

February 17, 2017
Product Release Notes

NEW

Brainshark Coaching

Summary Reports

- Cadmins are able to access three Coaching Summary Reports (Challenge Summary, Participant Summary, and Reviewer Summary) within the Brainshark Reporting module. For all three reports, users can select when to run the reports, the date range of the reports, and the format of the reports. The following details specific information captured in the reports:
 - **Challenge Summary Report**
Key questions that can be answered:
 - Which challenges have the highest participation rate?
 - What challenges have the highest / lowest scores? In which areas are the reps most prepared?
 - Are participants actively providing peer feedback?

Data Elements

Column Name	Definition
Challenge Name	The name of the challenge
Challenge ID	The unique identifier for the challenge
Creator First Name	The Challenge Creator's first name
Creator Last Name	The Challenge Creator's last name
Creator Email	The Challenge Creator's email address
Created Date	The date on which the challenge was created
Number of Participants	The number of users who received invitations to participate in the challenge
Number of Submissions (Excluding Versions)	The number of challenge submissions (excluding versions); as an example, if Joe creates 3 submissions for a particular challenge, the value counted in this column is 1, not 3
Response Rate	The number of challenge submissions divided by the number of participants
Number of Submissions Reviewed (minimum one completed review)	The number of challenge submissions that have received at least one review
Percent of Submissions Reviewed	The number of challenge submissions reviewed divided by the number of submissions
Reviewers Assigned	The number of reviewers assigned to this challenge
Reviews Completed	The number of reviews that have been completed across all reviewers

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Column Name	Definition
Reviews without Criteria Feedback	The number of reviews that only included ratings and did not include any written feedback
Average Score	The average score across all reviews
Number of Peers Posting Comments	The number of users who have posted peer feedback
Number of Peer Comments	The number of peer comments submitted

○ **Participant Summary Report**

Key questions that can be answered

- Which participants are responding to challenges?
- What are participants' average scores across challenges?
- Are participants actively leaving feedback for their peers?

Data Elements

Column Name	Definition
Participant Name	The name of the participant
Number of Challenge Invitations	The number of challenge invitations issued to that participant
Number of Submissions (excluding versions)	The number of submissions (excluding versions) from that participant
Percent Completed Submissions	The number of submissions divided by the number of challenge invitations
Number of Submissions Reviewed (minimum one completed review)	The number of participant submissions that received at least one review
Percent of Submissions Reviewed	The number of submissions reviewed divided by the number of submissions
Total Number of Reviews Received	The total number of reviews received by the participant
Average Score	The average score of the reviews received by the participant
Number of Peer Comments Received	The number of peer comments that the participant received
Number of Peer Comments Submitted	The number of peer comments that the participant sent

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- **Reviewer Summary Report**

Key questions that can be answered

- How many reviews has each reviewer completed?
- What are the average scores that each reviewer provided?

Data Elements

Column Name	Definition
Reviewer Name	The name of the reviewer
Number of Assigned Challenges	The number of challenges that have been assigned to the reviewer
Number of Submissions Received	The number of challenge submissions that the reviewer has received
Number of Completed Reviews	The number of reviews that the reviewer has completed
Percent of Completed Reviews	The number of completed reviews divided by the number of submissions received
Average Score	The average score that the reviewer has provided across all of the reviews