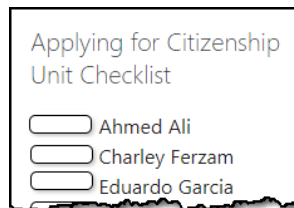


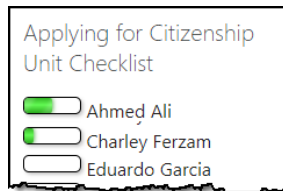
## Checklist Block

The *Checklist* block provides instructors with a snapshot of learners' progress in a unit; learners only see their own progress. Instructors using this block *re-configure* it to the current unit being studied by learners (instead of adding a new block for each unit). Instructors can reposition, hide and show the *Checklist* block in their courses.

At the beginning of a course, the *Checklist* block appears with clear/white (empty) progress bars.



Learners only see their own progress bar.



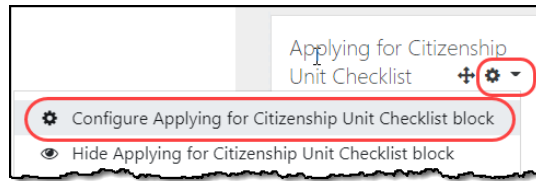
As activities in the unit are completed, the empty progress bars show green based on the percentage of activities completed.

## Reconfiguring a Checklist Block to a New Unit

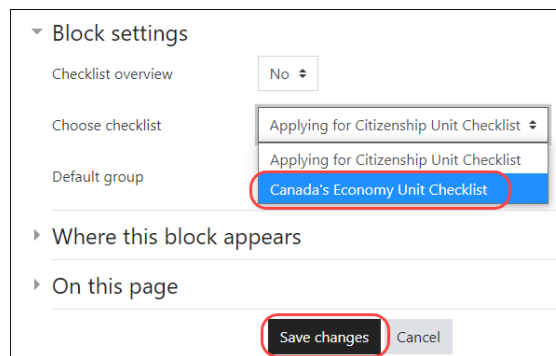
*Note: A checklist activity must be added to a course before the Checklist block can be configured (see Checklist file).*

Instructors must reconfigure the course *Checklist* block to each unit. In this example the Unit, "X" has finished. The instructor now reconfigures the *Checklist* block to the next Unit, "X."

1. With editing turned on, click on the *Actions Menu*, and choose the *Configure ...* option.



2. In the *Block Settings* section, choose the new checklist unit name, and then click on the *Save changes* button.



3. The reconfigured *Checklist* block now displays the new unit. Click on the *Turn Edit Off* button.