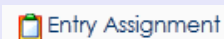


How to print entry dates for students completing an entry assignment on Moodle.

Anyone with Instructor level access can retrieve this information and the process is different depending on what the entry assignment is.

If the entry assignment is a Moodle "Online Text, Single Upload File, or Advanced Uploading of Files Assignment" follow these directions:


Click on the actual assignment in Moodle. The icon should look like an upright clipboard.



Please upload your two page paper here.

Upload a file (Max size: 10MB)

[View 3 submitted assignments](#)



Click on the link in the upper right hand side of the screen that shows the submissions to the assignment.

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
Surname : 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

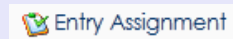
First name / Surname	Grade	Comment	Last modified (Student)	Last modified (Teacher)	Status	Final grade
Moodle Test01	99 / 100	Excellent! ...	Chapter_9_Graphing_Worksheet.doc Monday, 6 February 2012, 01:25 PM	Monday, 6 February 2012, 01:30 PM	Update	99.00
Moodle Test02	96 / 100	Great Job!	Syllabus.doc Monday, 6 February 2012, 01:45 PM	Tuesday, 22 May 2012, 01:21 PM	Update	96.00
Moodle Test03	-		140_schedule_-_SUM07.doc Monday, 26 September 2011, 11:35 AM		Grade	-

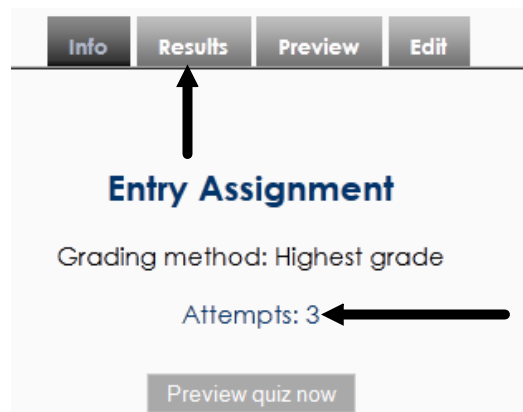
Printing this screen will capture both the date the student submitted and the date the instructor graded it. There is a column for student and teacher.

Use your browser's menu to locate the print option to print the entire screen.

If the assignment is a Moodle "Quiz," then follow these directions:


Click on the icon for the quiz or test. It should look like a slanted clipboard with a green check mark on it.





Click on the area where it says Attempts or the tab that says Results. Clicking on either will take you to the same place.

		First name / Surname	Started on	Completed	Time taken	Grade/100	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
<input type="checkbox"/>		Moodle Test01	24 July 2012, 02:13 PM	24 July 2012, 02:13 PM	55 secs	60	10/10	10/10	10/10	10/10	10/10	0/10	0/10	10/10	0/10	0/10
<input type="checkbox"/>		Moodle Test02	16 October 2011, 11:25 PM	16 October 2011, 11:27 PM	1 min 27 secs	40	10/10	10/10	10/10	0/10	0/10	0/10	0/10	0/10	10/10	0/10
<input type="checkbox"/>		Moodle Test03	24 July 2012, 02:15 PM	24 July 2012, 02:16 PM	21 secs	40	0/10	10/10	10/10	0/10	0/10	10/10	0/10	10/10	0/10	0/10
		Overall average				47	7/10	10/10	10/10	3/10	3/10	3/10	0/10	7/10	3/10	0/10

[Select all / Deselect all](#)
[Delete selected attempts](#)
[Download in ODS format](#)
[Download in Excel format](#)
[Download in text format](#)


This screen can be printed which shows the completion date for each student's attempt. If you prefer, you can download the following data into an excel document before printing.

	A	B	C	D	E
1	Name	Started on	Completed	Time taken	Grade/100
2	Moodle Test01	24 July 2012, 02:13 PM	24 July 2012, 02:13 PM	55 secs	60
3	Moodle Test02	16 October 2011, 11:25 PM	16 October 2011, 11:27 PM	1 min 27 secs	40
4	Moodle Test03	24 July 2012, 02:15 PM	24 July 2012, 02:16 PM	21 secs	40

Here is an example of the same data in an excel document. You may also print the document.