

## Manage Early Warning System Rules (Early Warning System)



### Overview

Rules determine when the Early Warning System flags student performance. It is up to the Instructor to communicate the warning to the user through the Notification Log. There are three options for rules:

- **Grade Rule:** Identifies when student performance on an Assignment, Assessment, or manually graded item is equal to or below a certain level. It is also possible to set a Grade Rule that identifies when a user exceeds a performance level. This can be a useful tool for positive feedback.
- **Due Date Rule:** Identifies when a Student does not complete course work when it is due. A Due Date Rule can only be used to track an Assignment or Assessment created through the Blackboard Learning System. Due Date Rules cannot be created for manually graded items.
- **Last Access Rule:** Identifies the last time a Student accessed the course online.

Please keep in mind that rules are not constantly running in the background checking for events. Regularly refresh the Early Warning System to run the rules and check for events that will trigger a warning.

### Add rule

Follow these steps to add a rule.

1. Open the Control Panel.
2. Select Early Warning System.
3. Click Add Grade Rule, Add Due Date Rule, or Add Last Access Rule.
4. Enter a name and availability for the rule and then set the rule criteria.

### Modify rule

Follow these steps to modify a rule.

1. Open the Control Panel.
2. Select Early Warning System.
3. Click Modify for a rule from the list.
4. Change the rule information and criteria.

It is also possible to change the availability of a rule by selecting it, along with several other rules if desired, from the list on the Early Warning System page and then clicking Available or Unavailable from the action bar.

#### Remove rule

Follow these steps to remove a rule.

1. Open the Control Panel.
2. Select Early Warning System.
3. Select one or many rules from the list.
4. Click Remove. Confirm that the selected rules should be deleted.

#### Refresh Rules

Follow these steps to refresh rules.

1. Open the Control Panel.
2. Select Early Warning System.
3. Select one or more rules from the list.
4. Click Refresh from the action bar. The selected rules will be run and any events that trigger the rule will create a warning.

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