



Interpreting System Reports

A Blackboard Learning Services Tip Sheet

Overview [Blackboard Learning System \(Release 6\)](#) reports can be configured to measure system adoption, usage, depth of usage, capacity and activity planning, organizational usage and demographics, student usage and performance tracking. Release 6 features a separate systems database for systems reporting, as well as customizable report templates. By keeping the systems database separate, Blackboard System Administrators can run complex reports without affecting the system's performance.

This overview is designed for System Administrators who will be reviewing the reports available in the Enterprise Edition of the [Blackboard Learning System \(Release 6\)](#). Advanced System Reporting is not available in the Basic Edition.

Report Types The four out-of-the-box reports that come with the Learning System are:

- 1) Overall Summary of Usage
- 2) User Statistics
- 3) Course Statistics
- 4) Site Page Views

Crystal Reports Templates

The [Blackboard Learning System \(Release 6\)](#) includes eight Crystal Reports™ templates which can be accessed by choosing Advanced System Reporting from the System Administrator Tab. Crystal Reports™ templates enable out-of-the-box reports that can be downloaded, modified, and tailored for an institution's needs. Your institution will need a license for Crystal Reports™ software to use the templates.

The screenshot shows the Blackboard interface for System Reporting. At the top, it says "Blackboard Valley School District" and "Behind the Blackboard Blackboard K-12 Solutions". There are navigation tabs for "Home Room", "My Classes", "Organizations", "Standards", and "System Admin". The "System Admin" tab is selected. Below the tabs, there is a breadcrumb trail: "ADMINISTRATION PANEL > SYSTEM REPORTING". The main heading is "System Reporting". There are four expandable sections:

- Standard System Reports**: Generate and view standard system reports covering your entire system.
- Advanced System Reporting: Sample Templates**: Download sample report templates.
- Auto-reporting Options**: Enable / Disable the auto-reporting features.
- Send System Statistics to Blackboard**: Send an e-mail to Blackboard with your system statistics.

An "OK" button is visible at the bottom right of the page.

**Obtaining
Crystal
Reports™**

See <http://www.crystaldecisions.com/> for more about these reporting tools and licensing options. From the website, a single user license for Crystal 9 without support is \$495. There are more expensive versions available; the benefits of those should be discussed with a Crystal Decisions representative.

**Report
Templates
Available**

The report templates that are immediately available with the Learning System are:

1) Course_Access_Department_chart

Displays a pie chart noting course access by Department name (as identified in the user account creation process). User selects start and end dates for the report.

2) Course_Availability_chart

Displays a pie chart noting number of available and unavailable courses on the system along with a total count of courses on the system.

3) Module_Access_Course_Role_chart

Displays a pie chart noting module access by Course Role. User selects start and end dates for report.

4) Tool_Access_Course_Role_chart

Displays tool access data by Course Role. User selects start and end dates for report.

5) Tool_Access_Instructor_chart

Displays pie chart noting tool access for users with the Course Role of Instructor only. User selects start and end dates for report.

6) Tool_Access_Instructor_Department_chart

Displays tool access data by department for users with the Course Role of Instructor only. User selects start and end dates for report.

7) Tool_Access_Portal_Role_chart

Displays tool access data by Portal Role. User selects start and end dates for report.

8) Tool_Access_Student_chart

Displays pie chart noting tool access for users with the Course Role of Student only. User selects start and end dates for report.

**Custom
Reports**

Blackboard does not have a formal resell agreement with Crystal Decisions. If you don't wish to use Crystal Reports™, you can use any reporting product that has ODBC access to a SQL database. However, Blackboard can help you purchase Crystal Reports™ if need be, and Blackboard Global Solutions can build additional report templates to meet a your unique reporting requirements.

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