

Business Intelligence

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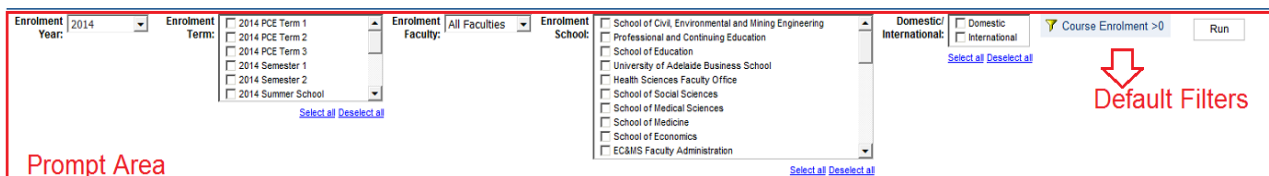
ENROLMENT TRACKING FOLDER

Follows the progress of how many students are currently enrolled in programs by the following REPORTS.

- [Student in Plans – Program Owner](#)
- [Student in Programs – Course versus Program Owner](#)
- [Student and Load – Teaching Faculty](#)
- [Teaching Spread for Program Owners](#)
- [Program Owner Spread of Teaching](#)
- [Course Owner Spread for Program Owners](#)
- [Outstanding Re-Enrolments](#)
- [Outstanding Re-Enrolments \(Summary\)](#)

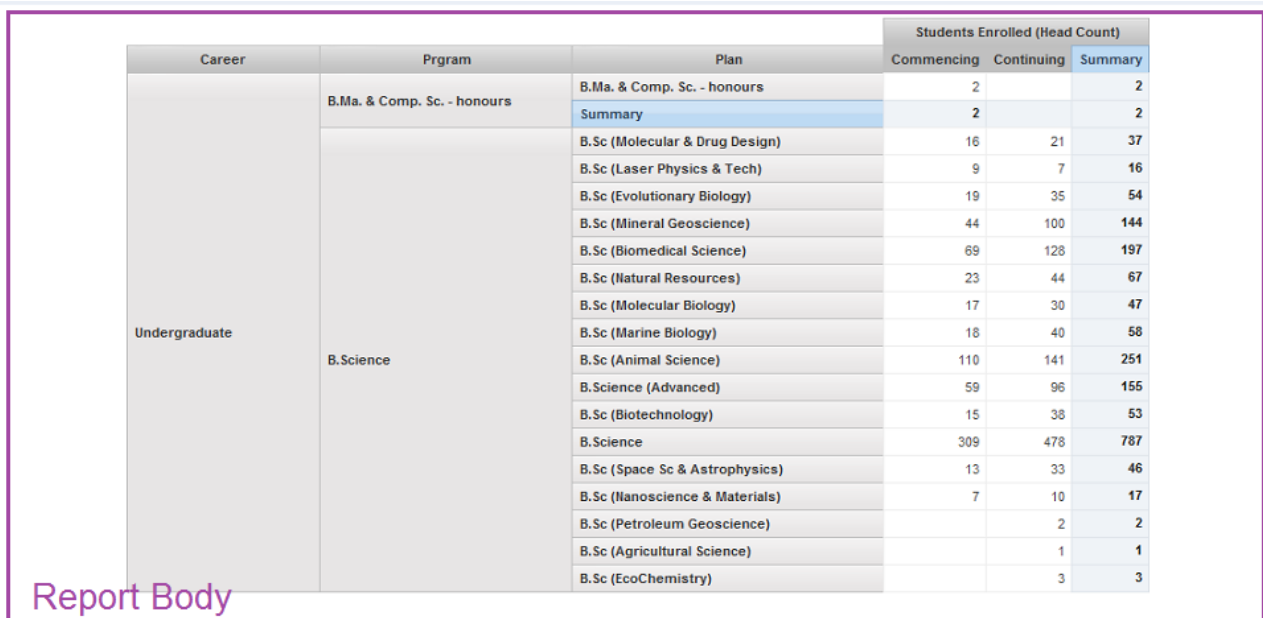
Each report contains 2 main sections:

- 1) Prompt Area which includes the Default Filters as well.



