



June 2024

Reporting journey updates

Update: for teachers

What's new?

- We are introducing a new, dedicated teacher 'Reports' page, where users will trigger and then download reports, once they are generated.
- Report readiness emails will be replaced with Cambridge One notifications, keeping the full journey within the platform.
- The teacher journey will be aligned with administrator experience, which already includes a dedicated Reports tab.

The benefits

Previously, teachers used to download full-class duration reports (from the beginning) instantly, while for specific time-range reports (custom date range) they received an email notification when the report was ready to download.

The new teacher reporting journey means all reports are now accessible in Cambridge One and eliminates dependency on emails.

How does it work?

- Go to the class page, choose 'Actions', then 'Manage reports'.

The screenshot shows the 'Bolt-on Class' interface for 'Manila QA Test School' (Apr 30, 2022 - Jul 31, 2024). The class key is '39th-7W67'. The page has tabs for 'Class data', 'Assignments', and 'Materials'. A 'Marking' button is visible. Under 'Class performance', there are four metrics: Average completion (11%), Gold medals (17), Average score (62%), and Average time spent (0h 16m). A dropdown menu is open under 'Actions', with 'Manage reports' highlighted.

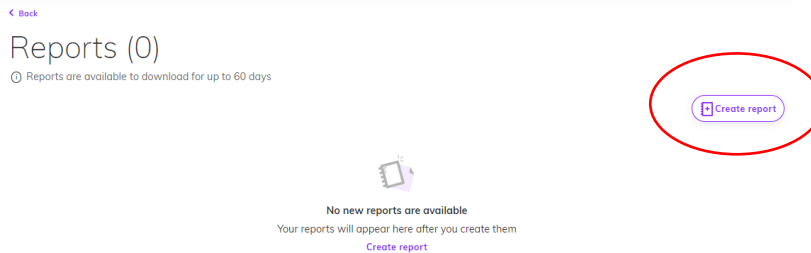
Cambridge One

Update

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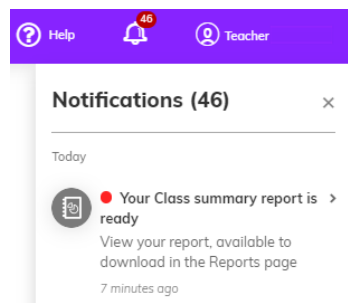


- Click 'Create report'.



- Choose from six report types and submit your request. The reports will be downloaded as CSV files.

- You will receive a Cambridge One notification when the report is ready.



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- The reports page will show progress of any reports you've asked for, like this:
 - 'Preparing' means we're working on it.
 - 'Download' means your report is available.
 - 'Failed' means that we haven't been able to generate your report. You can view the details of the errors and remove the report from the list.

Reports (3)

① Reports are available to download for up to 60 days

Report type	Date range	Date created	
Class all data New	Feb 21, 2024 - Feb 27, 2024	Feb 27, 2024	Preparing
Assignments summary New	All student data (up to - Feb 27, 2024)	Feb 27, 2024	6.5 KB Download
Class summary New	All student data (up to - Feb 27, 2024)	Feb 27, 2024	Failed

To try this feature, visit cambridge.org/one