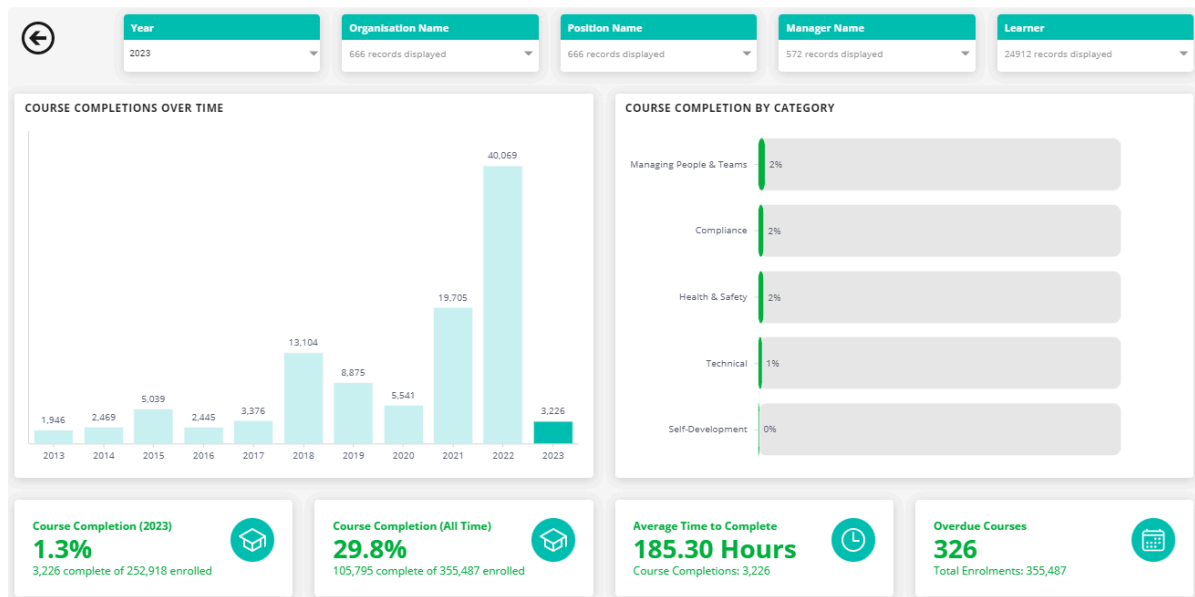


# totara:kineo edition

## Course Completion Dashboard

 Jon Evans  
Product Owner

The Course Completion Dashboard shows course completions over time, with the ability to drill into course categories 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 courses at a status of Overdue.



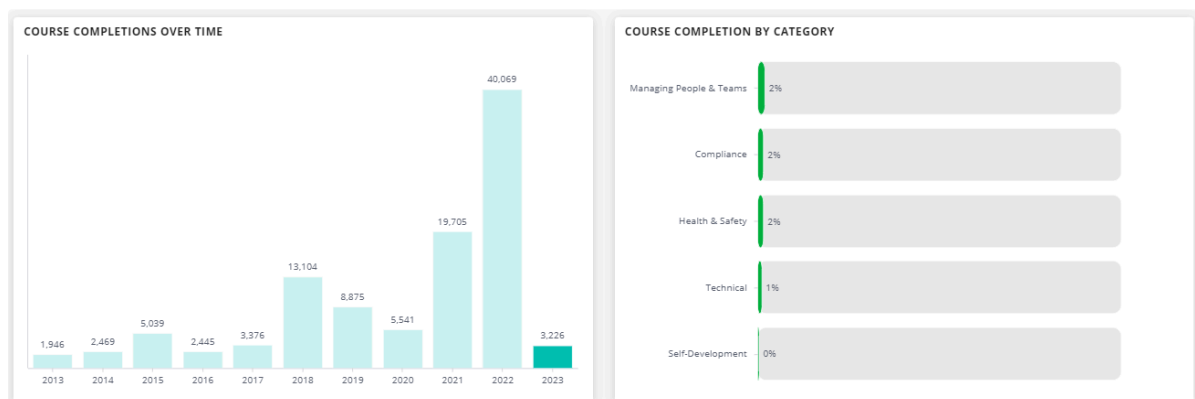
Course completion dashboard

### Course completions over time

The chart displays course completion data for each year, with the total number of course enrolments 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.

### Course completions by category

The category chart shows the number of complete/incomplete courses in a category in the selected year. The chart acts a filter for users to drill down to a specific category.



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 filter.



Secondary metrics

Secondary metrics

- **Course Completion (2023)** - the % of learners at a status of Complete with course enrolments in the selected year. The calculation updates when a new year is selected in the dashboard Year filter.
- **Course Completion (All Time)** - the % of learners at a status of Complete for all course enrolments.
- **Average Time to Complete** - the average number of days per learner it has taken to complete courses in the current selection. This is calculated using  $([Average\ Days\_Difference^1], [Completion\ Status^2])$
- **Overdue Courses** - the number of learners currently at a status of Overdue for courses in the current selection.

<sup>1</sup> Taken from the Fact\_Course\_Progress table

<sup>2</sup> Status is not In progress, N/A or Not started

Learner details

The Learner Details table shows the individual learner records with their status in the selected courses.

Status in Selected Year

Current Status

LEARNER DETAILS						
Course Category	Course Name	Learner	Selected Year	Status in Selected Year	Current Status	Completed Date
Compliance	Anti-Bribery Refresher Training	Aaron Fletcher	2020	Not yet started	Not yet started	
		Aaron Harris	2020	Complete	Complete	10/12/2020
		Aaron Newton	2020	Not yet started	Not yet started	
		Adam Fox	2020	Not yet started	Not yet started	
		Adam McKinney	2020	Complete	Complete	27/07/2020
		Addie Baldwin	2020	Not yet started	Not yet started	
		Addie Graves	2020	Complete	Complete	14/02/2020
		Addie Reyes	2020	Not yet started	Not yet started	
		Adele Gomez	2020	Not yet started	Not yet started	
		Adele Zimmerman	2020	Not yet started	Not yet started	
		Adeline Allen	2020	Not yet started	Not yet started	
		Adeline Schneider	2020	Not yet started	Not yet started	
		Adrian Knight	2020	Not yet started	Not yet started	
		Agnes Adams	2020	Not yet started	Not yet started	
		Aiden Reyes	2020	Complete	Complete	23/11/2020
		Alan Peters	2020	Complete	Complete	03/07/2020
		Albert Fletcher	2020	Not yet started	Not yet started	
		Albert Herrera	2020	Not yet started	Not yet started	
		Albert Stone	2020	Not yet started	Not yet started	
		Alberta Malone	2020	Not yet started	Not yet started	
		Alejandro Smith	2020	Not yet started	Not yet started	
		Alejandro Tran	2020	Not yet started	Not yet started	
		Alex Bush	2020	Not yet started	Complete	06/01/2021
		Alexander Curry	2020	Not yet started	Not yet started	
		Alexander Oliver	2020	Not yet started	Not yet started	

1-25 of 10000 Results

1

2

3

4

5

...

400

Rows per page 25

Learner details table

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