

Registration Report Infographic Document

Registration Report Overview

This is meant to provide a simple overview of each page of the Registration Report. Each section offers:

- *A simple overview of the goals of each page*
- *A list of interactable slicers, filters, and interactable points*
- *A reference to the manual for more information (if applicable)*

The data for the Registration Report are refreshed daily with the previous day's data. For more information and questions, please reach out to the InformSU team at informsu@seattleu.edu.

Power BI General Tools and Tips Key

- Reset: Clear all the selections you have made in the report and go back to a clean slate
- Bookmark: Create a version of a page you can go back to anytime (Use a descriptive name!)
- Full Screen: Expand the view of the report to full screen for better visibility (found in the menu)
- Eraser: Clear your selections from a slicer (found in upper right-hand corner of slicer)
- Pages: The report page names displayed on the left of the report can be removed and accessed later

Power BI Slicer Key

- Pull Down: Brings down a list of options on click
- Slider: Adjust scanned values from both ends
- Rollover: Hover mouse over for more information
- Button: Click to activate / deactivate filter
- Jump: Click to follow to new page
- Toggle: Click to adjust filter
- Interactable: Click for action

Page: Academic Level Dashboard

This report dashboard captures current year (CY) and prior year (PY) registration headcounts for the full student population and undergraduate and graduate breakdowns. The CY Registered Headcount is compared to the current year goal in the CY % to Headcount Goal. The PY YTD and PY final registered counts are also compared to the PY's goal to give an indication of the registration trend from the current date to the date of the 10th day census.

Slicers

- None available

Data Visualizations

- Spreadsheet: All Students
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Undergraduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Graduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Law
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal

Page: Enrollment Status Dashboard

This dashboard goes one level deeper than the previous page in that it shows the undergraduate and graduate populations broken down by new and continuing students. The same headcount, goal, and proportion calculations are displayed for each population.

Slicers

- None available

Data Visualizations

- Spreadsheet: All Students
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Undergraduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Undergraduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Graduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate

- CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Law
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal

[Page: UG Strategic Populations Dashboard](#)

This dashboard focuses on specific groups of undergraduate students. New students are broken out into First Time in College (FTIC) Freshmen and Transfer/Post-Baccalaureate.

Slicers

- None available

Data Visualizations

- Spreadsheet: All Students
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New FTIC Freshmen
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Transfer / Post-Bacc
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Undergraduate
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal

[Page: GR Strategic Populations Dashboard](#)

The Graduate Strategic Populations view shows the school and enrollment status breakdown of all graduate students.

Slicers

- None available

Data Visualizations

- Spreadsheet: New Graduate - ASB

- CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate - ASB
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Graduate - CAS
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate - CAS
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Graduate - COE
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate - COE
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Graduate - CON
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate - CON
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Graduate - CSE
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Graduate - CSE
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: New Law
 - CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal
- Spreadsheet: Continuing Law

- CY Registered Headcount | CY Duplicated Budget Forecast Headcount Goal | CY % to Headcount Goal | PY YTD % to Headcount Goal | PY Final % to Headcount Goal

Page: Graduate Goal Detail

This page allows users to select their desired term group, school, and budget program group for graduate students. The matrix shows the hierarchy of schools and budget program groups which can be expanded or collapsed using the +/- icons on the left side of the visual and can be exported.

Slicers

- Toggle Slicer: Term
- Pulldown Slicer: School | Budget Program Group

Data Visualizations

- Spreadsheet: Graduate Goal Detail Spreadsheet
 - New Graduate CY Registered Headcount | New Graduate Goal | New Graduate % to Goal

Page: Goal Summary

This page is a combination of the four dashboard views in a matrix format. The same population breakdown is displayed in the row hierarchy on the left side of the visual. There are a number of additional values including the prior year YTD and final headcounts, additional comparison calculations and the prior year goal.

