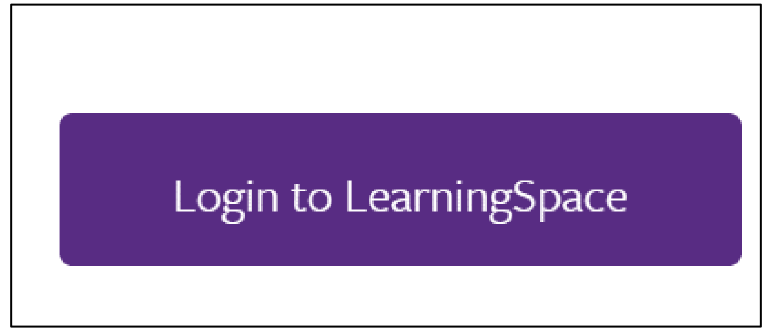
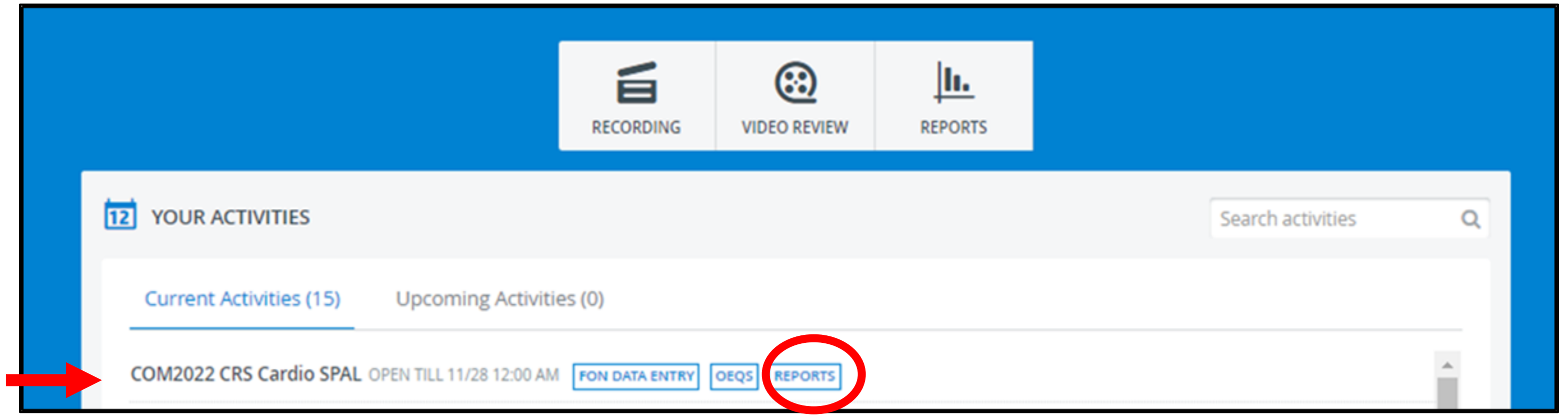
Faculty:
How to Find Student Reports
In LearningSpace

USE THIS BROWSER	Use Chrome browser and go to https://www.dmu.edu/simulation-center/learningspace/ • This will open the Simulation Center Testing Page • Locate the purple LearningSpace button anc click on it to take you to the sign-in page 

ADDITIONAL INFORMATION	You will be prompted to log into Office 365
	• If an internal clinician: Use your DMU provided credentials (Name@dmu.edu) and password
	    ○ If you have problems with your DMU credentials- contact DMU ITS
	• If an external clinician: Use your email address (the one faculty email you at to confirm items) and Simulation Center provided password
	    ○ If you have problems with logging in let Simulation Center staff know