Prompt Area

- 2) Report Body



Career	Program	Plan	Students Enrolled (Head Count)		
			Commencing	Continuing	Summary
Undergraduate	B.Ma. & Comp. Sc. - honours	B.Ma. & Comp. Sc. - honours	2		2
		Summary	2		2
	B.Science	B.Sc (Molecular & Drug Design)	16	21	37
		B.Sc (Laser Physics & Tech)	9	7	16
		B.Sc (Evolutionary Biology)	19	35	54
		B.Sc (Mineral Geoscience)	44	100	144
		B.Sc (Biomedical Science)	69	128	197
		B.Sc (Natural Resources)	23	44	67
		B.Sc (Molecular Biology)	17	30	47
		B.Sc (Marine Biology)	18	40	58
		B.Sc (Animal Science)	110	141	251
		B.Science (Advanced)	59	96	155
		B.Sc (Biotechnology)	15	38	53
		B.Science	309	478	787
		B.Sc (Space Sc & Astrophysics)	13	33	46
		B.Sc (Nanoscience & Materials)	7	10	17
		B.Sc (Petroleum Geoscience)		2	2
		B.Sc (Agricultural Science)		1	1
		B.Sc (EcoChemistry)		3	3

Report Body

Student in Plans – Program Owner

(How many students are enrolling in my programs?)

- Enrolment Year defaults to the current enrolment year and by default report shows the result for all Enrolment Faculties.
- Note that the *enrolment faculty* is the program owner. The course enrolments for the program may be owned by another faculty (this is the *Course Owner Faculty*) and may also be taught by another faculty (this is the *Teaching Faculty*).
- The investigation presents information summarised by each combination of Enrolment School, Term and Domestic/International. Users can select any combination of these at the Prompt Area.
- The body of the report presents the number of students commencing or continuing in a career, program/plan combination. Totals of commencing and continuing are provided, as well as overall totals for the selected enrolment faculty.
- **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.

Student in Programs – Course versus Program Owner

(How many students are enrolling in my courses and what programs are they doing?)

- By default the report picks the current *Enrolment Year* and all *Course Owner Faculties* which can then be changed.
- Note that the *Course Owner Faculty* is the owner of a course enrolment for a related program, not necessarily the program owner or the faculty teaching the course.
- The investigation presents information summarised by each combination of Course Owner School, Term and Domestic/International. Users can select any combination of these at the Prompt Area.
- The body of the report presents the number of students commencing or continuing in programs, but presents them according to the related courses the student enrolls in. The enrolment faculty is also provided and is intended to highlight patterns. It shows the faculty who owns the program to which the course enrolment relates. Totals of commencing and continuing are provided, as well as overall totals for the selected course owner faculty.
- **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.

Student and Load – Teaching Faculty

(How many students and how much load am I teaching?)

- By default report picks the current *Enrolment Year* and all *Teaching Faculties*, which can then be changed.
 - Note that the *Teaching Faculty* is not necessarily the course enrolment owner or the faculty administering the related program.
 - The investigation presents information summarised by each combination of Teaching School, Term, Funding Group and Domestic/International. Users can select any combination of these at the Prompt Area.
 - The body of the report presents the Load and number of students commencing or continuing in career, program combinations. Totals of commencing and continuing are provided, as well as overall totals for each career.
 - **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.
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Teaching Spread for Program Owners

(How many students and how much load is being taught by other faculties for my programs?)

- This is a summary report. By default the report runs for the current *Enrolment Year and all Enrolment Faculties*.
 - User can change the level of result by selecting an option (Faculty, School or Local Unit) from *Teaching Level*.
 - The investigation presents information summarised by each combination of *Enrolment Faculty*, Term and Domestic/International. Users can select any combination of these at the Prompt Area.
 - Note that the *enrolment faculty* is the program owner. The course enrolments for the program may be owned by another faculty (this is the *Course Owner Faculty*) and may also be taught by another faculty (this is the *Teaching Faculty*).
 - The body of the report presents the Load, number of students and Load percentage for commencing or continuing in programs whose courses are taught by each faculty. This is interesting because when, for example, a user selects an *enrolment faculty* at the Prompt Area, the report presents a summary spread of the faculties teaching courses owned by that enrolment faculty. Totals of load and number of students are also provided.
 - **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.
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Program Owner Spread of Teaching

(How many students and how much load am I teaching for other faculty programs?)

