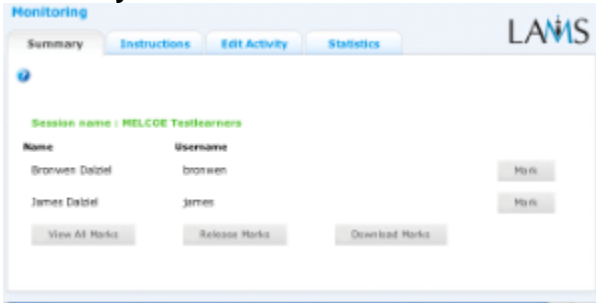


# lasbmt11 monitoring

## Monitoring *Submit Files*

### Summary Screen



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*w of the Submit Files Monitoring Summary tab.*

Double Clicking a *Submit Files* activity on the *Sequence* tab opens the Summary Screen for the Activity.

The Summary Screen for Submit Files shows the names of the Learners who have uploaded files to the activity, and provides an interface for monitors to assign marks to Learner contributions.

- **Mark:** Clicking this button allows the Monitor to download or view the Learner submissions and assign a numerical mark for that particular submission.
- **View All Marks:** This allows the monitor to view all of the marks assigned for each Learner submission. From this screen, the Monitor can also view/download submissions from learners and change the allocated marks.
- **Release Marks:** The monitor must choose this option in order to allow Learners to view their marks in the Learning environment.
- **Download Marks:** All marks created through the "Update Marks" tool can be downloaded in Spreadsheet (Excel) format.

Update Marks	View All Marks
<div data-bbox="131 1056 732 1493"> <p><b>Marking</b></p> <p>James Dalziel , james , submitted the following files :</p> <p><b>File :</b> 111.pdf <input type="button" value="View"/> <input type="button" value="Download"/></p> <p><b>File Description :</b> Greatness report</p> <p><b>Date of Submission :</b> 31 October 2006 03:24:38 PM EST</p> <p><b>Marks :</b> Not Available <input type="button" value="Update Marks"/></p> <p><b>Comments :</b> Not Available</p> <p><input type="button" value="Close"/></p> </div>	<div data-bbox="745 1056 1341 1631"> <p><b>Marking</b></p> <p>Bronwen Dalziel , bronwen , submitted the following files :</p> <p><b>File :</b> 111.pdf <input type="button" value="View"/> <input type="button" value="Download"/></p> <p><b>File Description :</b> What is greatness</p> <p><b>Date of Submission :</b> 31 October 2006 03:23:06 PM EST</p> <p><b>Marks :</b> 12 <input type="button" value="Update Marks"/></p> <p><b>Comments :</b> You have put some thought into your argument about greatness, and used the thoughts generated by your group well. You need to work on your grammar.</p> <hr/> <p>James Dalziel , James , submitted the following files :</p> <p><b>File :</b> 111.pdf <input type="button" value="View"/> <input type="button" value="Download"/></p> <p><b>File Description :</b> Greatness report</p> <p><b>Date of Submission :</b> 31 October 2006 03:24:38 PM EST</p> <p><b>Marks :</b> Not Available <input type="button" value="Update Marks"/></p> </div>
<p>Click to enlarge.</p>	<p>Click to enlarge.</p>

## Instructions



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### **w of the Chat Monitoring Instructions tab.**

In the Authoring Environment, Authors can use the **Instructions Space** to attach support files for a specific activity, or leave comments for other Monitors about how a given activity should be run.

In **Submit Files**, the Author may suggest instructions for submitting files offline (e.g. a hand written or printed essay) if learners and teachers are more comfortable with that format.

## **Edit Activity**

Clicking the **Edit Activity** button opens a new screen identical to the **'Basic'** tab in the authoring environment. In the current version of LAMS (2.0.4), Editing can only be performed on activities that students have not yet reached.

Unlike **Live Edit**, this form of Editing can only modify the content of an activity, as opposed to the structure of a sequence.

## **Statistics**

The **Submit Files** Summary tab contains information on:

- the number of files that **have been marked**
  - the number of files that **have not been marked**
  - the **total number of files uploaded** by learners
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