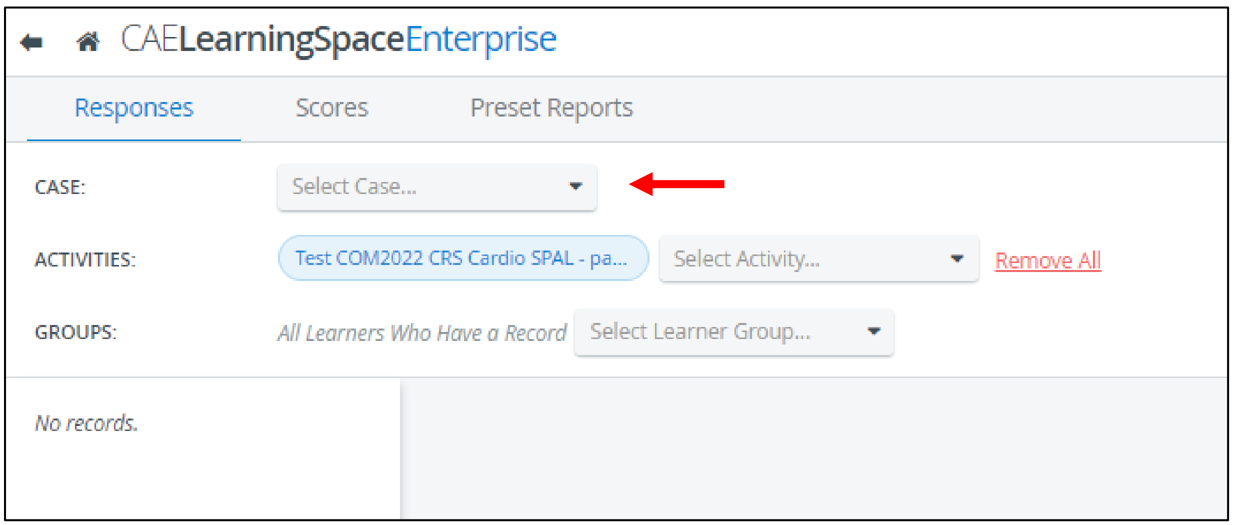
KNOW THIS INFORMATION	The following information will be needed to complete an assessement: • Activity name • Case name • The names of the students you are to assess (if you don’t know them)

Find Activity on Dashboard



1. Find the Activity on your dashboard. We are using **COM2022 CRS Cardio SPAL** for this example.
2. Click the blue **Reports** button after the Activity name.
   The Reports task module opens.

