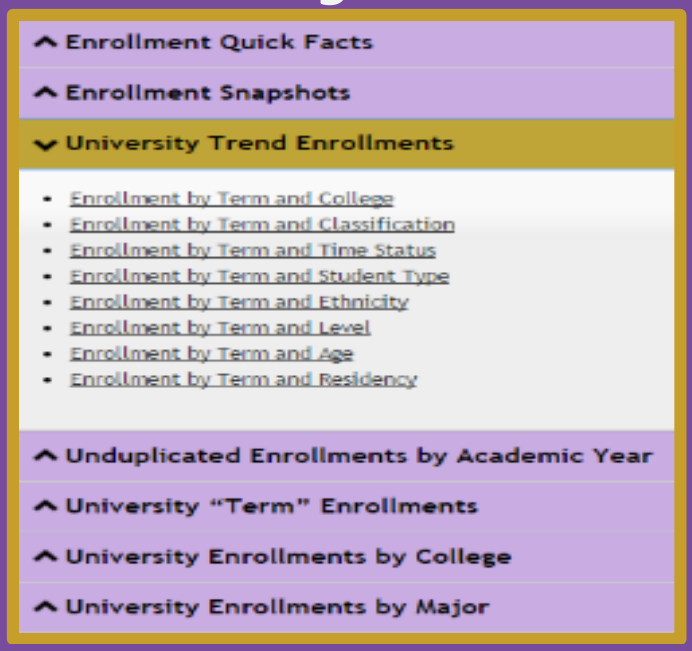
Coming Soon!

Dashboard Accordion



Life in the IR:
News You Can Use

Make Your Data Requests Online

Office of Institutional Research & Effectiveness
November/December 2015

IR: HELPING GUIDE DATA-BASED DECISIONS

www.pvamu.edu/ir

Recruitment/Retention Data

We are here to help you meet your recruitment and retention goals by providing the historical data you need to prepare future enrollment projections. In addition to specific data requested by academic units, we are proactively designing additional reports that will provide you with data to monitor the academic performance of current students.

Current Recruitment/Retention Reports

- Enrollment by Student Type
- Failure Warning Report
- International Students Report

The first two reports will be shared with college deans and administrators by email. All of the reports are available on the Institutional Reports share drive for easy access. The Interactive Dashboards are also excellent resources available to you 24/7 from any device with Internet access. The dashboards include 7 years (8 fall terms) of historical certified data to assist units in preparing future enrollment projections based on past trends.

Shared Reports Reminder

About 50 on-campus customers have access to several standard reports that will answer questions about enrollment and degrees without making a request. These reports are updated on a regular basis—most more than once a week. Every major unit has someone with access to these reports. If you need to know who has access in your unit, call IR at Ext. 2182 or email ire@pvamu.edu.

Use of Data Request Forms

Use of our Data Request Forms has **plunged** during the last two months. In September, only 46% of customers used the Data Request Forms to make their request. That percent dropped to 40% in November which means **60% of reports sent in response to requests came in by email, phone call, or walk-in.**

These statistics make it very difficult for us to efficiently and effectively serve the needs of all of our customers. The Data Request Forms provide us with a standard process for tracking requests from receipt to completion. Requests by other means are more likely to be lost, overlooked, or delayed. Some of you have experienced this recently.

> Requests submitted using the IR Data Request Forms are instrumental in helping us identify common trends in customer needs. That information is used to design standard reports to improve data services.

Please help us serve you better. Use the Data Request Form to make your request.

Three "NEW" Dashboards

We have added three new interactive dashboards that you will find very helpful in providing different types of information. All of these provide the flexibility to view data by college, department, or major.

- Quick Facts – provide users with graphic summaries of term enrollments
- Enrollment Snapshots – the same detailed information provided in the University PDF report with interactive options to generate a 14-page summary with a cover page for your unit.
- Enrollments by Major – enrollments by term at the major level for each department with options to filter.

We encourage you to use the dashboards to see the details that are possible.

Dashboard Access Makeover

Access to the dashboards will soon have a new look. As the number of dashboards increases, we want to keep the process simple so it is easy to find the data you need to answer your questions. With that in mind, access to the dashboards is undergoing a makeover. By the end of this semester, an individual link to every dashboard will be available in an "accordion style" layout (see above). We believe you will like it!

Email: IRE@pvamu.edu
Phone: 936-261-2188