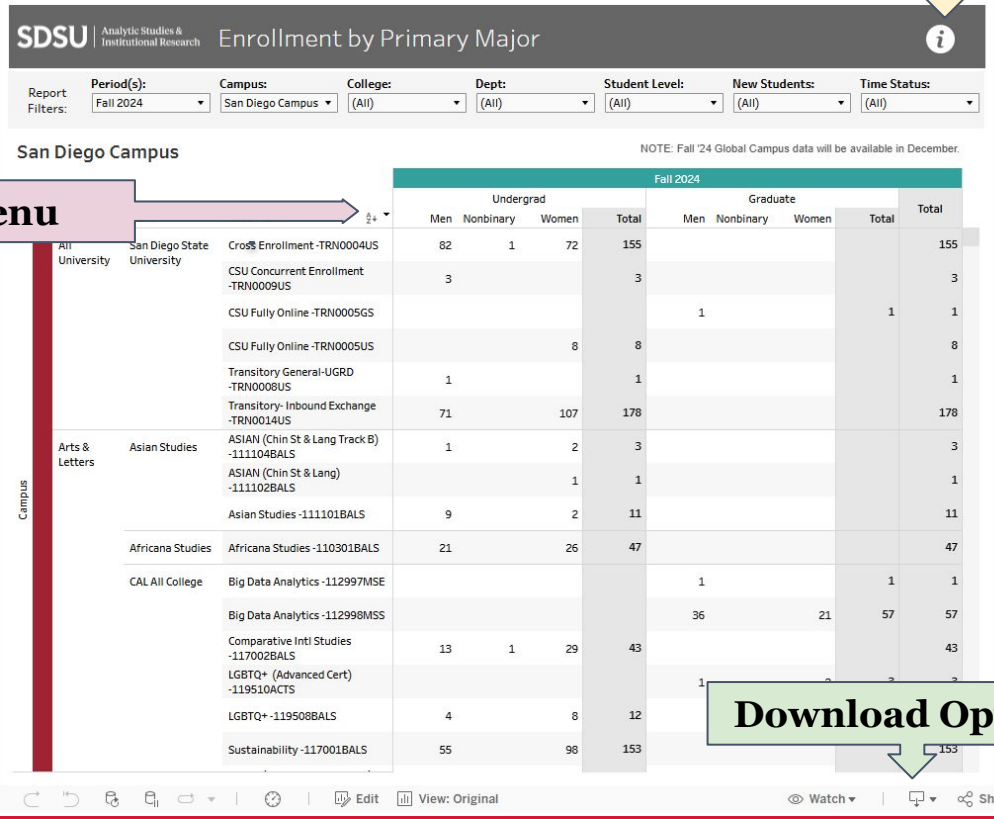
# Enrollment Data: Key Dashboard Features

