

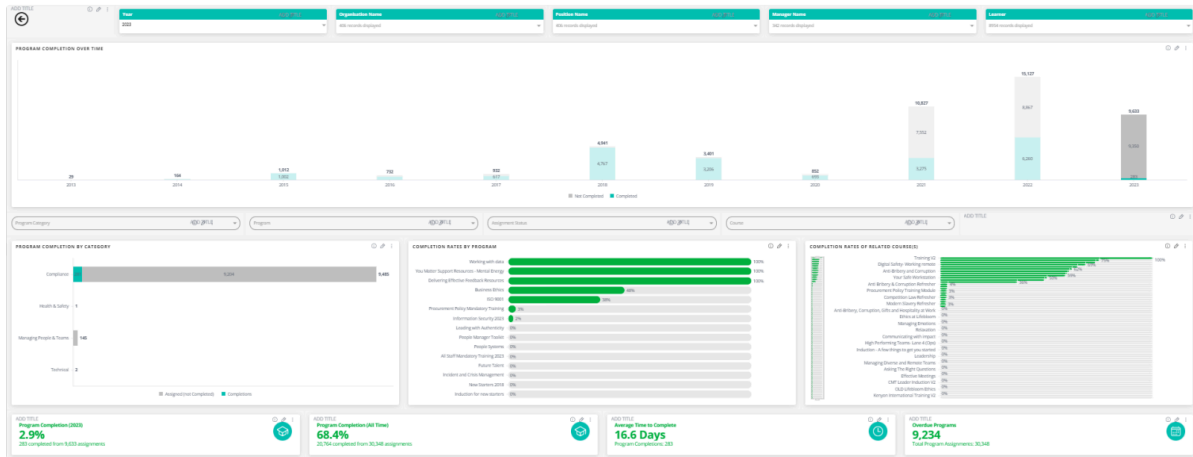
# totara:kineo edition

## Program Completion Dashboard



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Product Owner

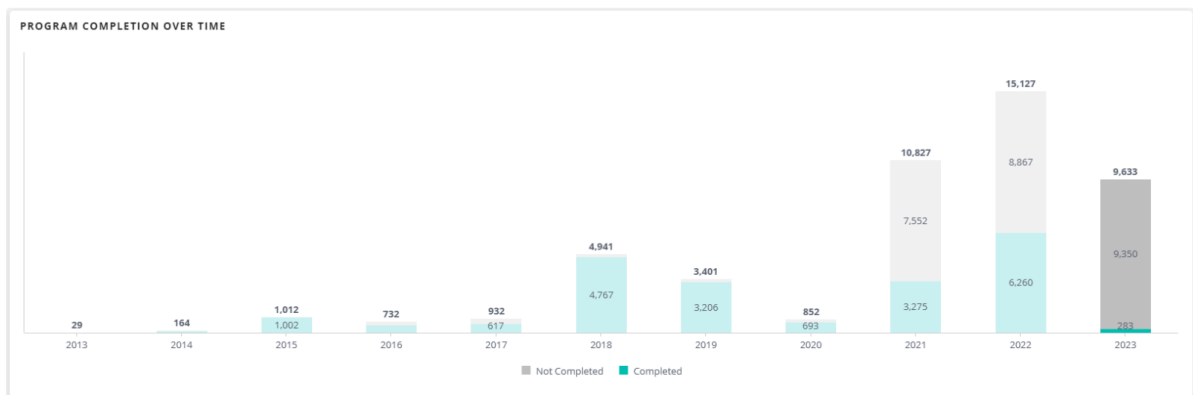
The Program Completion Dashboard shows program completions over time, with the ability to drill into programs to see the progress of cohorts of learners on the courses within them. It also includes secondary metrics for the completion rates year-on-year vs all-time, the average time spent to complete and programs at a status of Overdue.



Program completion dashboard

### Program completions over time

The chart displays program completion data for each year, with the total number of programs assigned in that year and the number of those that were complete or incomplete. The chart defaults to the current year but users can filter the dashboard data to any year using the Year filter at the top of the dashboard.



