Using Logs to Verify Student Course Access

The Logs in Moodle are a great tool to quickly verify when or if a student has viewed a specific resource or completed a specific activity. To access the Logs, open the Admin menu in the upper right.

In this menu, click the Reports heading to expand it, and select Logs.
This will load the **Logs** page, which displays several dropdown menus. These menus allow seven options to be set which narrow the returned results when the logs are run.

1. **Course**: The course you wish to view the logs for can be set here.

2. **All Participants/Specific User**: This menu can be used to load information for all students, or, by selecting a specific student, load information for that student only.

3. **Specific Date/ All days**: This menu can be used to select a specific date from which information should be shown, or for All Days.

4. **All activities / Specific activities**: This menu can be used to display information pertaining to all activities and resources in the course, or if a specific activity/resource is selected, for just that activity.

5. **Actions**: This menu can be used to narrow displayed information by the following actions which created the log entry: **All actions** will show every log entry dependent on the other set criteria. **View** will show course, activity, and resource views. **Create** will show when resources and activities have been added by the instructor, and discussion posts or assignment submissions have been added by anyone. **Update** will show any settings changes to resources or activities made by instructors, as well any edits made to forum posts by anyone. **Delete** shows when any activities and resources were deleted by the instructor, as well as deleted quiz submissions and forum posts. By default, this menu is set to All actions when the page is loaded.
6. *Educational Level:* This displays information about Teaching or Participating actions in the course. If left at the Educational level it will display both. This is generally the recommended option.

7. *Standard log:* The standard log displays more information than the Legacy log and is recommended in most cases.

By adjusting these options, it is possible to find very specific info. For example, to quickly find out whether a specific student (CLT_Student001 in this case) has viewed the Course Syllabus, these options should be set as:

Here the particular student is selected in the user menu, and the Syllabus is selected in the activity menu. The other options are left at the default settings. Clicking **Get these logs** displays the following:

Here it is shown that CLT_Student001 viewed the Syllabus on September 22, at 15:35.
If CLT_Student001 had not viewed the Syllabus, this would be displayed:

The process to find information about when a student submitted an assignment, posted to a forum, or attempted/submitted a quiz is done as shown above by selecting the desired student, date, and activity in the corresponding menus. The different activity types will, however, return some slightly different information.

For Forums:

For Assignments:
For Quizzes:

<table>
<thead>
<tr>
<th>Date</th>
<th>User</th>
<th>User Type</th>
<th>Event</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sep 16 23</td>
<td>CLT</td>
<td>CLT</td>
<td>Quiz: Unit 1</td>
<td>Quiz submitted</td>
</tr>
<tr>
<td>Sep 16 23</td>
<td>Student001</td>
<td>Student001</td>
<td>Exam</td>
<td>Quiz attempt summary viewed</td>
</tr>
<tr>
<td>Sep 16 23</td>
<td>CLT</td>
<td>CLT</td>
<td>Quiz: Unit 1</td>
<td>Quiz viewed</td>
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<td>Sep 16 23</td>
<td>CLT</td>
<td>CLT</td>
<td>Quiz: Unit 1</td>
<td>Quiz attempt started</td>
</tr>
</tbody>
</table>

If you have any questions about using the logs in Moodle or need assistance please contact the CLT at 405.682.7838.