# Key Dashboard Features

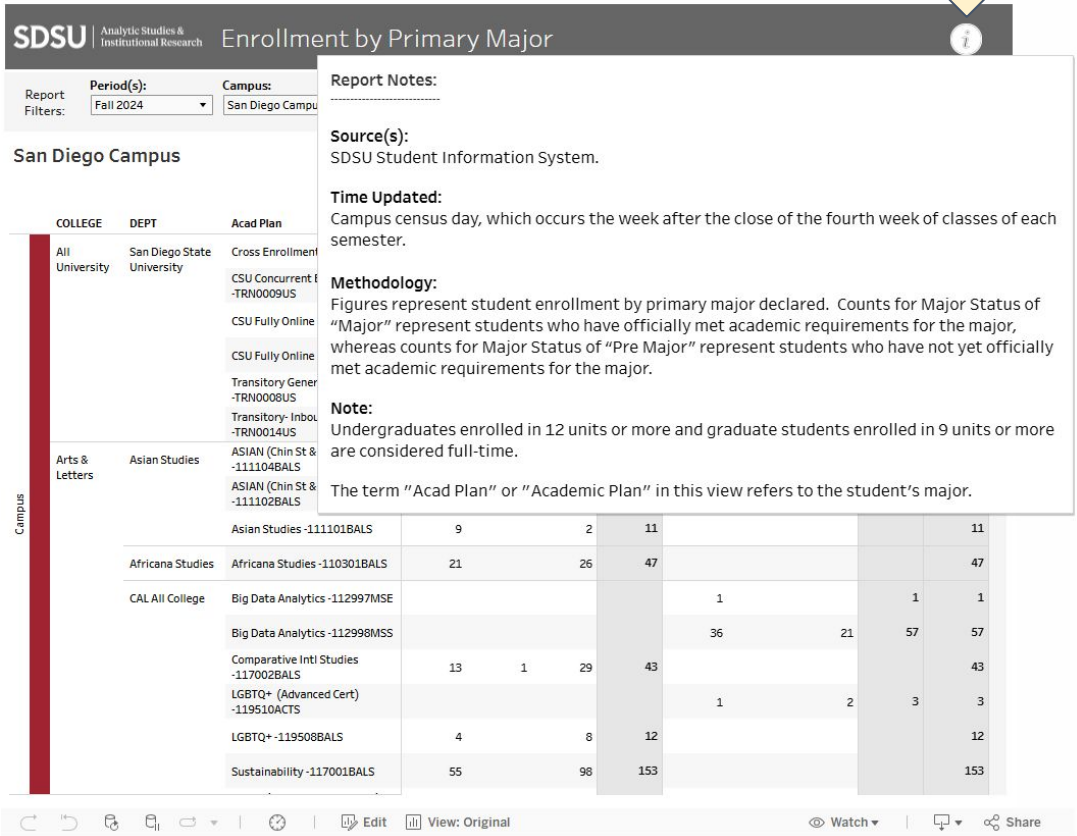
**Information Button**




**Sorting Menu**

**Download Options**

**Information Button**




The **Information Button** provides report details, including

- Report Source(s)
- Update information
- Methodology

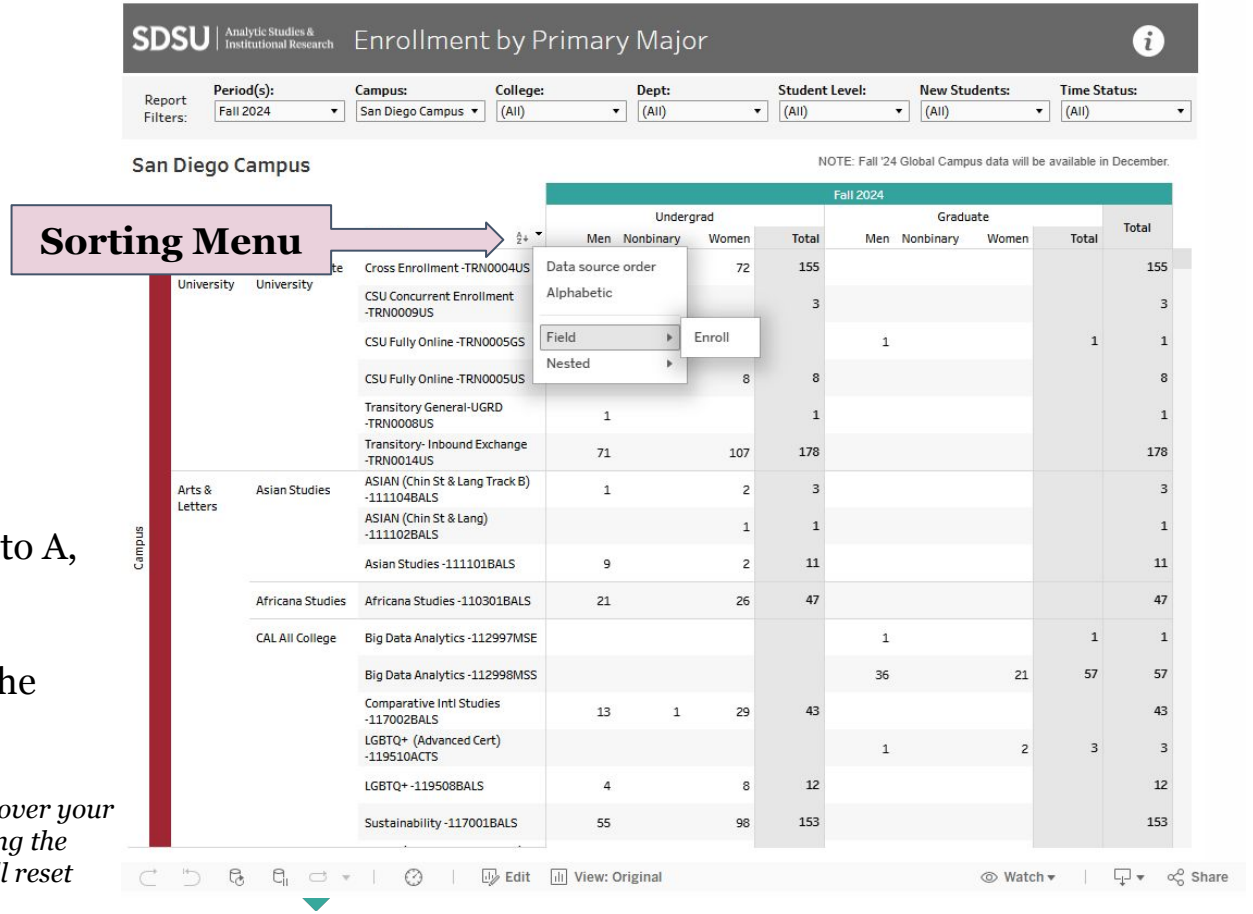
The **Sorting Menu** allows you to sort by:

