The following guide provides assistance in running and understanding the information returned by the University dashboard in Argos. The dashboard is located through the Argos reporting tool which can be accessed here: https://it.uca.edu/banner/. The dashboard provides enrollment, student semester credit hour (SSCH), full-time equivalency (FTE), and degrees awarded information based on Fall term or Arkansas Department of Higher Education (ADHE) year. The user can specify different variables (labeled as “Available Dimensions” in Argos) to adjust the OLAP cubes to display information by college, department, race, gender, classification, etc.

Contents
I. Locating and Accessing the Dashboard................................................................. 2
II. Running the Dashboard ......................................................................................... 4
III. Interpreting the Dashboard .................................................................................. 5
   A. Enrollment ........................................................................................................ 5
   B. Enrollment – Incoming Students ...................................................................... 6
   C. SSCH and FTE – Fall Term................................................................................. 7
   D. SSCH and FTE – Annualized .............................................................................. 8
   E. Degrees Awarded................................................................................................. 9
   F. SSCH Taught by Full-Time Faculty.................................................................. 10
IV. Manipulating OLAP Cubes .................................................................................. 11
   A. Sorting ................................................................................................................ 11
   B. Adding/Removing Dimensions ......................................................................... 12
   C. Filtering .............................................................................................................. 13
   D. Exporting to Excel .............................................................................................. 14
   E. KPI: Percentage of Racial/Ethnic Minorities .................................................... 15
   F. KPI: Percentage of SSCH Taught by Full-Time Faculty ..................................... 16
I. Locating and Accessing the Dashboard

To locate the dashboard, navigate to https://it.uca.edu/banner/. Click the “Argos Production” hyperlink as highlighted below and then log in.

The dashboard is located at UCA.Administration.Institutional Research.Dashboards.University Dashboard. Navigate through the folder hierarchy to find the dashboard.
The following screen will appear to the right of the navigation tree. Click the “Run Dashboard” button to view the dashboard.

Click here to open the dashboard.
II. Running the Dashboard

After clicking the “Run Dashboard” button, the dashboard’s main page will appear.

Clicking on a button will take you to the specific page. All pages request the user to input either the Fall term or the ADHE year before data will be displayed. The process for running the report on each page is the same and is shown below.
III. Interpreting the Dashboard

A. Enrollment

The Enrollment page provides counts of enrolled students for the last five fall semesters. The counts can be viewed by many variables (labeled as “Available Dimensions” in the OLAP cube). The variables are: college, department, level (undergraduate or graduate), student classification (freshman, sophomore, etc.), gender, race, and minority/non-minority. See Section IV. Manipulating OLAP Cubes for information on how to work with the OLAP cube. Along with sorting, changing dimensions, and filtering, Section IV.E explains how to manipulate the OLAP cube to view the Key Performance Indicator (KPI) “Enrollment of Racial/Ethnic Minority Students as a Percentage of Total Enrollment”.

![Select a Term: Fall 2016](image-url)
B. Enrollment – Incoming Students

The Enrollment – Incoming Students page provides counts of incoming students for the last five fall semesters. For this dashboard, an incoming student is defined as:

- first-time entering undergraduate
- first-time entering undergraduate transfer
- first-time entering graduate
- first-time entering doctoral student

The counts can be viewed by many variables (labeled as “Available Dimensions” in the OLAP cube). The variables are: college, department, student classification (freshman, sophomore, etc.), gender, race, status (undergraduate, transfer or graduate), and attendance (full-time/part-time). See Section IV, Manipulating OLAP Cubes for information on how to work with the OLAP cube.
C. SSCH and FTE – Fall Term

The SSCH and FTE – Fall Term page provides student semester credit hour and full time equivalency for courses for the last five fall semesters.

- SSCH is calculated by multiplying the number of students enrolled in the course by the number of credit hours for the course. This metric is useful in determining the demand for a course, department, or college.
- FTE is calculated by dividing the SSCH for a course by 15 for undergraduate courses and by 12 for graduate courses.

The data can be viewed by many variables (labeled as “Available Dimensions” in the OLAP cube). The variables are: college, department, level (high school concurrent, undergraduate, or graduate), course, and subject. See Section IV. Manipulating OLAP Cubes for information on how to work with the OLAP cubes.
D. SSCH and FTE – Annualized

The SSCH and FTE – Annualized page provides student semester credit hour and full time equivalency for courses for the last five academic years.

- SSCH is calculated by multiplying the number of students enrolled in the course by the number of credit hours for the course. This metric is useful in determining the demand for a course, department, or college.
- FTE is calculated by dividing the SSCH for a course by 30 for undergraduate courses and by 24 for graduate courses.

The data can be viewed by many variables (labeled as “Available Dimensions” in the OLAP cube). The variables are: college, department, level (high school concurrent, undergraduate, or graduate), course, and subject. See Section IV, Manipulating OLAP Cubes for information on how to work with the OLAP cubes.

Note: ADHE years correspond closely with fiscal years. The ADHE year spans from Summer II to Summer I. For example, ADHE year 2015 includes: Summer II 2014, Fall 2014, Spring 2015 and Summer I 2015.
E. Degrees Awarded

The Degrees Awarded page provides counts of degrees awarded for the last five academic years, for the user defined degree level(s). The academic year includes August, December, and May graduates. For example, academic year 2015 includes August 2015, December 2015, and May 2016 graduates. The degree count reflects only the first major listed for each degree. The counts can be viewed by many variables (labeled as “Available Dimensions” in the OLAP cube). The variables are: college, department, degree level, degree program, CIP Code, graduation date, gender, and race. See Section IV. Manipulating OLAP Cubes for information on how to work with the OLAP cubes.

