

Induction and Group Tutorial Tracking

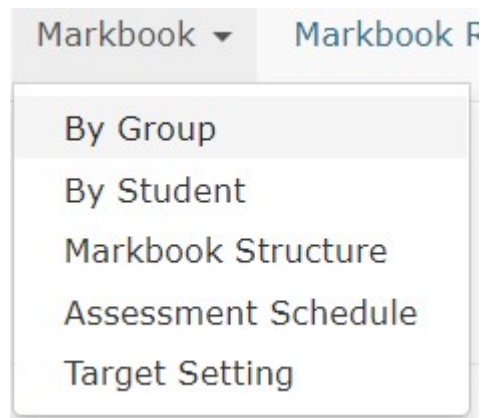
From the “My Student Group” menu, select your Tutorial group



My Student Groups ▾ My Tutor Groups ▾

- BCM021XA (It Users - Btec Diploma Level 1)
- BCM030AA (It (Games Development) - Level 3 Bte
- BCM030AT1A (Tutorial)
- BCM030AW1A (Work Experience)

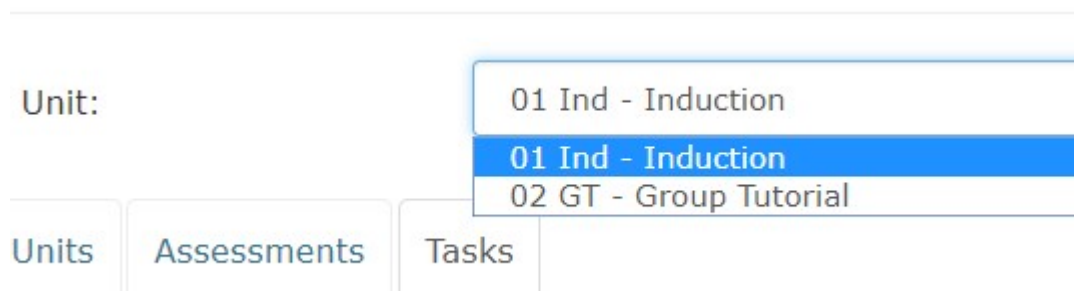
From the Markbook menu, select “By Group”.



Markbook ▾ Markbook F

- By Group
- By Student
- Markbook Structure
- Assessment Schedule
- Target Setting

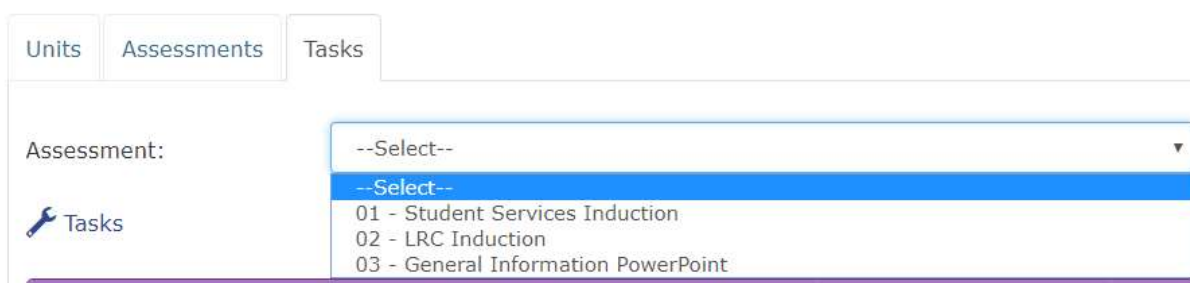
From the “Unit” drop-down select Induction or Group Tutorial. Then select the “Tasks” tab.



Unit: 01 Ind - Induction
01 Ind - Induction
02 GT - Group Tutorial

Units Assessments Tasks

On the Tasks tabs in the assessment drop-down, select the activity you need to tick off for the group.



Units Assessments Tasks

Assessment: --Select--

- Select--
- 01 - Student Services Induction
- 02 - LRC Induction
- 03 - General Information PowerPoint

Tasks

You can tick the activity complete by ticking the box individual or by ticking "Tick All". Make sure to click "Save" when completed.

	<input type="checkbox"/>
	Tick All

Save