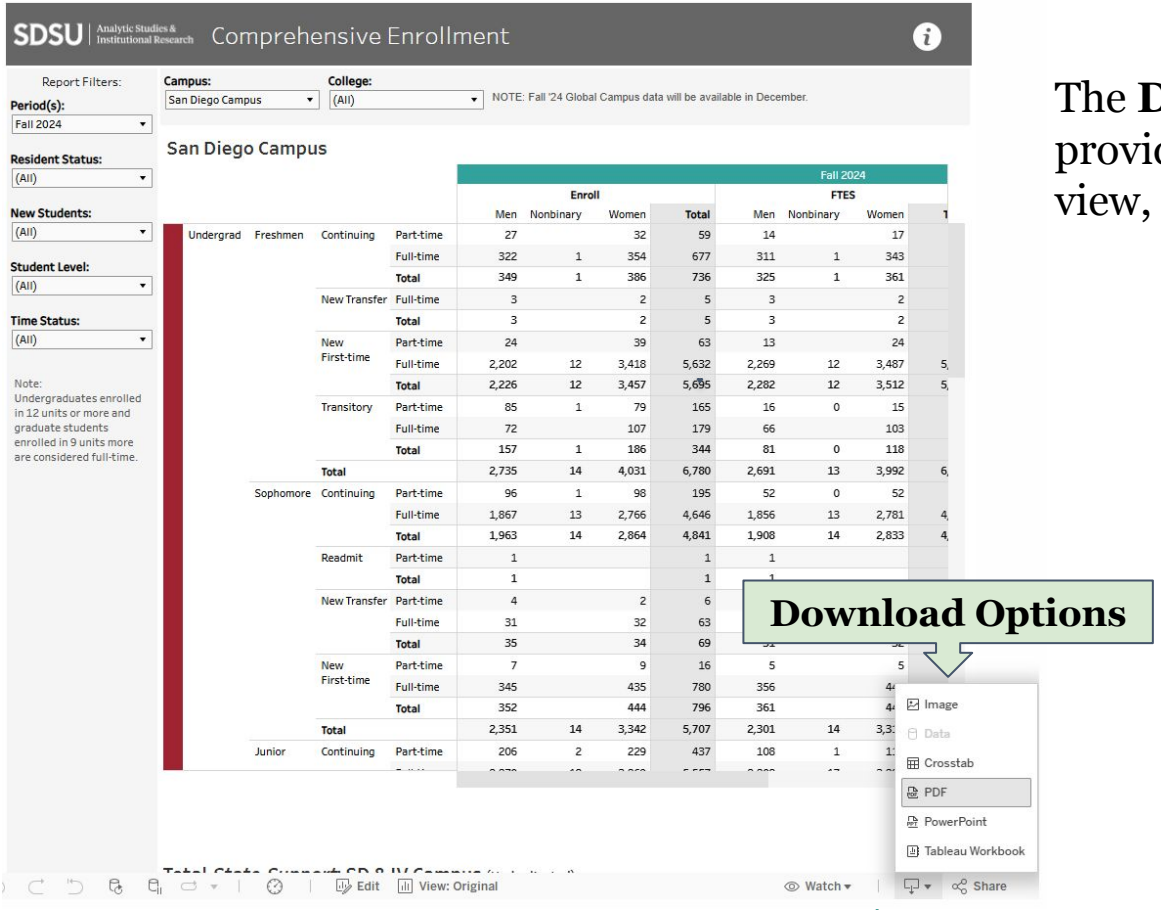
- Data source order
- Alphabetic order
- Field
- Nesting

