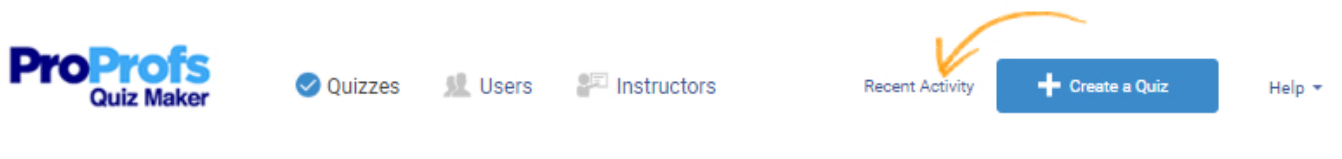


# How to View Recent Activity Reports of Your Users

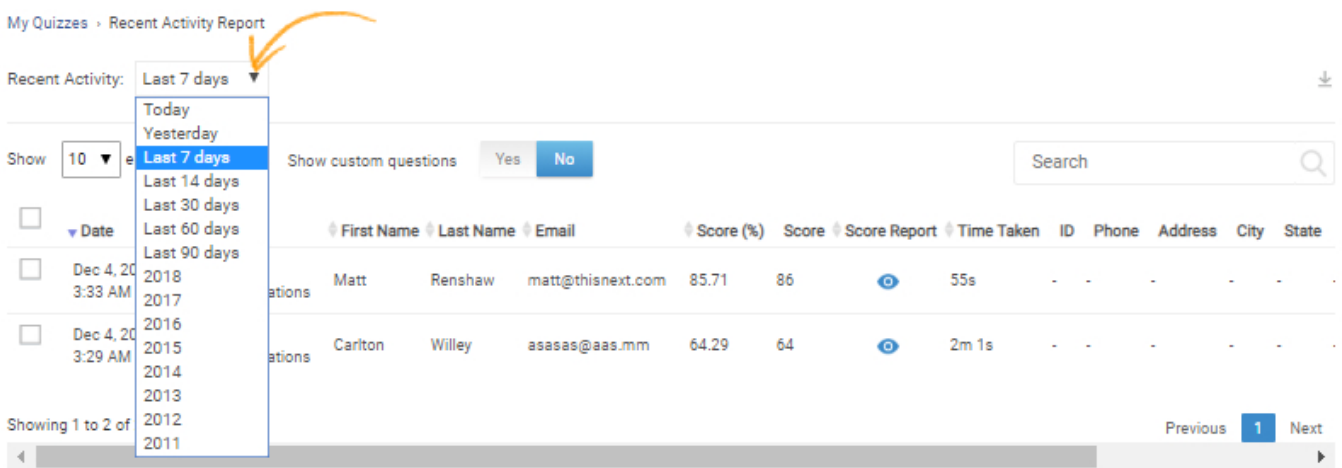
The recent activity report is a consolidated report for all activities across all of your quizzes. It helps you track a learner across all [quizzes](#) or track activity by any common field across all your quizzes. Read [recent activity reports](#) to learn more.

Here's how you can access the recent activity reports for your quizzes:

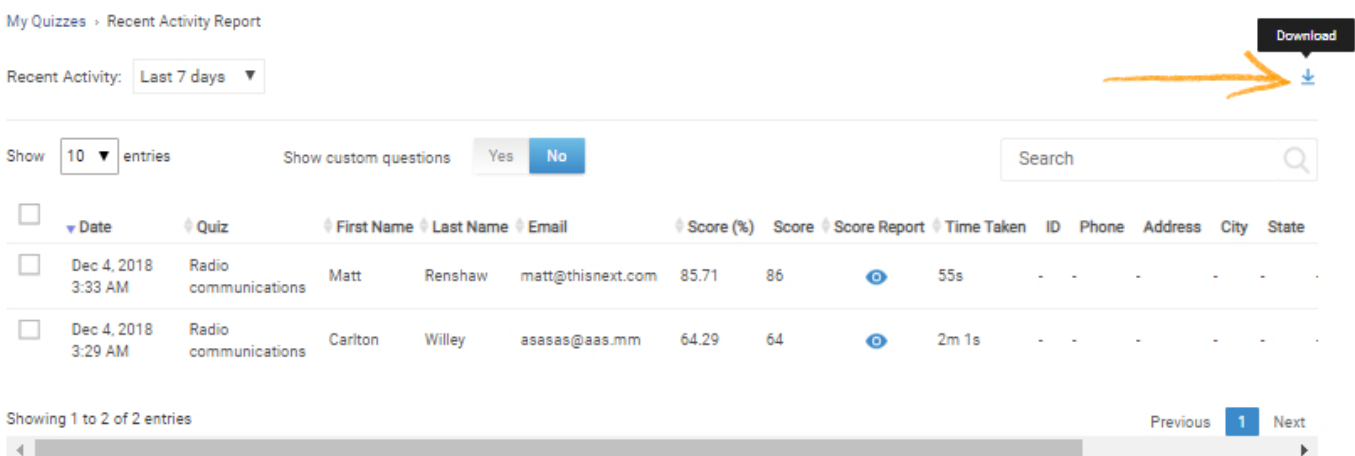
**Step 1.** Go to your quiz dashboard and click on “Recent Activity.”



**Step 2.** Select from “Recent Activity” drop-down menu to view daily, weekly, monthly or yearly reports.



**Step 3.** Click “Download” to view the report as Text or Excel.



### Related Articles:

[What Are Advanced Progress Reports?](#)

[How to View Time Taken per Quiz and per Question](#)

[What Is Grade Book Report?](#)