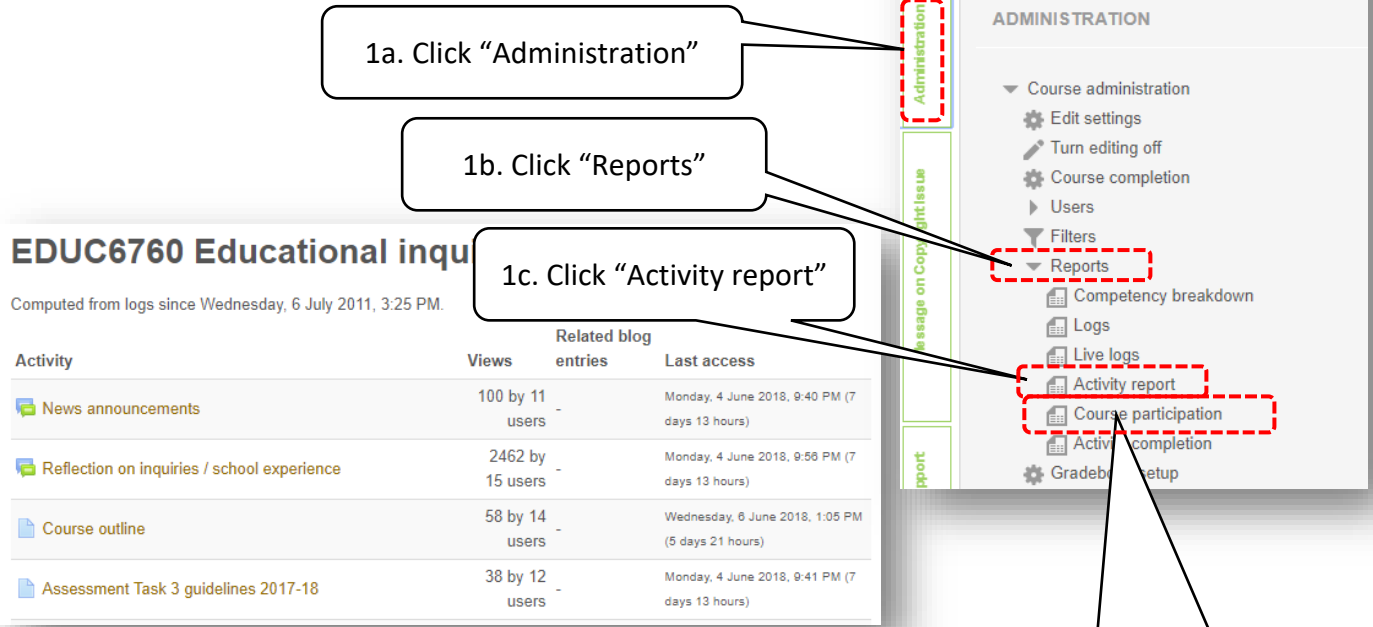


Using Moodle Report for checking forum (based on HKU Moodle version 3.2.3)

1. Please log in the HKU Moodle at <http://moodle.hku.hk/> and visit your course. Clicking on “Administration -> Reports -> Activity Report” under the course administration box will give you a brief counting of the user participation.



1a. Click “Administration”

1b. Click “Reports”

1c. Click “Activity report”

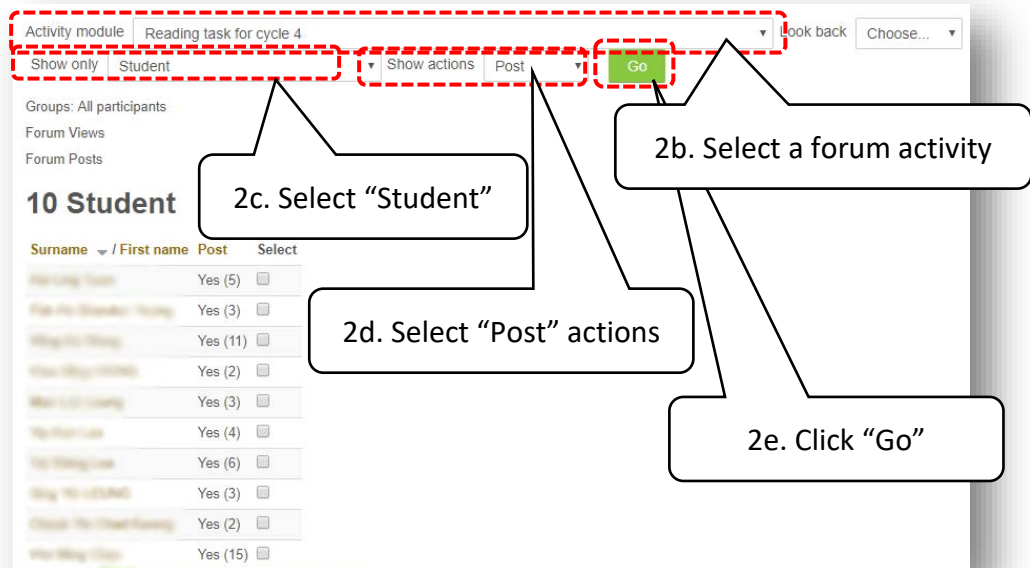
EDUC6760 Educational inquiry
Computed from logs since Wednesday, 6 July 2011, 3:25 PM.

Activity	Views	Related blog entries	Last access
News announcements	100 by 11 users	-	Monday, 4 June 2018, 9:40 PM (7 days 13 hours)
Reflection on inquiries / school experience	2462 by 15 users	-	Monday, 4 June 2018, 9:56 PM (7 days 13 hours)
Course outline	58 by 14 users	-	Wednesday, 6 June 2018, 1:05 PM (5 days 21 hours)
Assessment Task 3 guidelines 2017-18	38 by 12 users	-	Monday, 4 June 2018, 9:41 PM (7 days 13 hours)

2. Instead of view count, if you are looking for the forum post count, then you can click on the “Course participation Report” from the course administration box.

2a. Click “Course participation” report

You can select a forum activity in the “Activity module”, “Student” from “Show only”, “Post” from “Show actions” and click on “Go” to view the number of messages students posted in the forum selected.



2b. Select a forum activity

2c. Select “Student”

2d. Select “Post” actions

2e. Click “Go”

Activity module: Reading task for cycle 4

Show only: Student

Show actions: Post

Go

Groups: All participants

Forum Views

Forum Posts

10 Student

Surname / First name	Post	Select
...	Yes (5)	<input type="checkbox"/>
...	Yes (3)	<input type="checkbox"/>
...	Yes (11)	<input type="checkbox"/>
...	Yes (2)	<input type="checkbox"/>
...	Yes (3)	<input type="checkbox"/>
...	Yes (4)	<input type="checkbox"/>
...	Yes (6)	<input type="checkbox"/>
...	Yes (3)	<input type="checkbox"/>
...	Yes (2)	<input type="checkbox"/>
...	Yes (15)	<input type="checkbox"/>