For quick sorting from A to Z or Z to A, click the **AZ dropdown menu***

For more advanced sorting, click the **Sorting dropdown menu***

**Note: These buttons are not visible until you hover your cursor over this area of the dashboard. Adjusting the view will not affect the data tables and they will reset after you leave the page.*



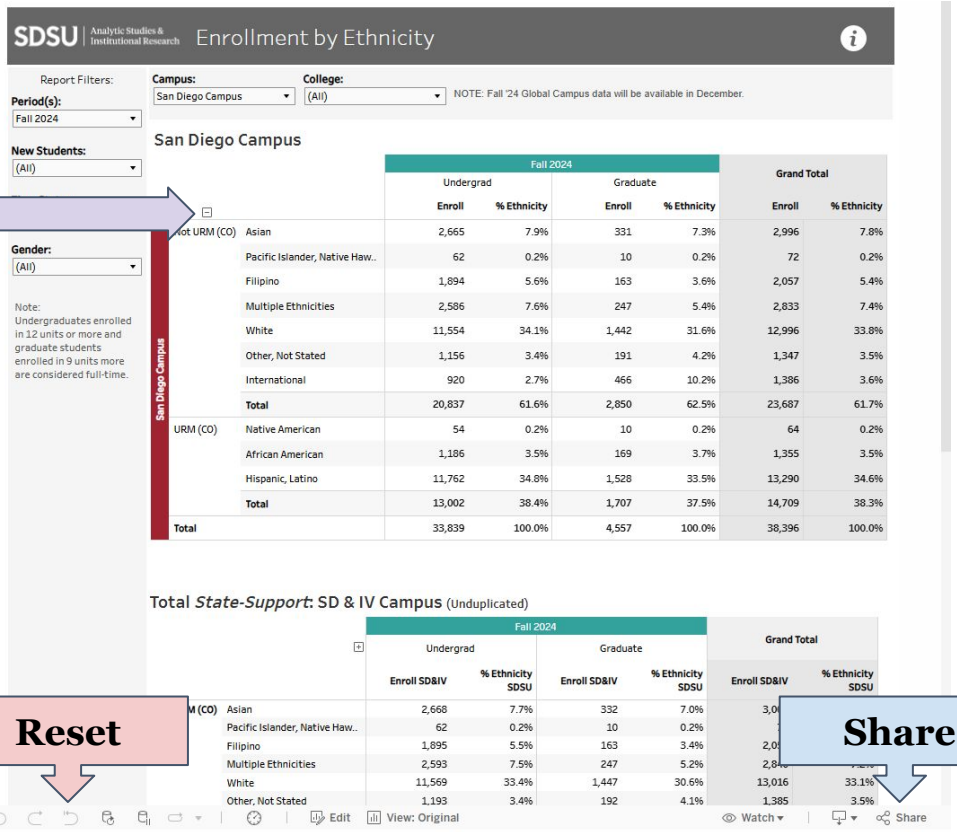



The **Download Options Menu** provides options for downloading a view, including as (a)(an):

