

Blackboard: Retention Center

The Blackboard Retention Center is an easy way to track at-risk students in your course. Retention Center provides a simple data visualization of pre-configured rules for identifying at-risk students. With this tool, blackboard automatically notifies instructors of students that may need extra attention based on four alert categories: Missed Deadlines, Grade Alerts, Activity Alerts, and Access Alerts.

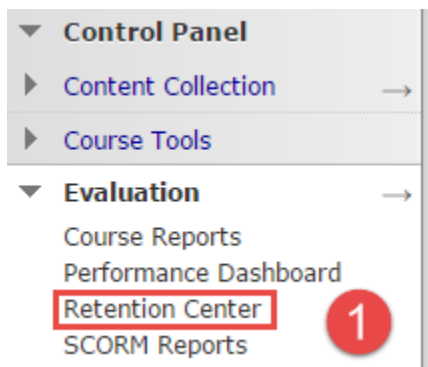
Learning Objectives

After participating in this session, you will be able to:

- Access the Retention Center and interpret the data provided by the tool.
- Monitor and track student activity via the Retention Center tool.
- Notify at-risk students.
- Create customized rules in the Retention Center.

Accessing the Retention Center and Interpreting the Data

1. On the **Control Panel**, click **Evaluation** and then select **Retention Center** from the expanded menu.



2. Now, we see the **Students Currently at Risk** displayed in the **Retention Center**.

Retention Center

Students currently at risk **2**

STUDENT ▲	MISSED DEADLINES	GRADES ALERT	ACTIVITY ALERT	ACCESS ALERT
 Allison Lanthrum

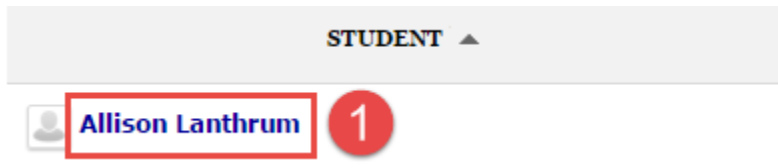
By default, blackboard determines risk based on four criteria. As an instructor, we can edit the parameters of these criteria and/or create our own rules for determining risk. The four factors blackboard uses by default are:

- **Deadline Rule** – 1 deadline missed by more than 0 days.
- **Grade Rule** – External grade is 25% below the class average.
- **Activity Rule** – Activity in the last week is 20% below the class average.
- **Course Access Rule** – Last access is more than 5 days ago.

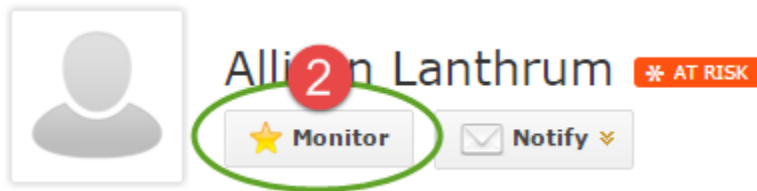
Monitoring Individual Students

In the Retention Center individual students can be selected for monitoring. When monitoring individual students, information will be displayed regardless of whether or not the student(s) meet the determined risk criteria. To monitor individual students:

1. Click on the specific **student's name** in the **risk table**.



2. From here, click the **Monitor** button below the student's name.



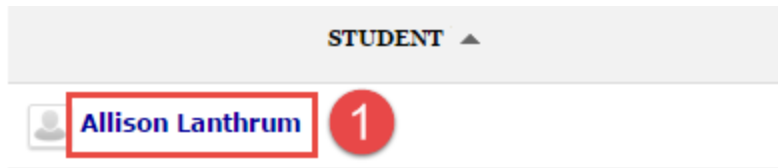
3. Once a student has been selected for monitoring, risk factors will be displayed for that student on the right-hand side of the **risk table** under **Students you are monitoring**.

Students you are monitoring

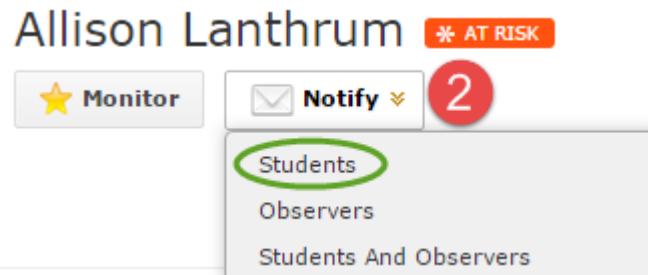


Notifying At-Risk Students

1. From the **risk table** click on the **student's name** that you wish to notify.



2. Now, click the **Notify** button below the student's name, then choose **Students** from the menu.



3. The **Send Notification** screen now appears. To send a notification to the selected student, complete a personalized message and then click **Submit** to send the notification.

Send Notification

EMAIL INFORMATION

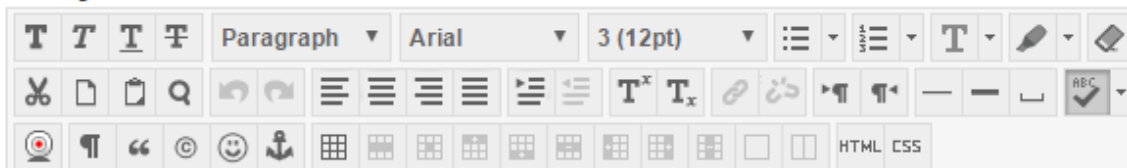
To Lanthrum, Allison

Additional Recipients (bcc)

From Timothy Sweeney

Subject 175158/TLC16 Effective Facilitation (TANDL-0510-NET01):

Message



Your activity and performance levels have triggered an alert from this course. Please contact your instructor for details.

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Cancel **Submit**

Creating Customized Rules

1. On the **Retention Center** screen, click **Customize** in the upper right-hand corner.

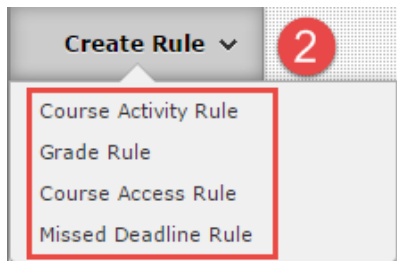
Retention Center

The Retention Center provides an easy way for you to discover which students in your course are at risk. You can communicate with struggling students and help them take immediate action for improvement. You can also keep track of patterns over time. [More Help](#)

1

Customize

2. Click, **Create Rule** and choose the type of rule you wish to create from the 4 rule types on the menu.



Here, we need to give the new rule a name, and define the criteria of the rule. (In this case, we are looking at a Grade Rule to alert the instructor of students that have less than 70% in the class.)

3. Complete the **Rule Name** and **Rule Criteria** sections of this screen and then click **Submit** to save the rule.

RULE INFORMATION

* Rule Name

Individual Grade Risk

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Rule Type

Grade

Included in Risk Table

Yes No

RULE CRITERIA

To define the score threshold for a particular Grade Center item, first select the item from the drop-down list.

* Select Grade

Monitor Final Grade
 Monitor Specific Item

* Define Criteria

Set Grade Value
Grade is
 Use Average Grades

Click **Submit** to proceed. Click **Cancel** to go back.

Cancel

Submit