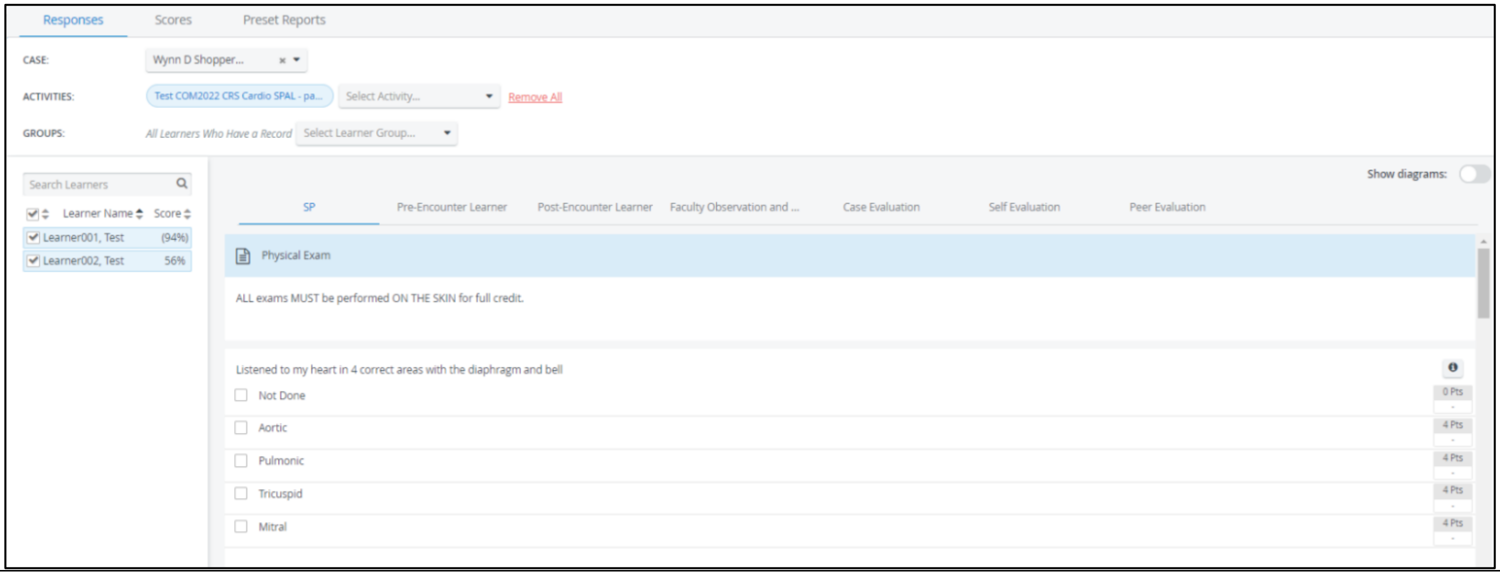
Responses Report



The first Report you see is the Responses Report. But there is no data until you select a Case. So select a Case from the Case dropdown menu.

The Report will populate with data.

Responses Report with Data

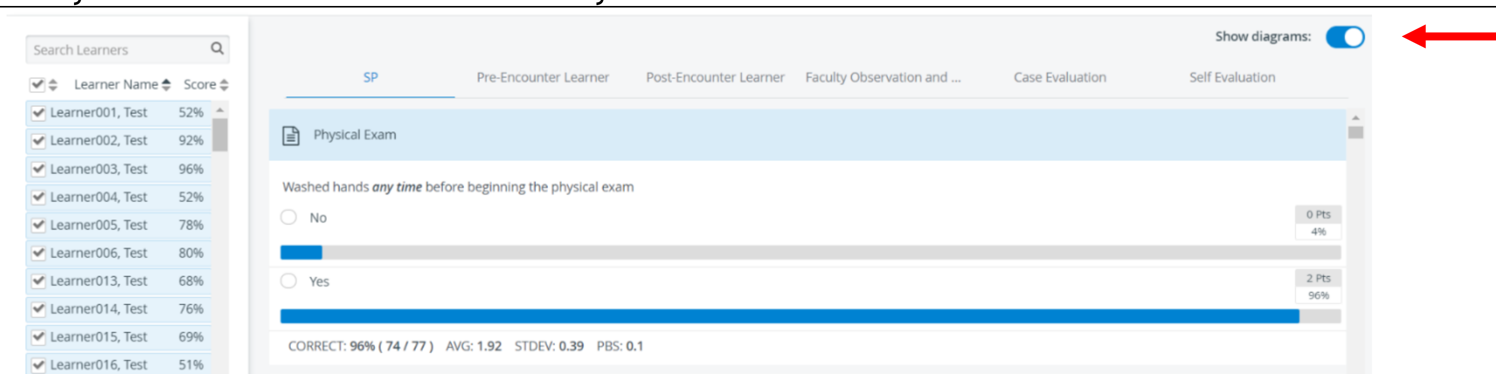


The Response Report shows the total score for each question.

NOTE: Only students who have been assessed appear in this Report.