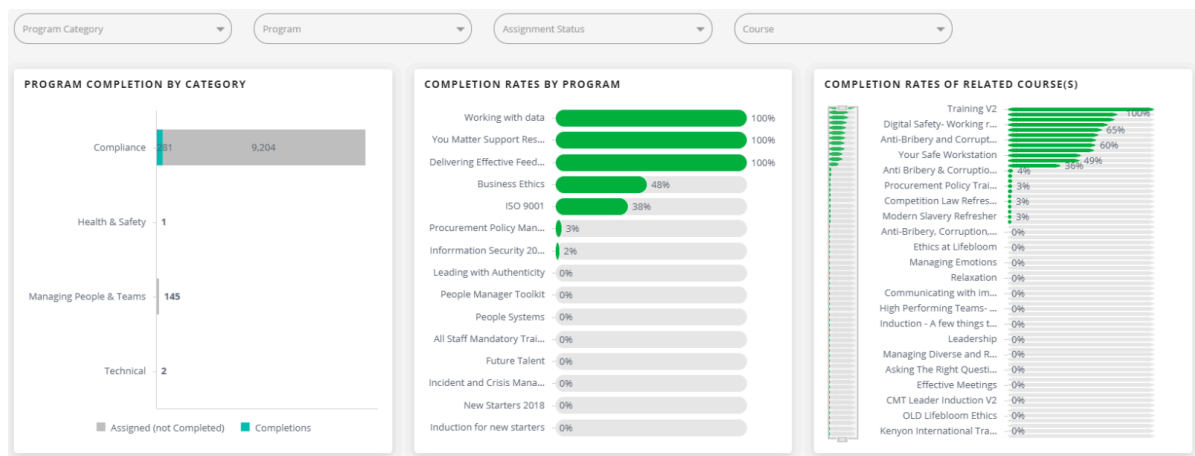
Program completions over time chart

### Completion by Category, Program and Course

These three charts show the hierarchy of program completion rates, from the category level down to the component courses in each program.

- **Program completion by category** - the number of complete/incomplete programs in a category in the selected year
- **Completion rates by program** - the % of completed learners on the program, with assignments in the selected year. **NOTE:** assignment in the selected year reflects the status of a learner on a program over time, so, if a learner is assigned in 2019 and completes in 2021, there would be 3 records, with only the 2021 record having a status of 'Completed' and the other two years as 'In Progress'.
- **Completion rates of related courses** - the % of enrolled learners at a status of Complete for each course in the selected program.

Four filters can be used to filter each widget as well as selecting the charts themselves. The filters need to be used to filter by any item with a value of zero.



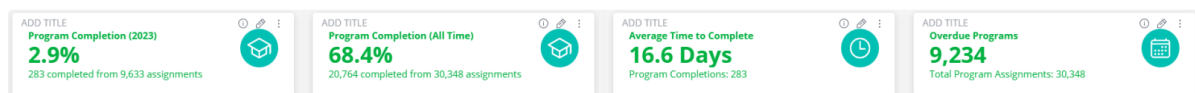
Program completion charts

## Secondary metrics

The secondary metrics provide another level of insight for the selected data. They can be filtered using the top-level dashboard filters (year/organisation/position/manager) and also the category and program filters.

- **Program Completion (2023)** - the % of learners at a status of Complete with program assignments in the selected year. The calculation updates when a new year is selected in the dashboard Year filter.
- **Program Completion (All Time)** - the % of learners at a status of Complete for all program assignments.
- **Average Time to Complete** - the average number of days per learner it has taken to complete programs in the current selection. This is calculated using  $(Average\ Days\_Difference) / (Status^1)$  from the *Dim\_Program\_Progress* table.
- **Overdue Programs** - the number of learners currently at a status of Overdue for programs in the current selection.

<sup>1</sup> Status is Complete



Secondary metrics

## Learner details

The two Learner Details tables show the individual learner records with their status in the selected programs and courses.

Current Program Status

Status in Selected Year


Current Course Status

LEARNER DETAILS (PROGRAM)

Program Name	Learner	Selected Year	Status in Selected Year	Current Status	Complete Date
All Staff Mandatory Training 2023	Chase Hill	2023	In Progress	Not complete	
	Claudia Walker	2023	In Progress	Not complete	
	Connor Bennett	2023	In Progress	Not complete	
	Gerald Harrington	2023	In Progress	Not complete	
	Kevin Fields	2023	In Progress	Not complete	
	Luis Webster	2023	In Progress	Not complete	
	Marion Cross	2023	In Progress	Not complete	
	Russell Watson	2023	In Progress	Not complete	
	Sylvia Allen	2023	In Progress	Not complete	
	Trevor Riley	2023	In Progress	Not complete	
Business Ethics	Verna Jefferson	2023	In Progress	Not complete	
	Walter Becker	2023	In Progress	Not complete	
	Aaron Brewer	2023	Completed	Complete	17/01/2
	Adam Torres	2023	In Progress	Not complete	
	Adrian Brady	2023	Completed	Complete	19/01/2
	Alan Zimmerman	2023	In Progress	Not complete	
	Alex Flores	2023	In Progress	Not complete	
	Allen Harrington	2023	In Progress	Not complete	
	Allen Jones	2023	Completed	Complete	17/01/2
	Anna Jones	2023	In Progress	Not complete	

LEARNER DETAILS (COURSE)

Program Name	Course Name	Learner	Course Status	Complete Date
All Staff Mandatory Training 2023	Anti Bribery & Corruption Refresher	Claudia Walker	Not yet started	
		Connor Bennett	Not yet started	
		Luis Webster	Not yet started	
		Marion Cross	Not yet started	
		Sylvia Allen	Not yet started	
		Trevor Riley	Not yet started	
		Verna Jefferson	Not yet started	
		Walter Becker	Not yet started	
	Anti Fraud Refresher	Chase Hill	Not yet started	
		Claudia Walker	Not yet started	
	Business Ethics	Connor Bennett	Not yet started	
		Kevin Fields	In progress	
	Luis Webster	Not yet started		
	Marion Cross	Not yet started		
	Sylvia Allen	Not yet started		
	Trevor Riley	Not yet started		
	Verna Jefferson	Not yet started		
	Walter Becker	Not yet started		
	Competition Law Refresher	Chase Hill	Not yet started	
		Claudia Walker	Not yet started	

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Learner details (program and course)