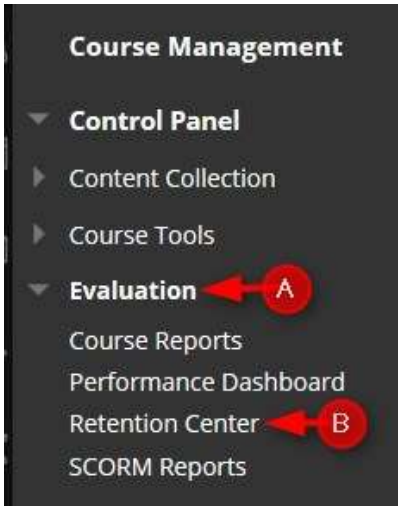


Understanding Retention Center Activity

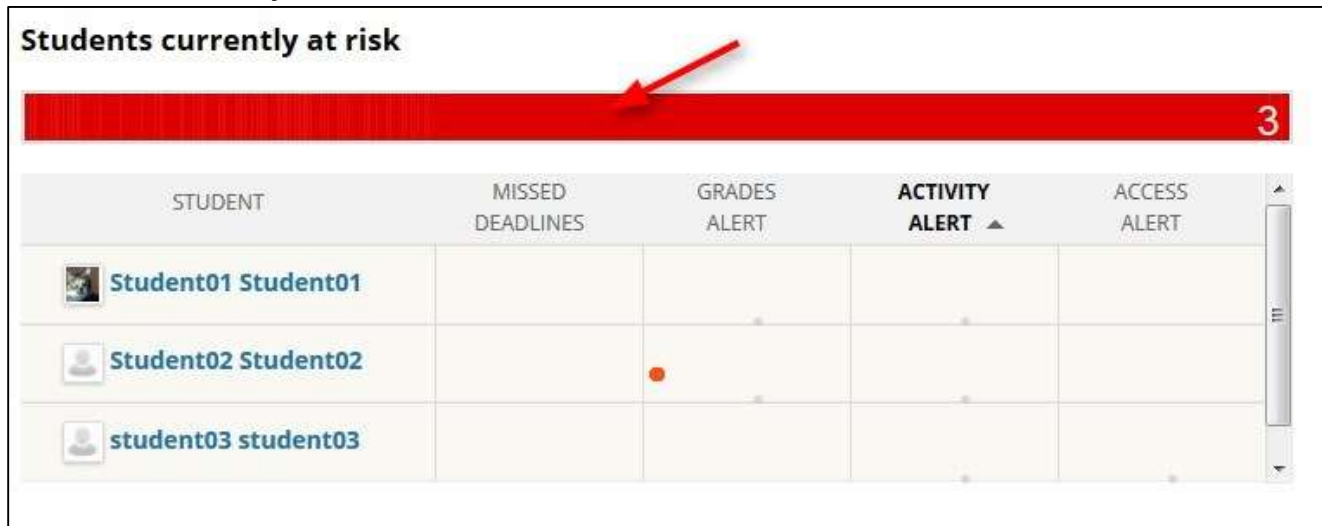
The Retention Center helps you discover which students in your course are at risk. You can communicate with struggling students and help them take immediate action for improvement. You can also keep track of patterns over time.

Directions:





1. Enter your course
2. Click **Evaluation** and then **Retention Center**



3. **Students currently at Risk.** Click the **red bar** to see a breakdown of the risks



The screenshot shows a table titled "Students currently at risk". At the top of the table is a prominent red horizontal bar with the number "3" on the right side. A red arrow points to this bar. Below the bar is a table with the following columns: "STUDENT", "MISSED DEADLINES", "GRADES ALERT", "ACTIVITY ALERT", and "ACCESS ALERT". The table contains three rows of student data:

STUDENT	MISSED DEADLINES	GRADES ALERT	ACTIVITY ALERT	ACCESS ALERT
 Student01 Student01				
 Student02 Student02				
 student03 student03				

4. Breakdown of risks: **Missed Deadline**. Click on the **number on the risk bar** and then click the **number on the popup message** to see more details. **NOTE: You can see more information on any risk factor by clicking the header bar.**

The screenshot shows a section titled "Students currently at risk". At the top, there is a horizontal bar with three segments: a teal segment with the number "3", a pink segment with the number "1", and a grey segment with the number "2". A red circle labeled "A" points to the teal segment. Below this bar is a table with columns for "GRADES ALERT", "ACTIVITY ALERT", and "ACCESS ALERT". The table lists three students: "Student01 Student01", "Student02 Student02", and "student03 student03". A dark grey popup window titled "MISSED DEADLINES" is overlaid on the table. The popup contains the text "1 deadline has been missed by more than 1 day(s)" and a "Notify" button with a dropdown arrow. A red circle labeled "C" points to the number "3" in the popup. A red circle labeled "B" points to the "Notify" button. A red arrow points from the text "You can email the students" to the "Notify" button.

5. To view more details, **click the student's name**. You can close the window by clicking the "x"

The screenshot shows a detailed popup window titled "3 Student(s) Meeting Rule". At the top right, there is a close button (an "x" in a circle) with a red arrow pointing to it and the text "Click to close window". Below the title, there is a grey box containing the text "1 deadline has been missed by more than 1 day(s)". Underneath, there is a section titled "Select students to notify" with a list of three students, each with a checked checkbox and a profile picture icon: "Student01 Student01", "student03 student03", and "Student02 Student02". A red arrow points from the text "Click to view more details" to the name "Student01 Student01". At the bottom right of the popup, there is a button labeled "Notify Selected" with a dropdown arrow.

6. Retention Status

1. You can monitor the student
2. You can email the student. All emails sent from the retention center will go to the student's Stark State gmail account. Instructor will receive a copy in Microsoft Outlook and a copy will be retained in this window.
3. Instructor can **"Add a Note."** This is an internal note that only the instructor can see.

Retention Status

Student01 Student01 **AT RISK**

1 Monitor 2 Notify

Risk Factors

The student is at risk in these two risk factors.

MISSED DEADLINES 2 item(s) 1 deadline has been missed by more than 1 day(s)

GRADES ALERT 91.93% 16.67% above average

ACTIVITY ALERT 158% above average

ACCESS ALERT 6 day(s) ago Last access more than 5 day(s) ago

show all rules

Notification History 3 Add a Note

No communications yet...
Notifications to students and notes will appear here.

7. Your Course Activity. You can see your activity, items that need grading, and interaction & collaboration activities that need your attention.

Your course activity Last login: Mar 15, 2017 @ 11:08 AM

ASSESSMENT *i*

Wednesday Assignment *1*
55 day(s) pending

Click the assignment to go to the Needs Grading area.

INTERACTION & COLLABORATION *i*

Discussion Board *2*
Last activity 89 day(s)

Blogs *0* *0*
No activity yet

Journals *0* *0*
No activity yet

Groups *2*
Create a group

LEARNER SUPPORT *i*

Announcements posted: **19**

Last posted on Jan 18, 2017:

Hello Everyone!!

****Important Announcement about the College Resources Digital Scavenger Hunt Assignment in Week #1****