



Understanding Reports in Methodize

Methodize keeps track of everything students do, and its reporting tools make it easy for you to look at a group of students and see the work they have done while also allowing you to drill down to more comprehensively see an individual student's results.

To begin, go to your dashboard, and click the class that you want to view.

Next, click **View Reports** in the list of options on the right of the screen.

Classes View All ▶	
3rd Period Fall ACT ▶	Horace S. Lughorn
Test Prep Class ▶ 	Horace S. Lughorn
9th Period ▶	Horace S. Lughorn
+ Create Class	

Test Prep Class
View Reports 
+ Add Students
End Date May 31st, 2024
Associated Course SAT, ACT
 Edit Class
 Delete Class

The screen that appears will let you choose the different reports for the course(s) available to you.

Course Report will let you see summary details about your students and will also let you drill down to see details about specific lessons and quizzes.

Concept Score Report will show you how your students are doing on every subject we teach, compared to every other student who uses the program.

Test Report will show you how your students have done on the evaluation and full-length tests

[Dashboard](#) / [Test Prep Class](#) / Reports

ACT	SAT
Concept Score Report ▶	Concept Score Report ▶
Course Report ▶	Course Report ▶
Test Report ▶	Test Report ▶

The Course Report is our "Swiss Army Knife" report--you can do almost everything with it. The trick to making the most of this report is using the "breadcrumbs", the navigational links at the top of the report. You can change between courses, or select results of a specific unit, lesson or quiz to view.

Note: You can also filter any of these reports by date. Doing so will ONLY show results that took place during the selected time period.

The base report shows total questions answered, total answered correctly, overall percentage correct ("score"), percentage correct by subject, total time spent logged in, and the date of last activity. But using the pull-downs in the breadcrumb bar gives even more detail:



[Dashboard](#) / [New Class](#) / [ACT](#) / [Units](#) ▾ / [Lessons](#) ▾ / [Quizzes](#) ▾

ACT [Export](#)

Search... Total: 6 mm/dd/yyyy — mm/dd/yyyy

	First Name	Last Name	↑ Complete	Correct Answers	Total Answers	Score	English	Math	Reading	Science	Time Spent	Last Activity
1	Bebe	Bosco	82%	611	884	69%	71%	77%	60%	83%	33 hrs	2021-10-07 10:14 am
2	Maxine	Tremblay	79%	547	753	72%	74%	81%	69%	69%	29 hrs	2021-10-07 10:17 am
3	Vallie	Bednar	56%	372	612	60%	59%	58%	54%	81%	21 hrs	2021-10-07 10:09 am
4	Icarus	Anybody	12%	39	99	39%	63%	27%	30%	50%	4 mins	2021-10-07 10:39 am
5	Julie	Capulet	9%	37	60	61%	26%	85%	80%	16%	8 mins	2021-10-07 10:32 am
6	Ron W.	Easley	5%	40	66	60%	57%	100%	30%	100%	—	2021-10-07 10:35 am



You can use the filters in the breadcrumbs to drill down in more detail. For instance, let's suppose that you had assigned students to complete the **Unit 4** lesson on **Reading for the Main Idea**, and you want to assign a participation grade or an actual quiz grade. Select the appropriate filters, and the display changes to show details on that assignment. In this example, Vallie got 100% correct on the quiz, and Bebe got 50% correct.

