

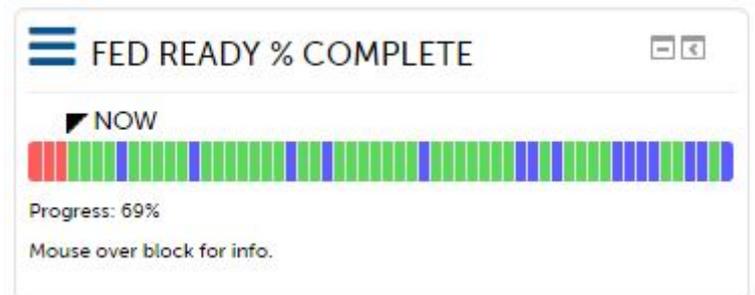
## The Progress Bar

The progress bar is a new tool (plugin) integrated into the Federation University Moodle environment as part of the completion tracking suite. The visual nature of this element can assist students with their time management and course completion. By providing proximal learning analytics within Moodle, staff can identify 'at risk' students without the need to generate reports or access other systems.

### Student time management

The image to the right shows the block image that a student could view within their Moodle.

Whilst all tasks in a course may be included in completion tracking the staff member may choose which specific elements will be included in the progress bar.



Each Moodle task which has been selected by the course coordinator to be included in the progress bar is shown as one of three colours.

- Blue is the neutral colour for tasks which are not yet due for completion.
- Green shows tasks which are complete.
- Red shows tasks which are deemed to be overdue.

Research by Moodle developers (de Raadt & Dekeyser, 2009) has found that students enjoy the obvious indication of their progress through the course and are motivated to see the entire bar in a state of green/completion. Features shown in this block can be customised for individual courses.

- **Title.** This will default to 'Progress Bar' but can hold any text that suits the given course. In this case the author has chosen to make the progress bar's intent as clear as possible to students.
- **NOW.** The black triangle and 'now' marker can be turned on or off. It indicates where the student should expect to be up to at any given time.
- **Progress %.** This is a percentage of the tasks included in the Progress Bar. It does not provide weighting for tasks which may take variable levels of effort to complete. As such it may not be an accurate indicator for all courses and can be turned off.
- **Mouse over ...** As the student's mouse pointer moves over the progress bar the individual tasks are identified. If the student selects the identified task they are taken directly to that task in Moodle.

de Raadt, M. & Dekeyser, S. (2009). A simple time-management tool for students' online learning activities. In *Same places, different spaces. Proceedings ascilite Auckland 2009*. <http://www.ascilite.org.au/conferences/auckland09/procs/deraadt.pdf>

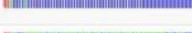
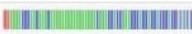
## At Risk students

Staff members can view a list of all of their students to examine their level of interaction with, and progress in completing the course. Red bars quickly identify students who have fallen behind and may be at risk of failing to successfully complete the course. For the red flagged data to be useful staff should carefully set the dates when they expect students to complete tasks. This is essential in warning students that they are falling behind and in providing staff with useful analysis of the student cohort's and individual engagement to the course content.

It is possible to set checkpoints into a course for staff to use as calls to action for students. For example, if the course description is set as a downloadable document and completion tracking is attached to that file then the staff member can go into the first lecture with a clear indication of who has and has not at least downloaded the course description (and hopefully read it!).

### Overview of students

Separate groups  Role

First name / Surname	Last in course	Progress Bar	Progress
	Tuesday, 10 March 2015, 1:02 PM		92%
	Tuesday, 3 February 2015, 4:22 PM		75%
	Wednesday, 14 January 2015, 8:41 PM		3%
	Saturday, 7 March 2015, 4:29 PM		72%
	Wednesday, 21 January 2015, 4:03 PM		43%
	Thursday, 29 January 2015, 11:20 AM		52%
	Friday, 30 January 2015, 1:57 PM		56%

## Course Completion

Where it is important to provide evidence that a student has completed compulsory tasks within Moodle it is possible to use completion tracking to provide a record of student engagement. This is separate from the gradebook and as such does not have to be assessment related. Tasks can be deemed complete by viewing them, attempting them or receiving a certain grade.

## Proximal Analytics

In response to the requirements of the BOLD (Blended On-Line Digital) learning and teaching plan, and the Student Retention and Success working group, CLIPP identified the progress bar as providing real time learning analytics relating to the engagement of individual students to their online course requirements. Staff can gain immediate feedback regarding their students and can include this process as part of the pedagogy in their course design. The proximity and ease of use of the analytics makes it easy for teachers and students to monitor progress.

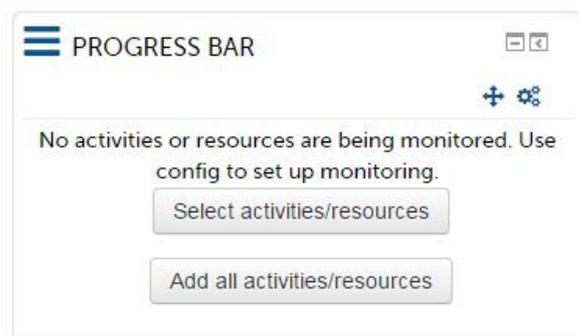
It is possible to include more than one Progress bar for a course, with different tasks included in each bar. This allows the designer to create progress reports in layers to support students in their goal setting.

