

Certifying Your Course Rosters

If this is an online course, you will first need to gather student activity from your online course. Enter your LearningZone course and follow the directions in the following image. If this is a face-to-face course, skip the following graphic.

1 Click "People"

Name	Login / SIS ID	Section	Role	Last Activity	Total Activity
Glenn Acheson	achesong	Test Course	Teacher	May 12 at 9:15am	24:14:09
DEREK LAW	lawd	Test Course	Teacher	Jun 2 at 2:52pm	00:05:48
Jane Student	JQS1002	Test Course	Student	May 20 at 1:50pm	01:02:11
John Student	JQS1000	Test Course	Student	May 20 at 1:52pm	

2 The "Last Activity" column will indicate the last time the student was in the course. If the cell is empty, the student has not entered the course.

Log in to DragonZone

EMPLOYEE

Dashboard

Employee

Courses

DragonDocs

Employee Info

Finances

Resources

Campus Life

Certification

Macroeconomics EC100 810

CERTIFICATION COMPLETE

WHY DO I NEED TO DO THIS?

WHEN CAN I CERTIFY MY COURSE?

WHAT IF I HAVE STUDENTS?

INSTRUCTIONS:

This course was certified on 06/01/2016

Section Options:

Roster

Section Details

Certification

Syllabus

Instructor Sheet

Outcomes Reporting

Analytics

Modification History

Learning Zone

- Navigate to your course
- Select Certification in the right menu

***If you are teaching an ITV course you will need to certify the roster in the course in DragonZone.*

In LearningZone

EC100 816182S > Modules

SPRING 2019

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Help and Resources

Roster Certification

Grade Posting

Recent Announcements

Welcome!

Hello Everyone, Welcome to Macroeconomics

Posted on: Jan 22, 2019 at 12:46pm

View Progress

+ Module

Get Started

Complete All Items

(keep unpublished) Start of the Semester Checklist for Instructors

- Select Roster Certification from the left menu
- Your Roster Certification will appear in the window

EC100 816182S > Macroeconomics - EC100 816182S

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