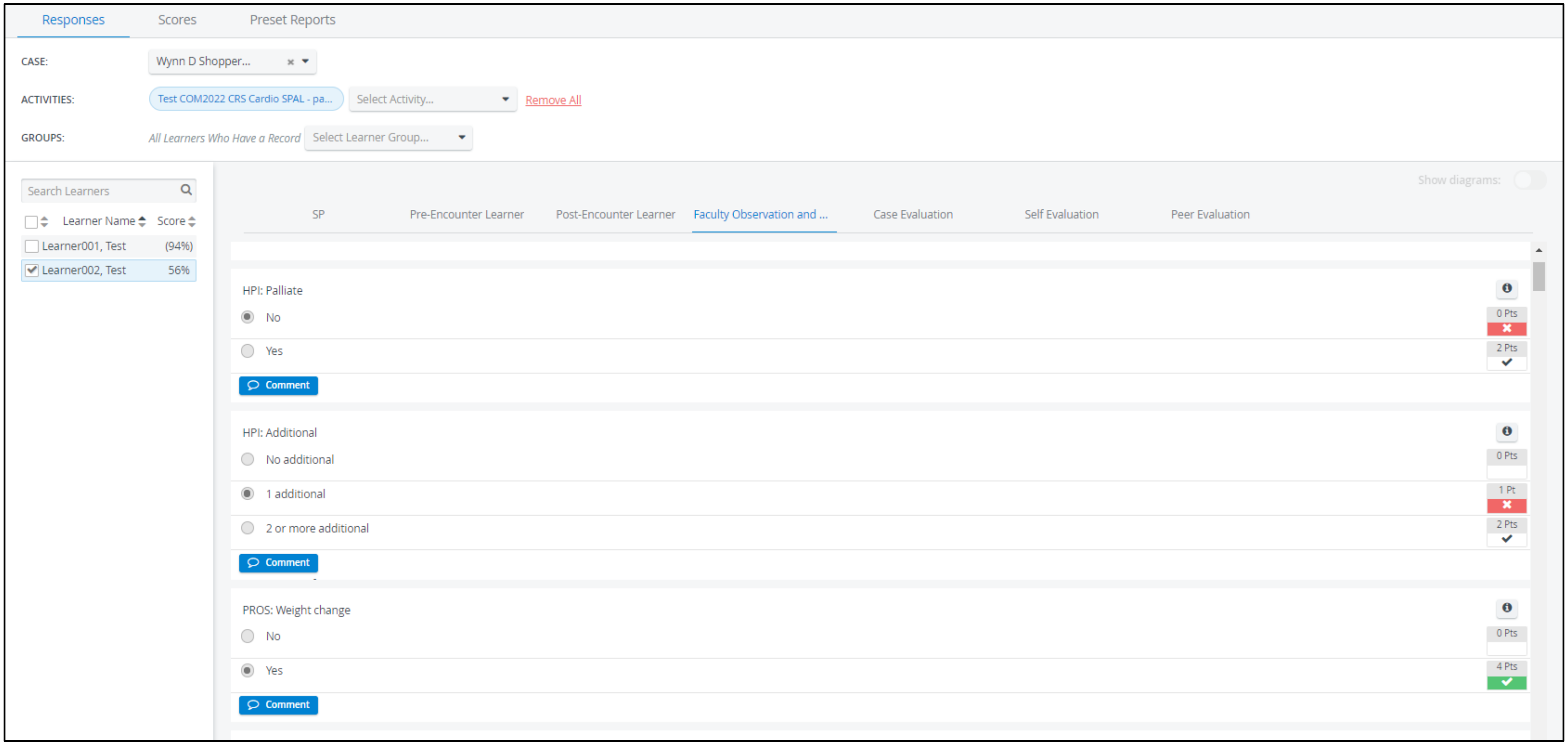
The Report is organized by tabs. The name of the tab identifies what type of user submitted the data:

- SP = standardized patient collected and submitted data
- Pre Encounter Learner = student collected and submitted data
- Post Encounter Learner = student collected and submitted data
- Faculty Observation and Narrative = faculty evaluator collected and submitted data



Whith all learners selected:
Click on the “Show diagram” slider on the right side of the screen to see a histogram view of the question results.