- Image
- Data
- Crosstab
- PDF
- PowerPoint
- Tableau Workbook

# Key Dashboard Features

**Expand/Condense Buttons**




**Reset**

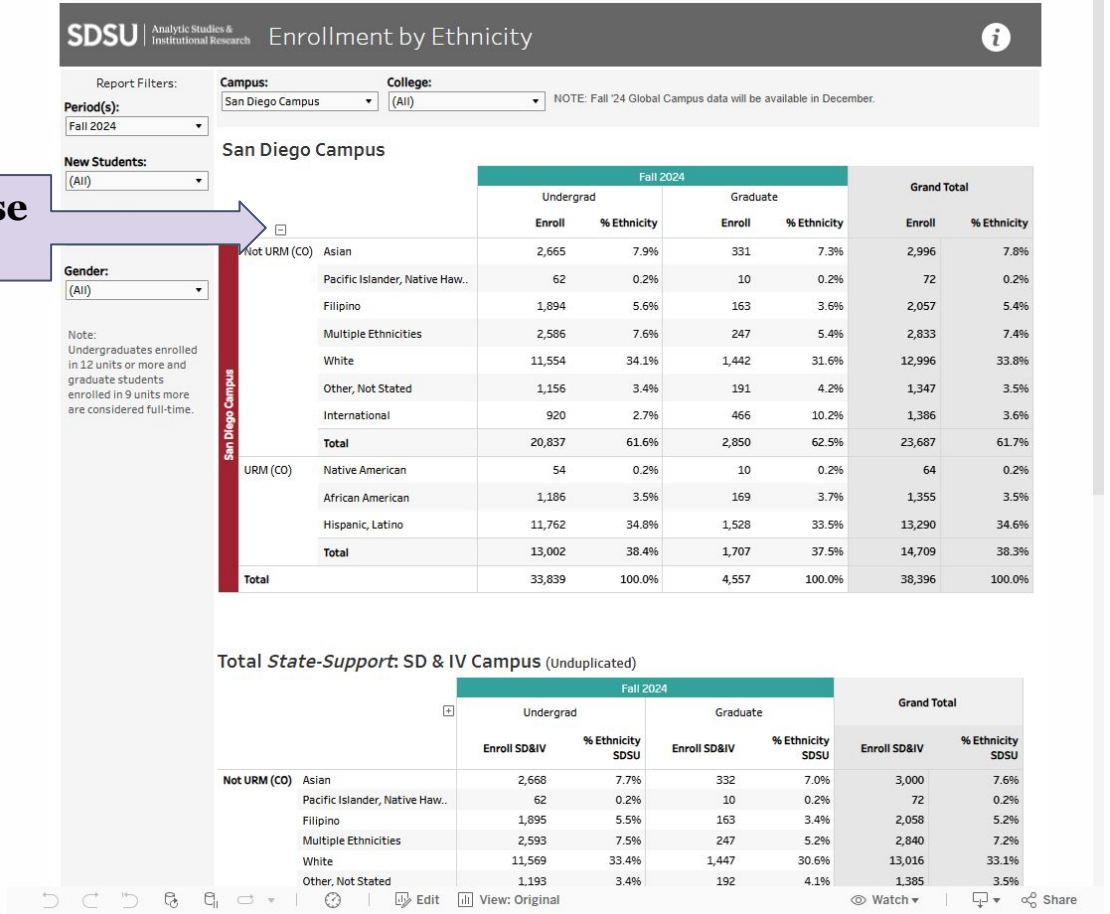
**Share**

**Undo my last action**

**Expand/Condense Buttons**

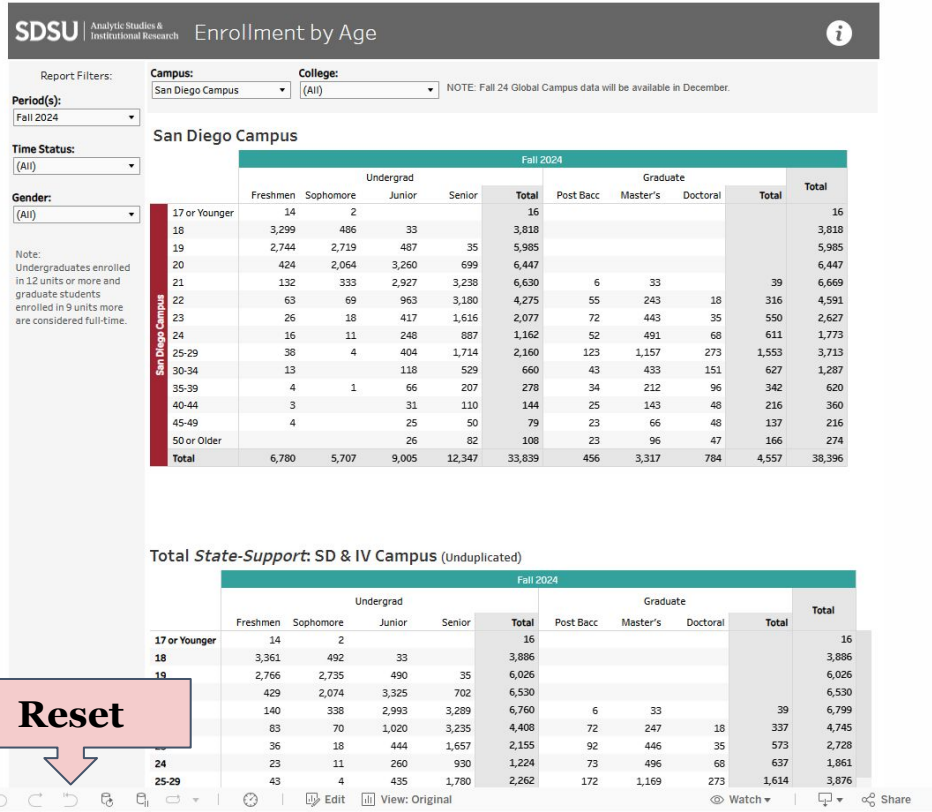
Use the **Expand/Condense Buttons*** to expand and condense the categories to get to the view most suited for your research purposes and/or to a view which you would like to download for your reporting needs