- This is a summary report. By default the report runs for the current *Enrolment Year and all teaching Faculties*.
 - User can change the level of result by selecting an option (Faculty, School or Local Unit) from *Enrolment Level*.
 - The investigation presents information summarised by each combination of *Teaching Faculty*, Term and Domestic/International. Users can select any combination of these at the Prompt Area.
 - Note that the *enrolment faculty* is the program owner. The course enrolments for the program may be owned by another faculty (this is the *Course Owner Faculty*) and may also be taught by another faculty (this is the *Teaching Faculty*).
 - The body of the report presents the Load, number of students and Load percentage for commencing or continuing in programs whose programs are owned by each faculty. This is interesting because the report shows the amount of students and load the *teaching faculty* teaches for other faculties. When, for example, a user selects a *teaching faculty* at the Prompt Area, the report presents a summary spread of the *enrolment faculties*. Totals of load and number of students are also provided.
 - **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.
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Course Owner Spread for Program Owners

(How many students are enrolled in other faculty courses doing my programs?)

- This is a summary report. By default the report runs for the current *Enrolment Year*.
 - The investigation presents information summarised by each combination of *Enrolment Faculty*, Term and Domestic/International. Users can select any combination of these at the Prompt Area.
 - Note that the *enrolment faculty* is the program owner. The course enrolments for the program may be owned by another faculty (this is the *Course Owner Faculty*) and may also be taught by another faculty (this is the *Teaching Faculty*).
 - The body of the report presents the number of students commencing or continuing in programs according to the faculties who own the related course enrolments. This is interesting because when, for example, a user selects an *enrolment faculty* at the Prompt Area, the report presents a summary spread of the faculties who own the actual course enrolments for the related programs owned by that faculty. Totals of load and number of students are also provided.
 - **Special note:** please remember that number of students will count each student only once for the summarised level of information you are looking at. This means, for example, that the total number of continuing students for a faculty may not equal the sum of all the individual plan totals because some students will be undertaking more than one plan. All figures will be correct when viewed in context.
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Outstanding Re-Enrolments

(What students should have re-enrolled but have not?)

- By default the report runs for the current Enrolment Year.
 - Note that the enrolment faculty is the program owner. The course enrolments for the program may be owned by another faculty (this is the Course Owner Faculty) and may also be taught by another faculty (this is the Teaching Faculty).
 - The investigation presents information summarised by each combination of Enrolment School and Domestic/International. Users can select any combination of these at the Prompt Area.
 - The body of the report presents a list of all students expected to re-enrol in a program. The criteria for determining this is:
 - The student must be listed as active in the program;
 - The student must have an enrolment in the previous year in that program; and
 - No completion date is listed for the program
 - The listed details are grouped by career, program and plan, and the year that the student initially enrolled in a plan related to that program is also provided for information.
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Outstanding Re-Enrolments (Summary)

(What students should have re-enrolled but have not?)

- This is a summary report. By default the report runs for the current Enrolment Year.
 - Note that the enrolment faculty is the program owner. The course enrolments for the program may be owned by another faculty (this is the Course Owner Faculty) and may also be taught by another faculty (this is the Teaching Faculty).
 - The investigation presents information summarised by each combination of Enrolment School and Domestic/International. Users can select any combination of these at the Prompt Area.
 - The body of the report presents a count of all students expected to re-enrol in various programs. The criteria for determining this is:
 - The student must be listed as active in the program;
 - The student must have an enrolment in the previous year in that program; and
 - No completion date is listed for the program
 - The listed details are grouped by career, program and plan.
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Please note: this guide is for internal use only

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