Review Data Per Student

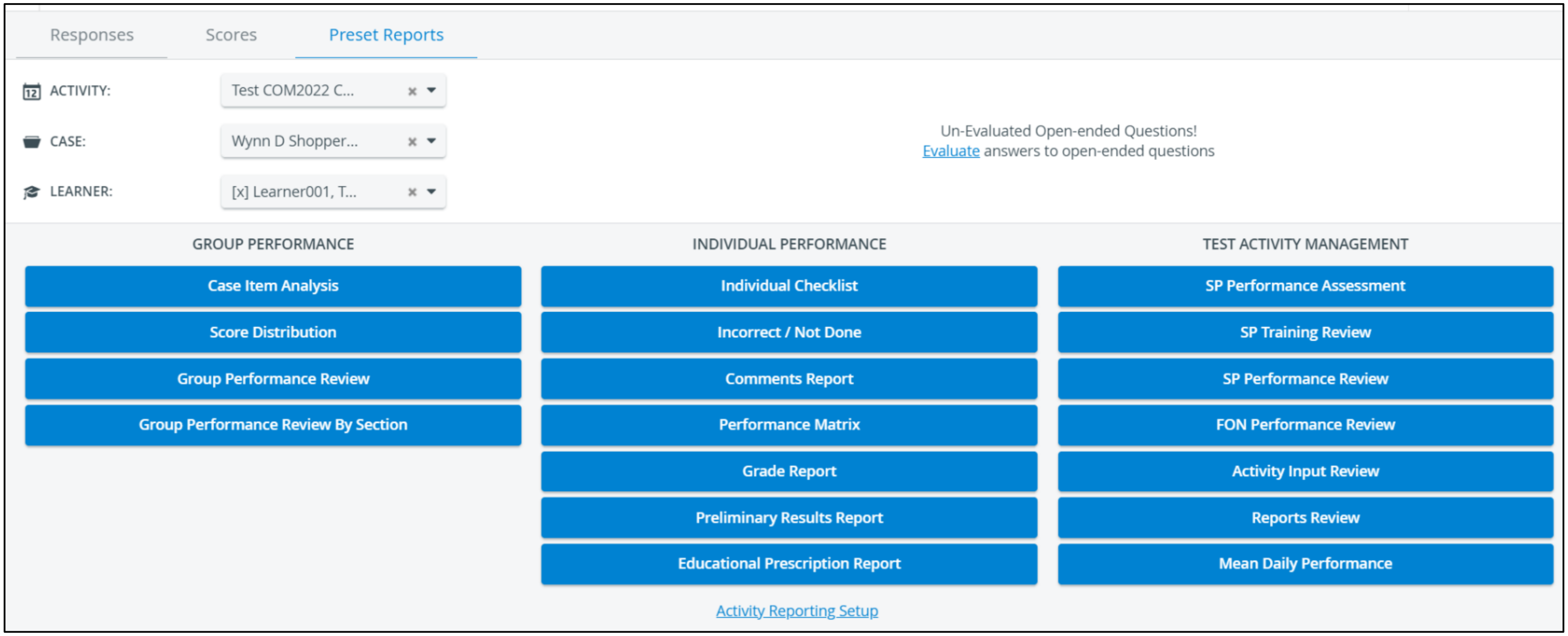


To see data for a specific student, deselect students by clicking the box next the name until only the box for the student of interest remains checked.

Tip

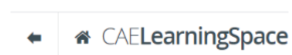
Check the box at the top of the list to deselect all students, then select the name of the student of interest.