**Note: These buttons are not visible until you hover your cursor over this area of the dashboard. Adjusting the view will not affect the data tables and they will reset after you leave the page.*



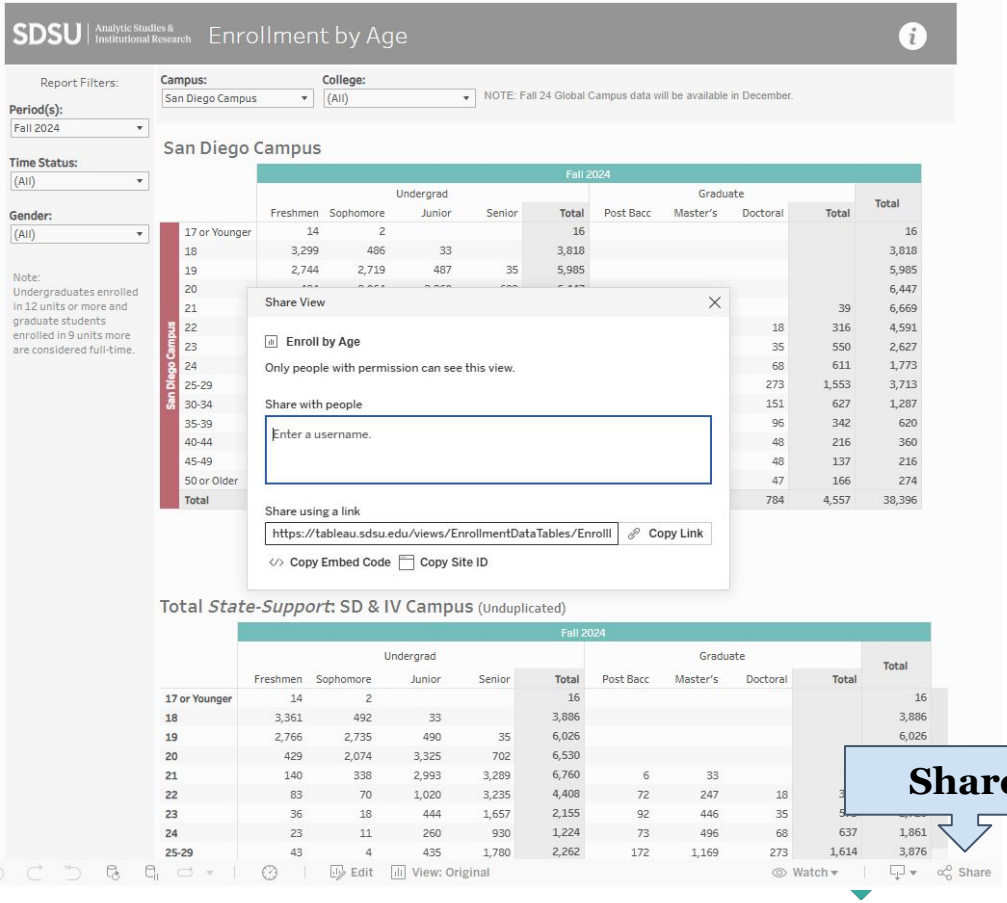
Use **Undo my last action** when you want to go back to your prior customization

