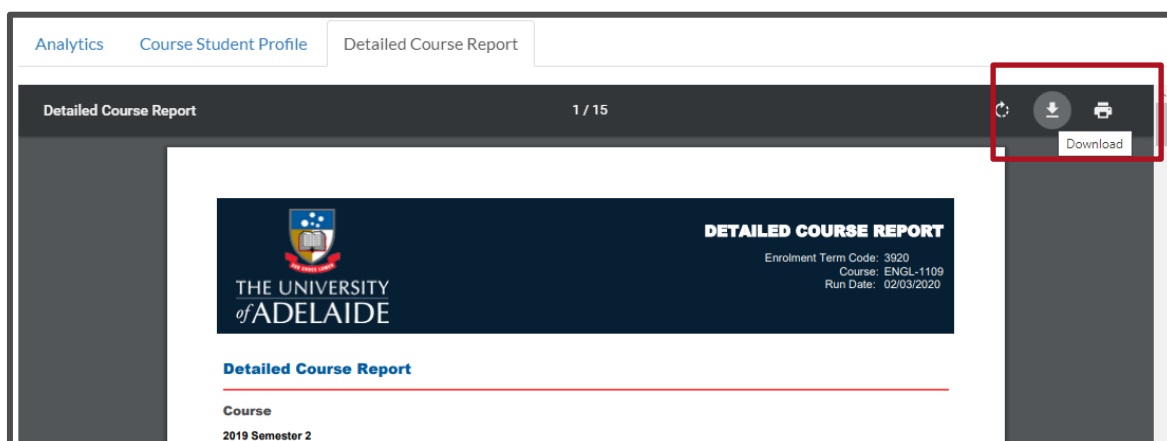| Course Element	Title	Views	Participations	Students who have viewed	Students who have not viewed	Students who have participated
Home	Course Home	14892	0	145	0	0
Assignments	Course Assignments	3888	0	143	2	0
Modules	Course Modules	3012	0	143	2	0

3. Enter your username and password

You may be asked to enter your username (A number) and password. Enter these details and click okay. The report will begin to run. Depending on the size of the course, this may take a few minutes.
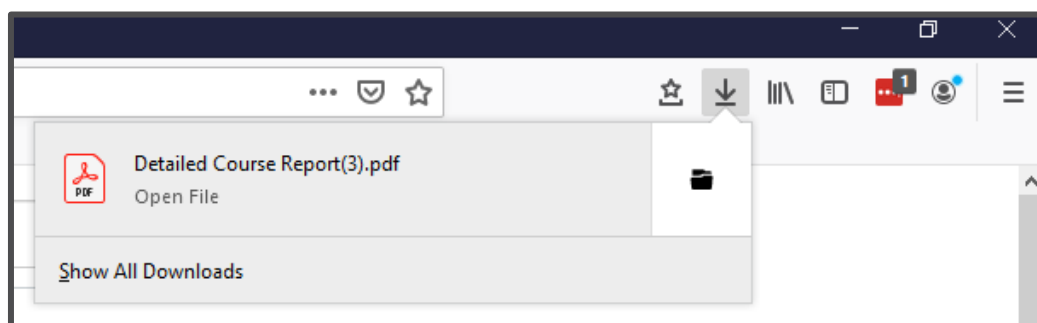

4. Viewing the report

Depending on your browser settings, the report will generate in different ways. It may appear on screen, allowing you to download it (via right click or as shown below). You may instead be prompted to save/open the report, or the report may open automatically in another tab/window.

The report may not generate on the page, instead downloading directly to your downloads folder.

5. Using the report

An interpretation guide for the report is available here. If you would like to discuss any of the data within the report, please contact the Learning Analytics team at learn_analytics@adelaide.edu.au. More in-depth versions of the report and other engagement reports are available upon request.

Troubleshooting

Receiving an error message when accessing the report? Try the following:

1. Ensure you are connected to the VPN if working remotely

Generating the Detailed Course Report requires access to the University Network. If you are working remotely, you will need to log in remotely via the University VPN. Details for logging in via VPN can be found here.

2. Try using a different internet browser or clearing your cache

The issue may be browser specific – try an alternative browser (Chrome, Firefox, Safari, Edge). Alternatively, you may need to clear your cache. Instructions for doing so for all browsers can be found via this website.

3. Use Incognito or private modes with your browser

If a different browser or clearing the cache does not resolve the problem try accessing the report using Incognito or Private mode on your browser. Instructions for the most commonly used browsers can be found below.

- Chrome
- Internet Explorer
- Safari

4. Stay on the Detailed Course Report tab when report is generating

Do not navigate away from the Detailed Course Report tab within MyUni while the report is running. This will stop the report from generating. (You can still access other pages in another browser tab/window.