Retention Center: An Overview

Retention Center is a tool that provides an easy way to view which students in your course are at risk. Based on rules that are already set and rules you create, students' engagement and participation are visually displayed, which quickly alert you to potential risk. From the Retention Center, you can communicate with struggling students and help them take immediate action for improvement.

To access the Retention Center:

1. Click on the drop down arrow on the evaluation tab under the Control Panel

2. Click on the Retention Center tab.
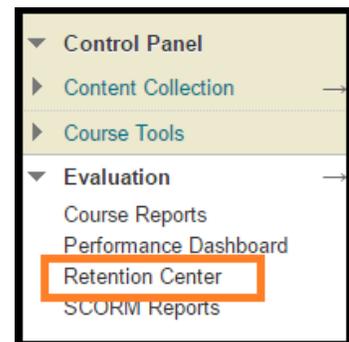
Retention Center

The retention center page displays a color bar which shows you how many students are at risk in certain categories. You can click on any color on the bar to view the alert box, it includes the rule that was triggered and the number of students triggering the alert. The number that can be clicked on, which will display a list of the students triggering the alert.
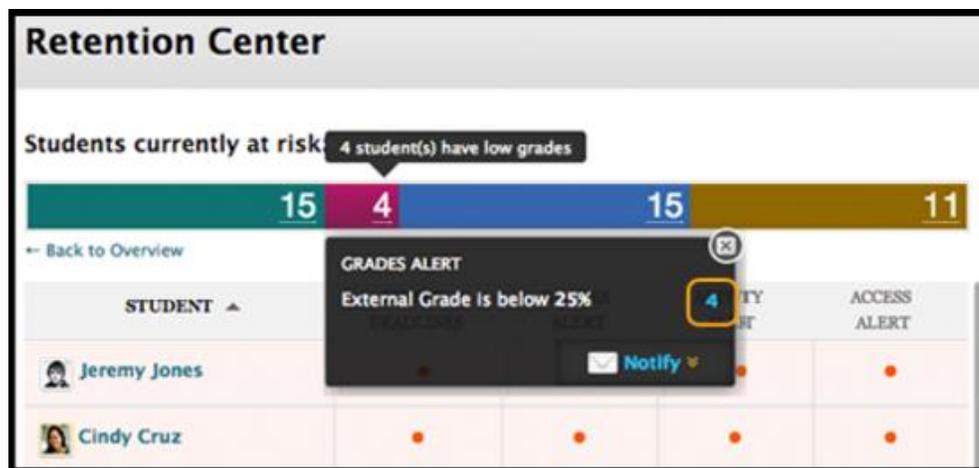
The retention center also includes an At-Risk Table. The table displays which students are at risk in one or more of the four categories. The table is sorted by most at-risk students and then alphabetically. The

red dot is an indicator for which category the student is at risk for. You can click on the red dot for more information, to email the student, or to include them in the student monitoring section.

You can also click on a student's name to access their "Retention Status" page. The page includes their risk factors and the notification emails you have sent.