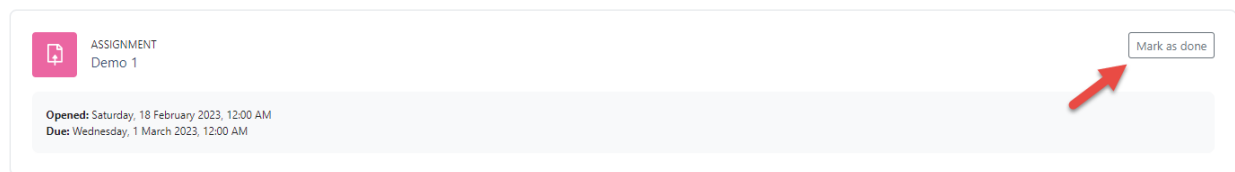


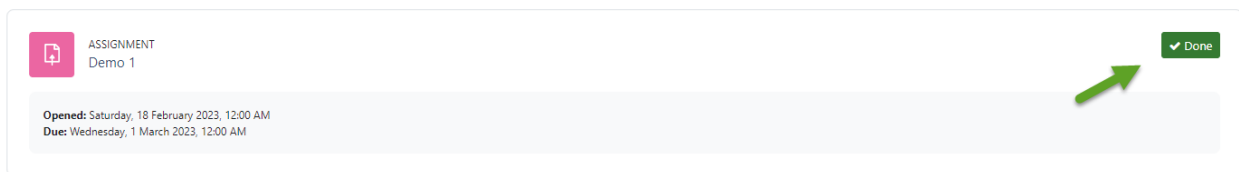
Activity Completion Settings

For Activities and Resources

The **Activity Completion** settings allow you to determine what actions a student can take to mark a resource as complete. An item marked as complete will be displayed on the course home page with a green button with a white checkmark next to the word **Done**, and an incomplete item will have a button with the words **Mark as Done**. In the picture below, the first button is marked as incomplete:



The second button is marked complete:



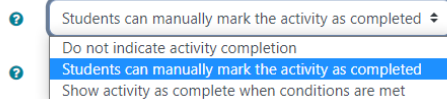
The default and most commonly used Activity Completion setting on the course home page is that Students can manually mark the activity as completed.

▼ Activity completion

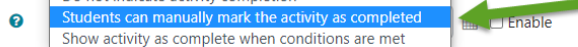
Completion options unlocked

When you save changes, completion state for all students will be erased. If you change your mind about this, do not save the form.

Completion tracking



Expect completed on



Another option, **Do not indicate activity completion**, allows you to prevent the item from displaying any information regarding completion by selecting.

The third option, **Show activity as complete when conditions are met**, allows you to choose conditions which, when met, will mark the item as complete on the course home page of those students who qualify.

If you use this option, you must select criteria upon which the activity will be counted as complete.

▼ Activity completion

Completion options unlocked

When you save changes, completion state for all students will be erased. If you change your mind about this, do not save the form.

Completion tracking

?

Students can manually mark the activity as completed ▾

Do not indicate activity completion

Students can manually mark the activity as completed

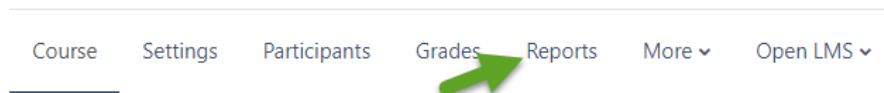
Show activity as complete when conditions are met

Enable

Expect completed on

The Student must view this activity to complete it option will mark the item as complete once the student views the instruction page. No submission is required.

The **Expect completed** on setting is not displayed to the student; it is only displayed in the **Activity completion** report. This report can be accessed from the Reports heading in the **Course Menu** on the course home page.



After you select Reports, you will be taken to the reports menu. Select Activity completion access the report.

Reports

Accessibility report

Recent Activity

Logs

Live logs

Activity report

Course participation

Activity completion

Statistics

Event monitoring rules

If you have set the Activity Completion settings, this report will indicate completion information for each student in the course for each assignment and resource using the settings.

Activity completion

Include All activities and resources Activity order Order in course

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

		Syllabus	Attendance	Demo 1
First name / Last name	Email address			
CLT Student001	cltstudent001@my.occc.edu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CLT Student002	cltstudent002@email.occc.edu	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CLT Student003	cltstudent003@email.occc.edu	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Download in spreadsheet format \(UTF-8 .csv\)](#)

[Download in Excel-compatible format \(.csv\)](#)