

# Course Options: Access Report

Reports accessed through Course Options in the content area of Brightspace give teachers information about:

- Who has access to content (helpful if using conditional release settings)
- How many students have visited units, lessons and folders
- How long students spend in a content unit, lesson or folder
- Provide an average time spent for each unit, lesson and folder within content.

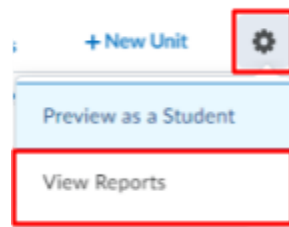
## Access Content Reports

1. Navigate to the content section of your course.



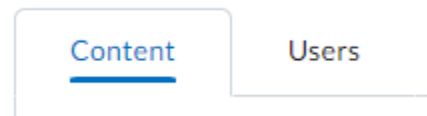
Content

2. Click the gear cog for "Course Options" in the upper right.
3. Select "View Reports".



4. By default; the "Content" tab is selected.

*This will show each Content Unit, Folder and lesson in your course.*



5. Click the "Users" tab.

*This will show the classlist; how many topics are available to each student and how many they have visited.*



6. Click on an individual student to see a more detailed report.

*This will show how many times the student has visited a component, the average time spent and the last date and time the student visited.*

Username	Topics Available	Topics Visited			
	8	2			
Title	Available	Visits	Average Time Spent	Last Visited	
Module 1: Lab Safety	Yes	-	-	-	
1. #1 GRADED: Lab Safety Scenario Assignment	Yes	-	-	-	
Module 2: Quarter 1	Yes	5	0:06:11	Apr 29, 2022 12:33 PM	