Dashboard / New Class / ACT / Unit 4 / Main Idea / Quizzes / Main Idea: Fracking

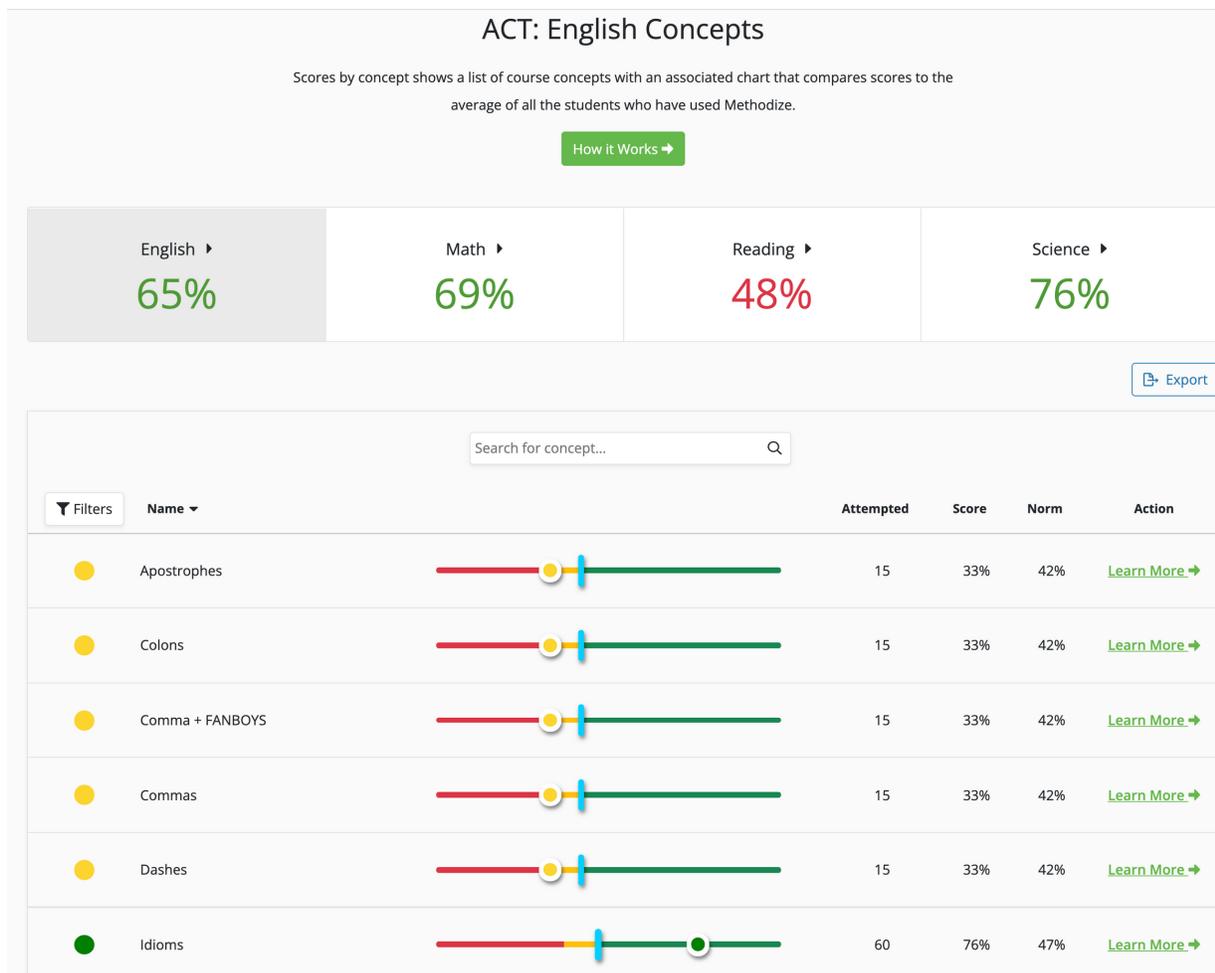
Quiz: Main Idea: Fracking Export

Search... Total: 6 mm/dd/yyyy - mm/dd/yyyy

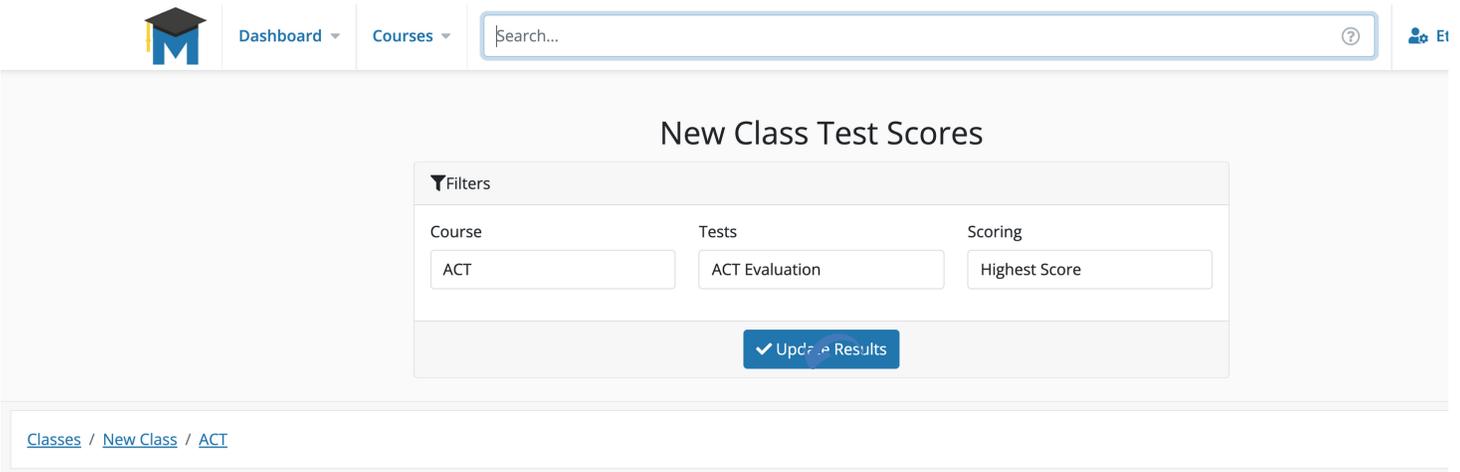
	First Name	Last Name	Time Spent	Attempts	First Score	Complete	Last Activity
1	Icarus	Anybody	—	1	20%	✓	2021-04-29 9:38 am
2	Vallie	Bednar	17 mins	1	100%	—	2021-02-03 9:15 am
3	Bebe	Bosco	7 mins	2	50%	✓	2021-02-03 9:16 am
4	Julie	Capulet	—	—	—	—	—
5	Ron W.	Easley	—	—	—	—	—
6	Maxine	Tremblay	25 mins	3	50%	—	2021-02-03 9:15 am

Note: You can choose to see the score of the students' first attempt, or the highest score. In most cases, teachers will want to communicate to students that the first attempt is the one that counts.

The Concept Score Report lets you see at a glance how a group of students is doing in every aspect of their preparation; it also shows how the students compare to the average of all of our users. A score in **GREEN** is above average, **YELLOW** is average, and **RED** is below average.



The Test Report will show you how your students have performed on the full-length practice exams **and** on the shorter diagnostic evaluation tests. There are separate reports for ACT and SAT, and within each report you can use the filter pull-downs to choose between the Evaluation, Full-Length #1 and Full-Length #2.



	First Name	Last Name	English	Math	Reading	Science	Composite Score	Completed On
1	Icarus	Anybody	16	14	18	6	14	Jul 21, 2021 12:38pm
2	Vallie	Bednar	-	-	-	-	4	-
3	Bebe	Bosco	36	34	28	-	25	-
4	Julie	Capulet	-	-	-	-	-	-
5	Ron W.	Easley	-	-	-	-	-	-
6	Maxine	Tremblay	-	23	-	-	6	-

To make it easier for you to store, edit and manipulate the reports, you can click the **Export** button to download the report as a comma-separated-value (.csv) file. You can easily open that in Excel, Google Sheets, or any other spreadsheet program.

