# Step 6 - How to view the reports

264	Yex	iang Wu	💾 Mo	on, Feb 5, 2024	Leve	el up							13044	<b>9</b> 0
	Г	Lado	ler											
		Info	Ladder	Team ladder	Report	Log	Levels	Rules	Visuals	Settings	Plus		_	
	Rank Level			Participant	articipant				Total		Progress			
		1	-	SS Sandbox Stu	dent 1				400 <sup>xp</sup>	_		0 <sup>xp</sup> to go		
		2	<b>(</b>	SS Sandbox Stu	dent 2				300 <sup>xp</sup>	-		100 <sup>xp</sup> to go		
		3	<b>(</b>	SS Sandbox Stu	dent 3				200 <sup>xp</sup>	_	-	200 <sup>xp</sup> to go		
		4	•	SS Sandbox Stu	dent 4				100 <sup>xp</sup>	_		300 <sup>xp</sup> to go		

An example of level-up ladder

### Overview:

B

This guide will show you how to view the student's learning reports of level up leaderboard.

### What to know:

To better manage a gamified course, teachers should keep an eye on the students learning process. The reports of Level up will give some evidences of problems, or questions students may have. This will help teachers to decide how to improve the course or how to better support the learners.

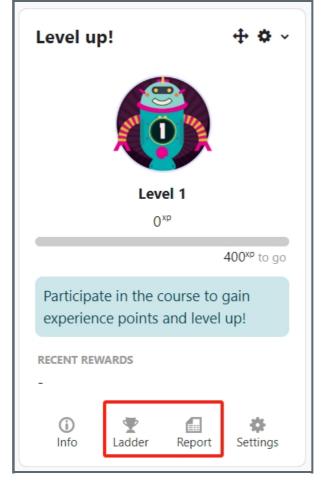
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## Step 1: Go to the leader board

The leaderboard of the level up function are available for both teachers and students. However, teachers will see more features.

Click "Ladder" or "Reports" on the leaderboard (in fact, any of the four buttons will bring you to the same page):



# Step 2: View different reports

On the new page, you will see different navigation buttons on the top. The tabs below will offer you the learning information/reports in the course.

<u>Ladder</u>: It shows each of the students' learning process, including the rank, level, total points received, and progress bar. If you are using groups, you can also filter to view that group information only. (Students can only see the ranks inside their own group)

.add	ler	_								
Info	Ladder	Team ladder	Report	Log	Levels	Rules	Visuals	Settings	Plus	
Rank	Level	Participant					Total	Progr	ess	
1	•	SS Sandbox Stu	dent 1				400 <sup>xp</sup>	_		0 <sup>xp</sup> to go
2	<b>(</b>	SS Sandbox Stu	dent 2				300 <sup>xp</sup>			100 <sup>xp</sup> to go
3	<b>(</b>	SS Sandbox Stu	dent 3				200 <sup>xp</sup>	_	-	200 <sup>xp</sup> to go
4		SS Sandbox Stu	dent 4				100 <sup>xp</sup>	_		300 <sup>xp</sup> to go

<u>Team ladder</u>: Team ladder will show you the competition information between groups based on points received in each group. (Students will also see this on their screen.)

Team ladder											
Info	Ladder	Team ladder	Report	Log	Levels	Rules	Visuals	Settings	Plus		
Rank	Team name						Points				
1	Group A						500 <sup>xp</sup>				
2	Group B		300 <sup>xp</sup>								
3	Group C						200 <sup>xp</sup>				

<u>Report:</u> It shows all the students learning data, and teachers can download the spread sheet or make changes to the students' data. On the bottom, there are buttons for you to download the list, reset the whole data when a semester is end, or import points.

Info	Ladder	Team ladder Re	eport Log Levels	Rules Vi	'isuals Settings Plus
First name	All	A B C D E	F G H I J K L M	N O	P Q R S T U V W X Y Z
Last name	All	A B C D E	F G H I J K L M	N O	P Q R S T U V W X Y Z
	First I	name / Last name	Level 🗸	Total	Manually add points t Progress one student
SS	Sandb	oox Student 1	5	400 <sup>xp</sup>	0 <sup>∞</sup> to go 🕂 🌣 🛍
SS	Sandb	oox Student 2	4	300 <sup>xp</sup>	100 <sup>xp</sup> to go + 🔯 🛍
SS	Sandb	box Student 3	3	200 <sup>xp</sup>	Change the total points
SS	Sandb	oox Student 4	2	100 <sup>xp</sup>	300 <sup>xp</sup> to go + ✿ ₪
SS	Sandb	oox Student 5	-	-	400 <sup>xp</sup> to go + 🌣
Dow	nload ta	able data as	Comma separated	values (.cs	sv) 🗢 Download
Ros	et cours	se data Imi	port points		

Log: It shows the details Log information in this course.

Course log										
Info Ladder	Team ladder Rep	ort Log	Levels	Rules	Visuals	Settings	Plus			
First name	A B C D E F	G H I .	J K L M	Ν	O P Q	R S T	U V W	X Y Z		
Last name	A B C D E F	G H I	JKLM	Ν	O P Q	R S T	U V W	X Y Z		
Event time	First name / Last name	Reward								
5/02/24, 15:56	Sandbox Student 4	100 <sup>xp</sup>	Activity cor	mpleted	Assigr	nment: Assig	Inment for	level up		
5/02/24, 15:56	Sandbox Student 3	100 <sup>xp</sup>	Activity cor	mpleted	Forum	n: Forum for	level up			
5/02/24, 15:56	Sandbox Student 3	100 <sup>xp</sup>	Activity cor	mpleted	Assigr	nment: Assig	Inment for	level up		
5/02/24, 15:55	Sandbox Student 2	100 <sup>xp</sup>	Activity cor	mpleted	File: Fi	ile for level ι	ıp			
5/02/24, 15:55	Sandbox Student 2	100 <sup>xp</sup>	Activity cor	mpleted	Forum	n: Forum for	level up			

There are some other buttons in this page, they are for defining the rules, levels or badges. If you are interested, please check our guides of:

#### Define the Levels

#### Create badges

Define the points and rules

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