To select multiple degree levels, hold the Ctrl key while making selections.
F. SSCH Taught by Full-Time Faculty

The SSCH Taught by Full-Time Faculty page provides student semester credit hour by type of faculty, full-time or part-time, teaching the course. SSCH is calculated by multiplying the number of students enrolled in the course multiplied by the number of credit hours for the course. This metric is useful in determining the demand for a department or college. The data can be viewed by two variables (labeled as “Available Dimensions” in the OLAP cube). These variables are: college and department. See Section IV. Manipulating OLAP Cubes for information on how to work with the OLAP cubes. Along with sorting, changing dimensions, and filtering, Section IV.F explains how to manipulate the OLAP cube to view the KPI “Percentage of Undergraduate SSCH Taught by Full-Time Faculty”.

<table>
<thead>
<tr>
<th>ADHE Term</th>
<th>Fall 2014</th>
<th>Fall 2015</th>
<th>Fall 2016</th>
<th>Total by ROWS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>Value</td>
<td>Value</td>
<td>Value</td>
<td>Total SSCH</td>
</tr>
<tr>
<td>Full Time</td>
<td>106,670</td>
<td>109,465</td>
<td>110,088</td>
<td>326,244</td>
</tr>
<tr>
<td>Part Time</td>
<td>18,171</td>
<td>17,921</td>
<td>13,188</td>
<td>49,280</td>
</tr>
<tr>
<td>Total by COLUMNS</td>
<td>124,841</td>
<td>127,407</td>
<td>123,276</td>
<td>375,524</td>
</tr>
</tbody>
</table>
IV. Manipulating OLAP Cubes

OLAP stands for Online Analytical Processing. OLAP cubes are data structures that allow the end user to configure (“slice and dice”) the same data into many different views. They are designed to aid in decision-making and better understanding of information. Similar to pivot tables within Excel, the end user can add/remove variables (dimensions) as well as filter and sort the data to drill down into the details or generalize to see the big picture.

Note:
For a more comprehensive explanation of OLAP Cubes please refer to the Argos In-Product Help Guide: http://webhelp.evisions.com/HelpFiles/Argos/5.3/en/Default.htm#Report%20Viewer%20Guide/OLAP.htm%3FTocPath%3DUser%2520Guides%7CReport%2520Viewer%2520Guide%7COLAP%2520Data%2520Cubes%7C_____0

A. Sorting

Click the vertical or horizontal arrows to sort the rows/columns ascending or descending

Hit the +/- symbol to expand/contract the information
B. Adding/Removing Dimensions

Editing the dimensions of the OLAP cube allows the user to view the data grouped in different ways. In the following example, the OLAP cube first displays enrollment data by Fall term. Dragging and dropping the necessary dimensions edits the OLAP cube to display the enrollment data split out by race/ethnicity and gender for each Fall term.

This is what the OLAP cube looks like after moving the gender and race dimensions:
C. Filtering

Dimensions can be filtered to show only the user’s chosen categories. A dimension **does not** need to be in the column and row areas to be filtered; it can be filtered from the available dimension area as well. For example, the user can click on the department dimension in the available dimensions area and filter it to show only enrollment for their department.

In the following example, the College dimension is being filtered (the dimension has changed from a gray box to a red box). Within the dimension editor:

- The Graduate School category has been removed (red crossed circle to the left of the category).
  - This category will not be visible in the OLAP cube nor will it be displayed in the totals.
- The Undeclared category has been changed to invisible (blue eye to the left of the category) in the dimension editor.
  - This category will not be visible in the OLAP cube but it **will** be displayed in the totals.
- All other categories were left with the default visible option (green eye to the left of the category) in the dimension editor.
  - These categories will be visible in the OLAP cube and will be displayed in the totals.

To see examples of filtering an OLAP refer to Argos YouTube videos:

- [https://youtu.be/kYwXgRRcAuM](https://youtu.be/kYwXgRRcAuM)
- [https://youtu.be/ALmaNsYLk7M](https://youtu.be/ALmaNsYLk7M) (starting at minute 1:30)
D. Exporting to Excel

After manipulating an OLAP cube, the data can be extracted to an Excel file for further manipulation or for adding into a report.

The Excel document will contain what is currently shown in the OLAP cube, including selected filters.

Right click anywhere within the OLAP cube to display the options menu. Choose Export to Excel (OLE)

The OLAP cube data will display in Excel exactly as it was displayed in the OLAP cube within Argos. The OLAP cube does not import as an image but as a general data format so that it can be manipulated further in Excel as needed.
E. KPI: Percentage of Racial/Ethnic Minorities

The University dashboard was created with UCA’s Key Performance Indicators (KPIs) in mind. The Enrollment and Degrees Awarded pages inherently display KPIs of the same name. The following example demonstrates how to manipulate the Enrollment OLAP cube to view the KPI “Enrollment of Racial/Ethnic Minority Students as a Percentage of Total Enrollment”.

1) Click the down arrow to the right of the Students Measure
2) Choose the % by r group option. (The red X will change to a green checkmark)
3) Click the green checkmark to save your selection
4) Drag the Minority dimension from the available area to the columns area

% minority and % non-minority are now shown next to the totals
F. KPI: Percentage of SSCH Taught by Full-Time Faculty

Similar to the above section, the following example demonstrates how to manipulate the SSCH Taught by Full Time Faculty OLAP cube to view the KPI “Percentage of Undergraduate SSCH Taught by Full-Time Faculty”.

1) Click the down arrow to the right of the Total SSCH Measure

2) Choose the % by c group option. (The red X will change to a green checkmark)

3) Click the green checkmark to save your selection

% SSCH by Full Time Faculty and % SSCH by Part Time Faculty are now shown next to the totals