

Using the NEW Tutor.com Client Portal



The redesigned Tutor.com Client Portal offers a more intuitive, user-friendly experience, making it easier for Program Managers and instructors to access the information they need.

With an enhanced dashboard, improved navigation, advanced filtering options, and customizable reporting, users can quickly monitor student engagement, review program performance, access Early Alerts, and **export up to 365 days of data**—all from one centralized location.

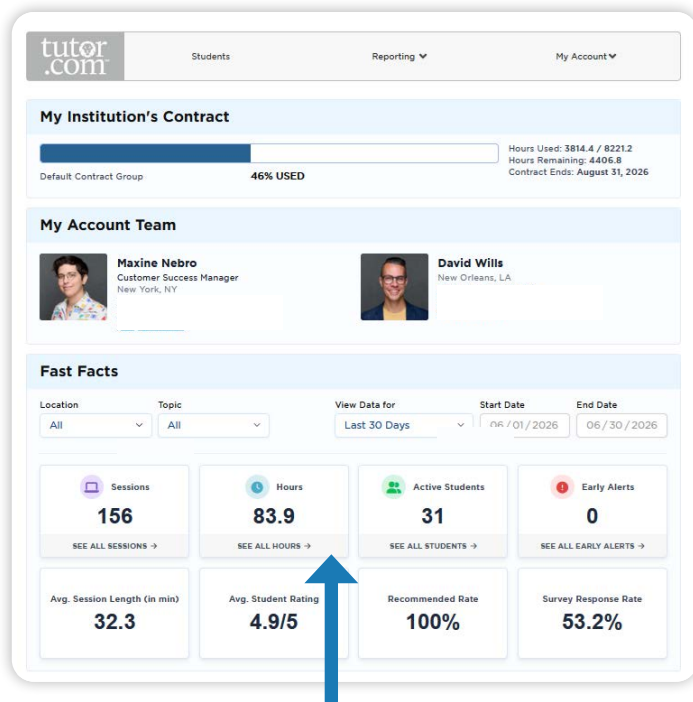
How do I access this data?

Program Managers:

Go to leo.tutor.com and log in using your Tutor.com administrative credentials or access via your institution's LMS.

Faculty/Instructors:

Log in via your institution's LMS.



**What is
new on my
Dashboard?**

Usage and contract information
has moved to the top of the
dashboard for easy reference.

Number of hours
is now under Fast Facts, in addition
to the previous Fast Facts data.

You have access to a variety of on-demand reports.

You can click the **Reporting** tab at the top of the dashboard to review reports on individual student sessions and global student usage.

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Students Reporting My Account

Individual Student Session

View data for: Last 30 Days Start date: 06/01/2026 End date: 06/30/2026

Location: All Topic: All

EXPORT

Location	User Id	Subject	Grade/Course ID	Center Name	Session
South Carolina State Library - Discus	14516721	Writing - Essay	9th	South Carolina State Library - Discus	06/04/2026
South Carolina State Library - Discus	14516721	Writing - Essay	9th	South Carolina State Library - Discus	06/04/2026
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South Carolina State Library - Discus	14516721	Writing - Essay	9th	South Carolina State Library - Discus	06/04/2026

You now have the ability to **edit/filter** these reports and **export** pulled report data for up to 365 days.

Reports can help identify which students are taking advantage of tutoring and could use extra help.

EXPORT

Export to CSV

Export to Excel

Search

- ☒ Location
- ☒ User Id
- ☐ Student First Name
- ☐ Student Last Name
- ☐ Student Email
- ☐ Student Username
- ☐ Tutor Display Name
- ☒ Subject
- ☒ Grade/Course ID
- ☒ Center Name
- ☒ Session Start Time
- ☒ Wait Time
- ☒ Length
- ☒ Playback
- ☒ Early Alert: Prerequisite Knowledge
- ☒ Early Alert: Content Mastery
- ☒ Early Alert: Unusually Long Session
- ☒ Early Alert: Frequent Subject Request

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Students

Reporting

My Account

Student Usage Report

View data for

Start date

End date

Current Term

06/01/2026

06/30/2026

Location

Topic

All

All

EXPORT

User Id	Location	Start Date	Subjects	Minute
5537421	Charleston County Public Library	03/18/2020, 01:34 PM	English and Language Arts - Literature	5
5537421	Charleston County Public Library	03/18/2020, 01:34 PM	Math - Basic Math	485
5537421	Charleston County Public Library	03/18/2020, 01:34 PM	Math - Elementary Math	32
5537421	Charleston County Public Library	03/18/2020, 01:34 PM	Science - Organic Chemistry	75
5537421	South Carolina State Library - Discus	03/18/2020, 01:34 PM	Writing - Essay	284
5537421	South Carolina State Library - Discus	03/18/2020, 01:34 PM	Social Studies - U.S. History	161
5537421	TTC Databases	03/18/2020, 01:34 PM	Writing - Essay	39
5537421	York County Library	03/18/2020, 01:34 PM	Writing - Essay	41
5537421	York County Library	03/18/2020, 01:34 PM	Math - Intermediate Statistics	729
7610768	South Carolina State Library - Discus	12/04/2021, 06:37 PM	Writing - Essay	262
7610768	South Carolina State Library - Discus	12/04/2021, 06:37 PM	Social Studies - U.S. History	101
8890856	York County Library	11/02/2022, 05:08 PM	Writing - Essay	25
13053731	Charleston County Public Library	06/02/2025, 05:39 PM	Science - Chemistry	664
13259700	South Carolina State Library - Discus	07/29/2025, 05:26 PM	Writing Review: Grades 7-12	22
13931840	Charleston County Public Library	11/24/2025, 03:10 PM	Reading - Reading - Middle School	31
14002025	South Carolina State Library - Discus	01/03/2026, 02:09 AM	Writing - Book Report	269

The student usage report breaks usage down by student, showing the number of sessions and number of minutes each student used in various subjects.

Data is returned for both the date range you specify and the lifetime of each student's account. **Data can be exported for up to 365 days.**

From the Dashboard, you can also add **tutoring minutes** for students if your program offers debit minutes.

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Students

Reporting

My Account

Student Search

+ ADD NEW ACCOUNT

Search for all existing accounts below. Leave Search Criteria blank and click SEARCH to view all students.

Search

Location

Status

First name, Last Name, Email

All

Active

SEARCH

Many results found!

First Name	Last Name	Email	Username	Location	Minutes	Expiration Date	Status	Action
Anastasiia	Kurbako		AKurbako	Seaport Demo Site	500	12/31/2026	Active	EDIT
Andrea	Nguyen		ANguyen	Seaport	500	12/31/2026	Ac	CANCEL
Artem	Kuliievych		AKuliievych	Seaport Demo Site	500	12/31/2026	Active	EDIT
Brad	Williams		williamsb	Seaport Demo Site	500	12/31/2026	Active	EDIT

Have questions or need support?

Contact your CSM or email clientsupport@tutor.com.