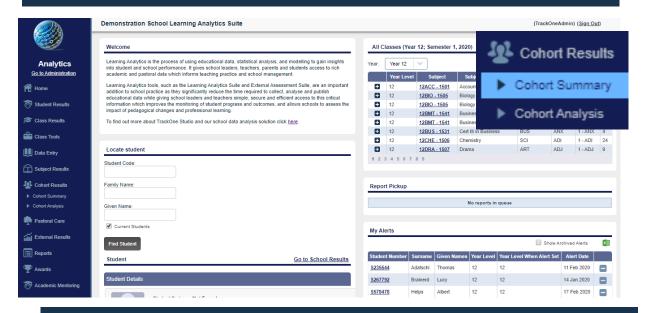# TrackOne
S T U D I O

This document will assist you in navigating through the Learning Analytics Suite as both an Administrator, and as a set user type with fewer permissions enabled in their setup, ie. Staff or Student. Please carefully review all instructions set out in the Help Documentation made available.
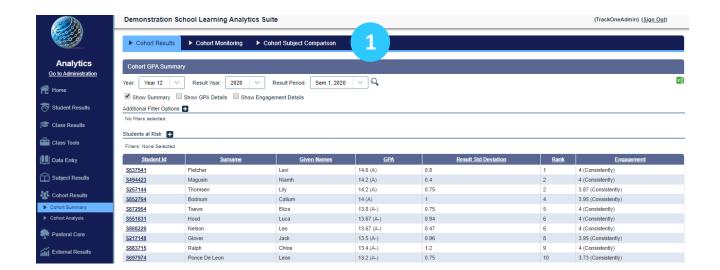
If you require further expansion or assistance at any point in the document, please do not hesitate to contact TrackOne Studio Support through the Help Desk by sending an email to helpdesk@trackonestudio.com.

Introduction to Cohort Results

The **Cohort Results** area contains an academic overview of the students in a particular cohort.
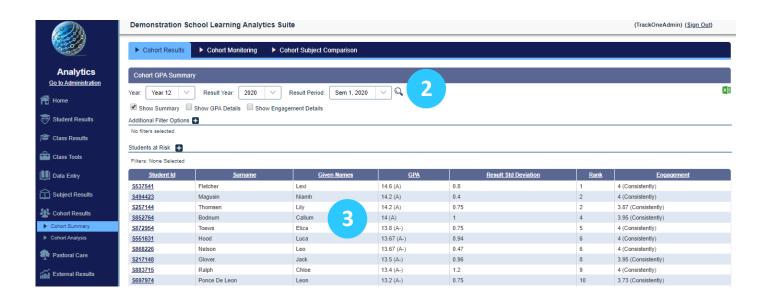
This area may be accessed from the main menu (below).

1. The blue menu bar enables the user to move between the areas within **Cohort Summary**. The pages will refresh as the user moves between tabs (meaning the cohort will not stay the same). The first tab looks at **Cohort Results**.
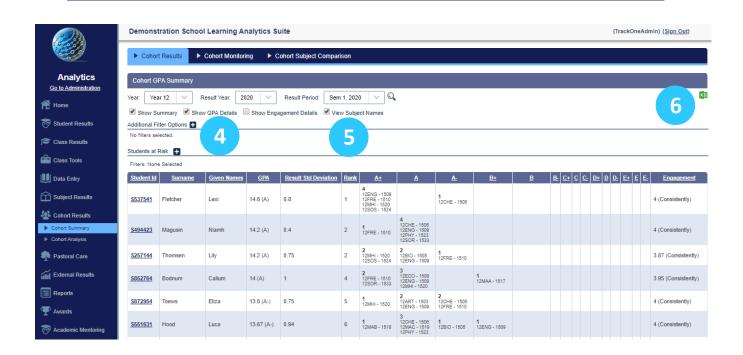
2. Select the cohort and result period, then click the magnifying class icon.

3. The GPA, Rank and Engagement result of each student will be shown.

    Note: There is the option to sort the results by clicking on the individual column headings.

4. To view a breakdown of each student's results, tick **Show GPA Details**.

5. To view the subjects in which each result was achieved, tick **View Subject Names**.

6. These results may be exported out into Excel.

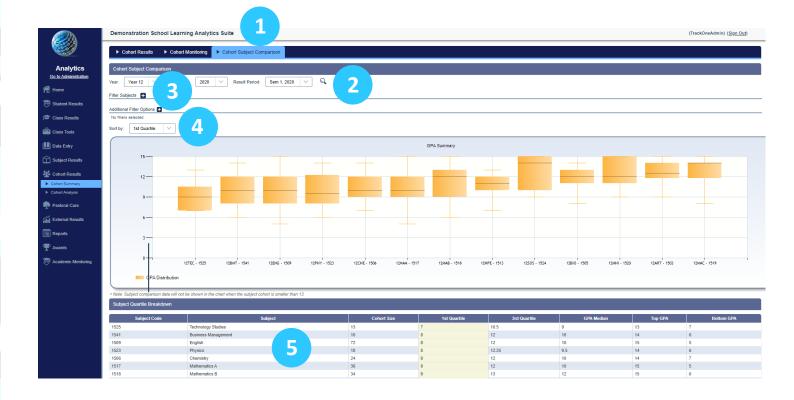   **Note:** Scroll to the bottom of the table to view summary statistics for the cohort.

The second tab on the blue menu bar is **Cohort Monitoring**, which contains achievement and distribution data for each cohort.

1. Use the blue menu bar to move to **Cohort Monitoring**.
2. **Cohort Subject Achievement** illustrates the students who were successful in all of their subjects. It also shows those whose performance was limited in 1, 2, 3 or 4+ subjects. Begin by selecting the cohort, result year and result period.
3. Clicking on an individual segment (e.g. the yellow portion) will generate the list of students in a table below.
4. These results may be exported out into Excel.
5. **Cohort GPA Distribution** charts the number of A's, B's, etc. that were achieved by the chosen cohort in the chosen result period.
6. There is the option to filter both charts (by sex, House, etc.) Click the '**+**' icon next to **Additional Filter Options** to expand the menu.

Cohort Subject Comparison

The third tab on the blue menu bar is **Cohort Subject Comparison**. This allows the user to compare the cohort's distribution of results within each subject.

1. Use the blue menu bar to move to **Cohort Subject Comparison**.
2. Select the cohort, result year and result period, then click the magnifying glass icon.
3. Click on **Filter Subjects** to choose which courses should be included in the comparison.
    By default, all subjects will be selected. However, the user is able to clear all subjects using the icon in the bottom right-hand corner.
4. Users are able to sort results based on the:
    o   1st quartile: results will be ordered (left to right) from the lowest, most variable 1st quartile to highest, least variable 1st quartile.
    o   3rd quartile: results will be ordered (left to right) from the lowest, most variable 3rd quartile to the highest, least variable 3rd quartile.
    o   Median: results will be ordered (left to right) from the lowest to the highest median.
5. Descriptive statistics for each subject can be found in the table below.