Review Individual Student Checklists With Comments

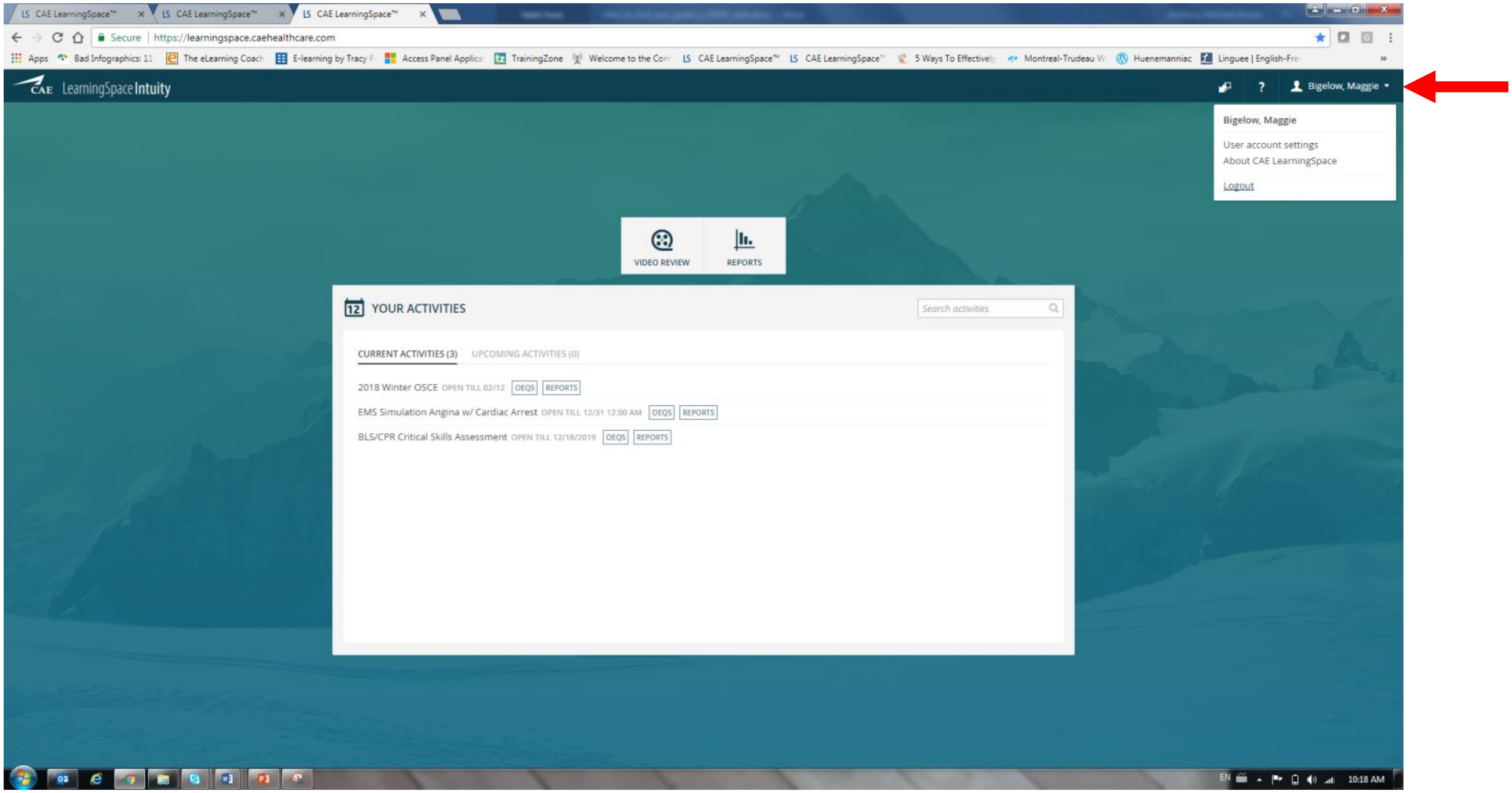


To see data for a specific student (for example, if you are meeting with a student one-on-one), select the learner from the drop down learner tab.
Click on the blue "**Individual Checklist**" button under the middle column.
You will then see each checklist filled out for that student (SP, FON, SOAP Note, Self Evaluation, etc.) with comments written by the evaluator(s).

To see comments left by the evaluator on a SOAP Note, you will need to select the "Comments Report" from the middle column.

To exit the evaluation click the back arrow next to the house icon. 

Log Out of LearningSpace



To log out of LearningSpace:

1. Click your name in the upper right corner of the screen.
   The Account Settings box opens.
2. Click **Logout**.
   LearningSpace logs you out.