## Office of the University Registrar

**Excerpt from our Mission:** "to provide information and academic services to the University community in an efficient, user-friendly manner while ensuring accuracy, integrity, and confidentiality of academic records"

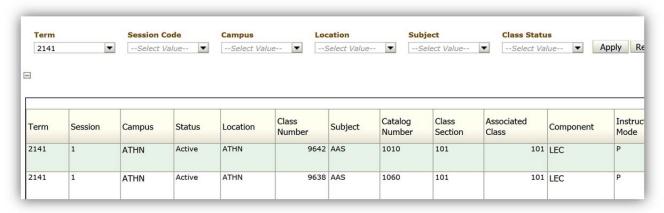
The Office of the University Registrar provides unit record data to support the operational needs of the academic units. The data obtained are for internal use only. Most of the data are confidential and protected under the Family Educational Rights and Privacy Act (FERPA).

- ➤ If you need aggregate data or official data to report out, then you will need to obtain that data from Institutional Research. Institutional Research provides a significant amount of data on their website <a href="http://www.ohio.edu/instres/index.html">http://www.ohio.edu/instres/index.html</a>. If the website does not meet your needs, contact the office directly at 740.593.1059.
- If you need data for Responsibility Centered Management (RCM), then your college Chief Financial and Administrative Officer (CFAO) or the Office of Institutional Research is your data source.

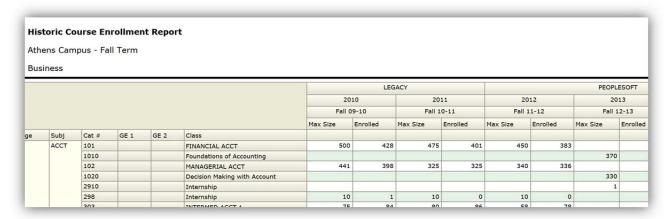
**OBIEE** = Oracle Business Intelligence Enterprise Edition. OBIEE is the central system supported by the Office of Information Technology for providing access to data and reports at Ohio University.

## Delivered Reports, aka "Dashboards"

1. Class Schedule – Provides details about each class section offered for the current term and any future term.



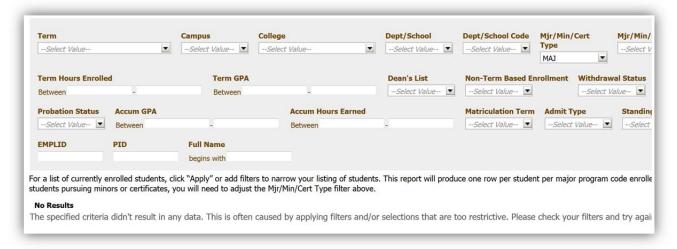
2. Historic Course Enrollment – Provides comparative numbers of class size (max size) and enrolled for like terms. For example, see how many students enrolled in ACCT 1010 Fall 12-13 vs. Fall 13-14.



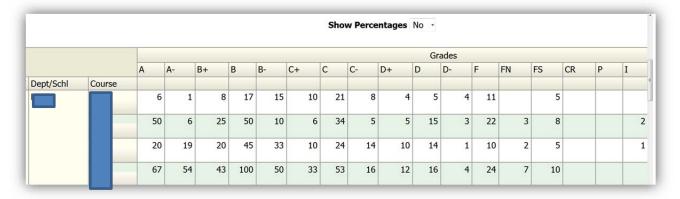
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3. Enrolled Students by Term – Provides list of students enrolled for selected term beginning Summer 2010-11. For each student it includes their name, major, email, address, phone, accumulative and term statistics, probation status, advisor name, advisor email. The list may be filtered to identify students who meet specific criteria.



4. Grade Distribution – Provides total number or percentage of grades assigned by grade. There are six report types: Campus; College; College, Department, Course; College, Department, Level; Instructor; Instructor and Course.



5. Ad Hoc Reports – Provides access to individuals to run a prompted report or report for current term based upon the need of the individual. If you have a need for an ad hoc report we are prepared to provide that report to you. If it is a one-time report, the output will be delivered to you, password-protected via email or via an email from Filelocker. If there is an ongoing need for the same report, it will be set up so that the individual can run the report when he/she needs it. Those ongoing reports are available from the Ad Hoc Reports tab.

If you have an ad hoc report need, please send an email to Lita Ohlinger (<u>burt@ohio.edu</u>). Please include as many details about the criteria for the report as possible and include a desired completion date. We will try to meet your deadline; however, it is best to submit your request at least two weeks in advance of your deadline.

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