## How to set up and load the progress bar

The progress bar is a block which sits in the side bar of the Moodle screen. It is loaded through a different process to normal course content. Other blocks that you will see on the screen include the navigation block and the administration block.

### Load the block

1. Go to your course.
2. Turn editing on.
3. Scroll down to find the block which is labelled "Add block".
4. Select 'add' then scroll down to Progress Bar and select it.
5. A new block will now be included on the page which looks like the one to the right.



## Setting the variables

Select the cog icon at the top of the block.

1. **Alternate Title.** If you place text here it will replace the words 'Progress Bar' in the heading of the block. The block size is limited so it is important that your text is appropriately chosen for clarity and limited length.
2. **Use icons.** Turning this on will show icons regarding completion for each task as the mouse moves over the bar. This can add to clarity if the student is colour blind or there are many tasks and the student is trying to determine which one is overdue (ie. When they mouse over the bar and see the cross they know they are over the red task and not one of the green tasks to either side which had ticks!)
3. **Order Bar items.** The options are by date and by course order. The course order option is useful if the course is self-paced but if students are working to a weekly task schedule then the 'expected by date/time' selection is recommended.
4. **Use Now.** This turns the Now pointer on or off.
5. **Show %.** Turn on or off. (Remember this is the percentage of tasks not the percentage of the course work.)
6. **Visible to group.** Ignore this unless you are using groups within your course.

### ▼ Block settings

Alternate title 

Use icons in bar   

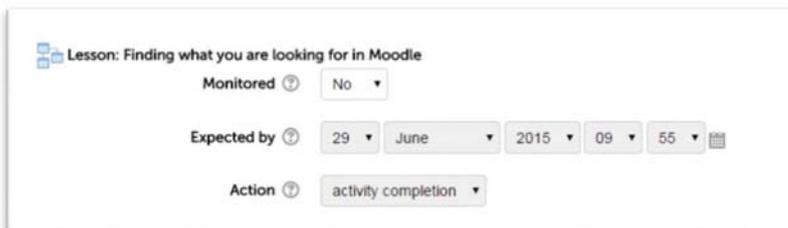
Order bar items by  "Expected by" date-time

Use  NOW 

Show percentage to students 

Visible only to group 

## Formatting the task



Lesson: Finding what you are looking for in Moodle

Monitored 

Expected by  29  June  2015  09  55

Action 

All of the tasks which are included in the course are listed directly after the variables above. Add specific tasks to your progress bar here.

1. **Monitored.** If yes the task is included in the progress bar.
2. **Expected by.** This is the date and time at which the task will turn red in the progress bar to indicate that it is overdue. There is no fast rule for when this should be set though for assessment tasks there is likely to be an exact time. Other times may be set as checkpoints as explained above or may be warnings for tasks that really should have been completed at an earlier time (the previous day/ week etc)
3. **Action.** This is the terms by which the progress bar will deem the task completed and turn it to green. Assessment tasks can be completed based on submission, assessment or grading. There is also the option 'activity completion' which relates to completion tracking if turned on within the course. Files and books can be completed after they have been viewed and quizzes may have a required pass grade to be considered complete. If you are designing a course it is recommended to test which progress bar parameters are available for the task you wish to set in Moodle.

## Placing the block on the page

After you have completed choosing the tasks to be monitored by the progress bar you have the option to determine where the block will appear on the page.



On this page

Visible: Yes

Region: Right

Weight: -10 (first)

The parameters shown to the left place the block at the very top of the right side bar. The position is determined by the weight number -10 to 10. -10 is top priority and will be first.

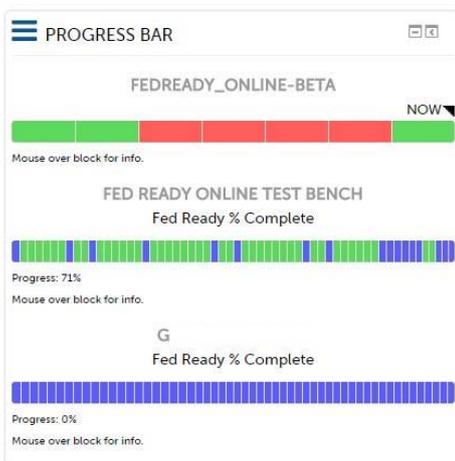
If you place the block on the left side it will compete for top position with the navigation block which will take priority no matter what weight you allocate to the progress bar.

## My Home Summary

(For students)

If you have several courses with progress bars it is possible to add these to your home page to keep an eye on how your studies are progressing. Simply go to your My Home screen and select the customise screen button. Find the Add Blocks box and select from the menu 'Progress Bar'.

All of your progress bars will appear as a single block on your My Home page.



***It may be possible for this to be pushed onto all My Home pages by default by admin.***

***This may prove to be a benefit as the block will only appear for students who have progress bars in their courses.***