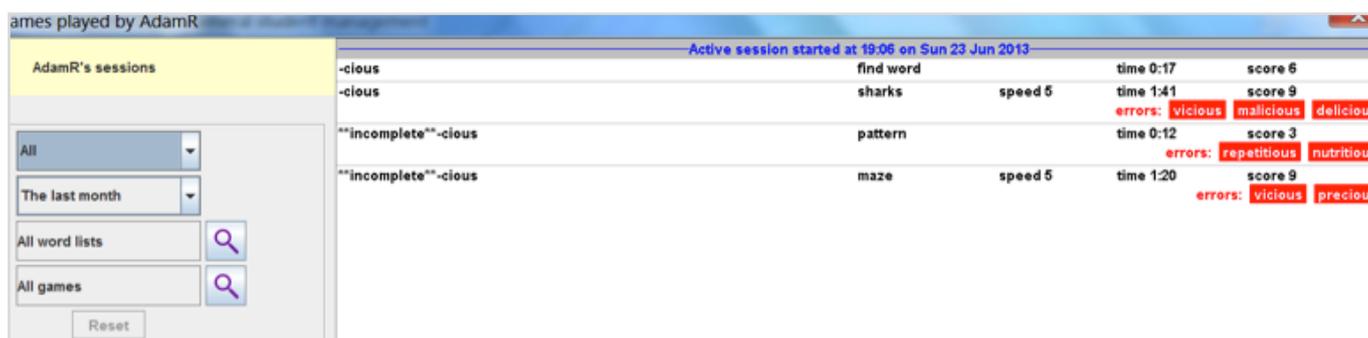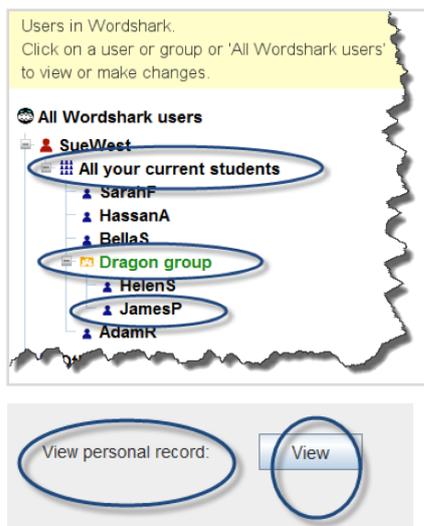# Viewing student progress records

All student records – not just for set work – are kept automatically. You can look at these in full, including the words in which errors have been made.

Click to highlight the student's name, or group name (or even *All your current students*).

In the right hand panel find *View personal record* and click on *View*.
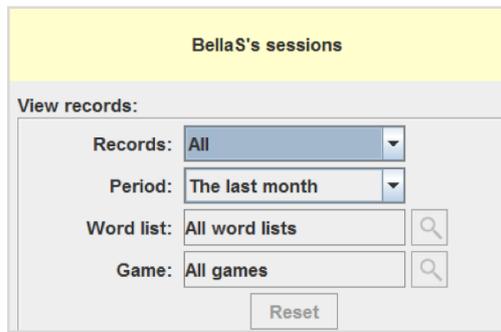

The viewing-records screen

Records give you a good read-out of how each session is spent – total time of the session, which games have been played, how long each took and what mistakes were made. This is especially important if you have not set work.

Word lists chosen	Are they relevant for your student?
Games played	These are listed – are they relevant to the work the student should be doing? If you are not sure, find them on the games screen and decide whether they are relevant or not, to what you want your student to practise. If you need to check a game's educational content quickly: with *'Help'* switched on, hover over the games icon/slide towards on touch screens. A description will pop up.
Completed games	If games are marked as 'incomplete' it is important to check the reason for this with the student.
Errors made	These are shown in red – and where relevant – the words that produced the errors. Is there a pattern to the errors – is further practice needed? If too many errors, consider an easier word list.
Games played repeatedly	If certain games are played repeatedly – check that they are relevant and that they show progress (with reduced errors and time taken). If you feel the games are not relevant to your student, you can consider excluding them for a while under 'universal settings'.
Time the game has taken	A common-sense approach is needed here with knowledge of the student and of the game and word list in question.
Peeps	If used repeatedly – there should be a fall-off, showing the student is gaining confidence and showing progress.
Score	Comparing like with like – score for the same word list and game should show progress. If a game and topic combination is played earlier and then later (either as directed or as set work), a comparison can be made and exported to Excel. The use of the date and game filter is useful for this – as described below.

The default is to show **all** the records but you can also search by time period, or by word list and/or by game. The last two are useful if you want to see whether there is progress between the first time and later attempts at a given word list with, for example, a game such as *Spelling test*.

BellaS's sessions

View records:

Records: All
Period: The last month
Word list: All word lists
Game: All games

Reset

Viewing your own record
Users can look at their own records at any time – under *Actions\View own records*.

The Woods School

BellaS Actions Work Help (F1)

Add own word lists

Print current word list ▸

📄 View own records