Slicers

- None available

Data Visualizations

- Spreadsheet: Goal Summary Spreadsheet
 - CY Registered Headcount | CY % to Headcount Goal | CY Duplicated Budget Forecast Headcount Goal | PY YTD Registered Headcount | PY Final Registered Headcount | PY YTD to Final Registered Headcount Difference | PY YTD % to Headcount Goal | PY Final % to Headcount Goal | PY YTD to Final Headcount Percentage Point Difference | PY Duplicated Budget Forecast Headcount Goal

Page: Student Headcount

This page allows users to see the full student population breakdown or home in on specific populations. The current and prior year dates are included above the matrix visual to make clear what date these data are “as of” since the PY YTD date is relative to the start of the term.

Slicers

- Toggle Slicer: Term
- Student Selections Slicer Panel

- Pulldown Slicers: Academic Level | Enrollment Status | Enrollment Status Detail | Class | Admit Status | School | Department | Academic Program
- Course Selections Slicer Panel
 - Pulldown Slicers: Course Academic Level | Offering School | Offering Department

Data Visualizations

- Spreadsheet: Academic Year Active Term Student Headcount
 - Academic Level Description | CY Registered Headcount | CY % to Headcount Goal | CY Duplicated Budget Forecast Headcount Goal | PY YTD Registered Headcount | PY Final Registered Headcount | PY YTD to Final Registered Headcount Difference | PY YTD % to Headcount Goal | PY Final % to Headcount Goal | PY YTD to Final Headcount Percentage Point Difference | PY Duplicated Budget Forecast Headcount Goal

Page: Student Credit Hours

The structure and functionality of this page is similar to the “Student Headcount” and “Headcount and Registered Credits by Department” pages but instead displays the sum of registered credit hours rather than the distinct count of registered students.

Slicers

- Toggle Slicer: Term
- Student Selections Slicer Panel
 - Pulldown Slicers: Academic Level | Enrollment Status | Enrollment Status Detail | Class | Admit Status | School | Department | Academic Program
- Course Selections Slicer Panel
 - Pulldown Slicers: Course Academic Level | Offering School | Offering Department

Data Visualizations

- Spreadsheet: Academic Year Active Term Credit Hours
 - Academic Level Description | CY Registered Headcount | CY % to Headcount Goal | CY Duplicated Budget Forecast Headcount Goal | PY YTD Registered Headcount | PY Final Registered Headcount | PY YTD to Final Registered Headcount Difference | PY YTD % to Headcount Goal | PY Final % to Headcount Goal | PY YTD to Final Headcount Percentage Point Difference | PY Duplicated Budget Forecast Headcount Goal

Page: Headcount and Registered Credits by Department

This report page is similar to the Student Headcount and Student Credit Hours Pages but instead displays the CY, PY YTD, and PY Final headcount and credit hour totals by offering department (i.e., any student who is taking classes in a given department regardless of their program). This page can also display the headcount and credits of students registered for courses in the same department as their program.

Slicers

- Toggle Slicer: Term
- Student Selections Slicer Panel
 - Pulldown Slicers: Academic Level | Enrollment Status | Enrollment Status Detail | Class | Admit Status | School | Department | Academic Program
- Course Selections Slicer Panel
 - Pulldown Slicers: Course Academic Level | Offering School | Offering Department

Data Visualizations

- Spreadsheet: Academic Year Active Term Student Headcount & Credit Hours
 - Offering Department | CY Registered Headcount | CY Registered Credits | PY YTD Registered Headcount | PY YTD Registered Credits | PY Final Registered Headcount | PY Final Registered Credits | PY YTD to Final Registered Headcount Difference | PY YTD to Final Registered Credits Difference

[Page: Budget Program Group](#)

This is a reference page to show the hierarchy of schools, departments, program budget groups, academic program codes, and descriptions. Since program budget groups may contain one or more academic programs, this can help with finding a program's grouping.

Slicers

- Student Selections Slicer Panel
 - Pulldown Slicers: School | Department | Budget Program Group | Academic Program Code | Academic Program

Data Visualizations

- Spreadsheet: Program Mapping
 - School | Department | Budget Program Group | Academic Program Code | Academic Program