Use **Reset** when you want to reset the view to the default view and start over




**Reset**

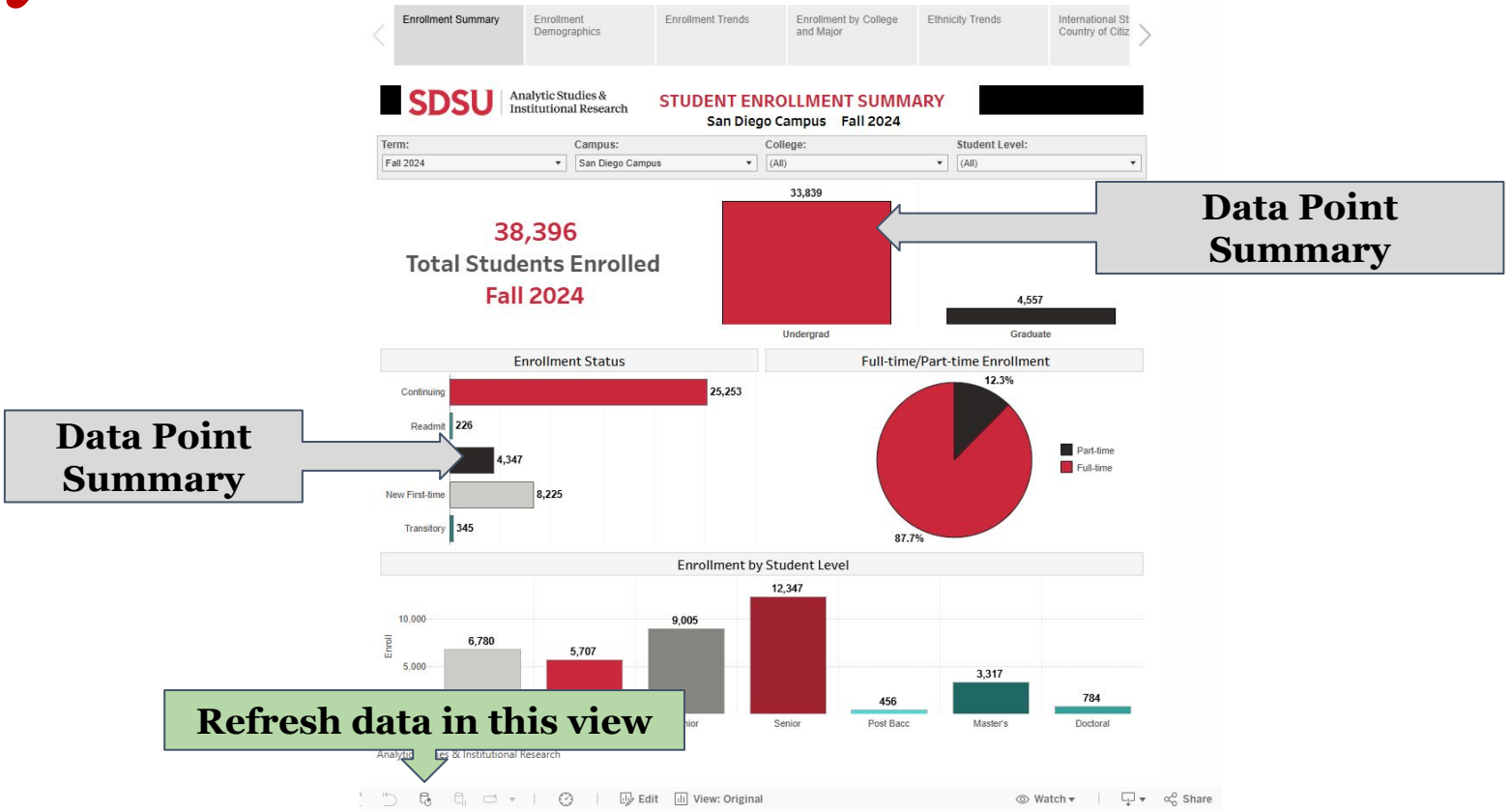
**Undo my last action**

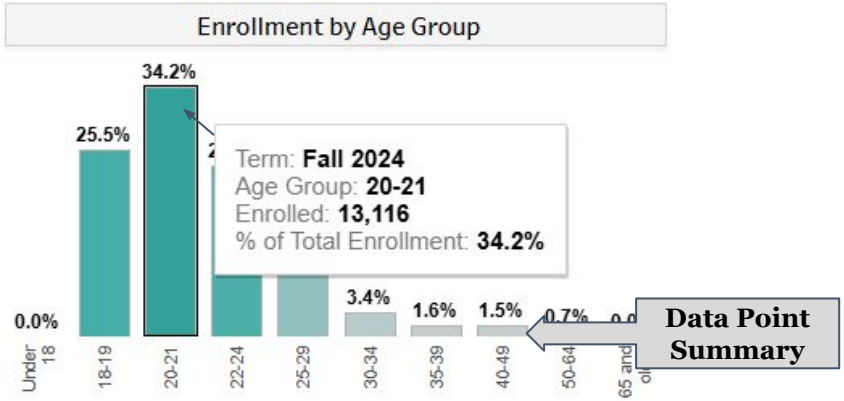



The **Share Button** provides options for sharing customized views with others, including via:

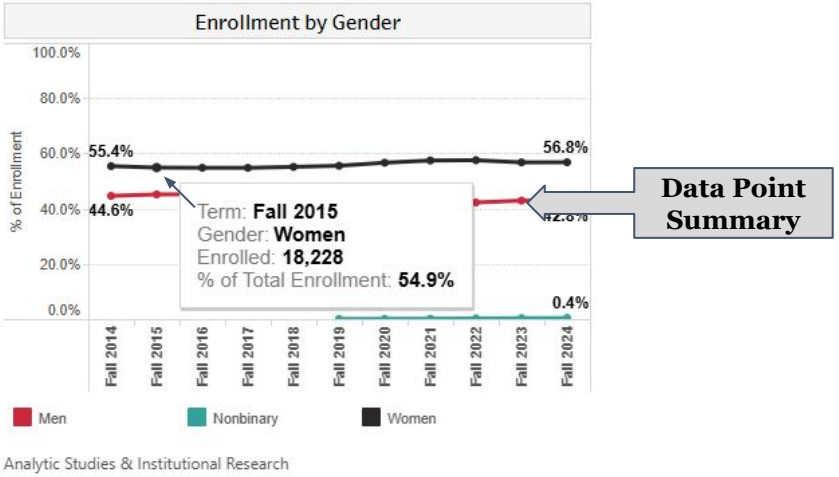
- Entering a Tableau Username
- Copying a link
- Copying an Embed Code
- Copying Site ID

# Key Dashboard Features

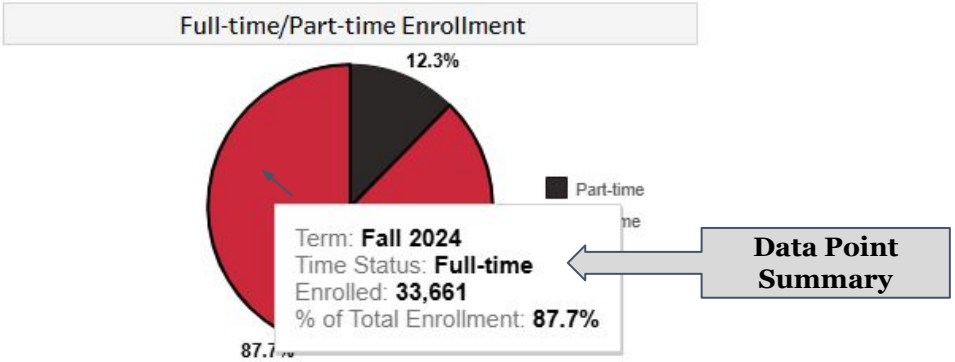


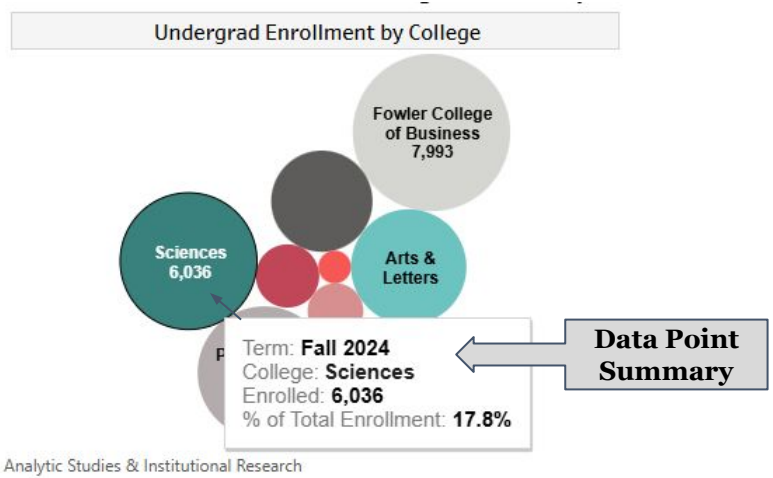



In a bar graph, hover your cursor over **any bar** in the to see a summary




In a line graph, hover your cursor over **any data point** to see a summary

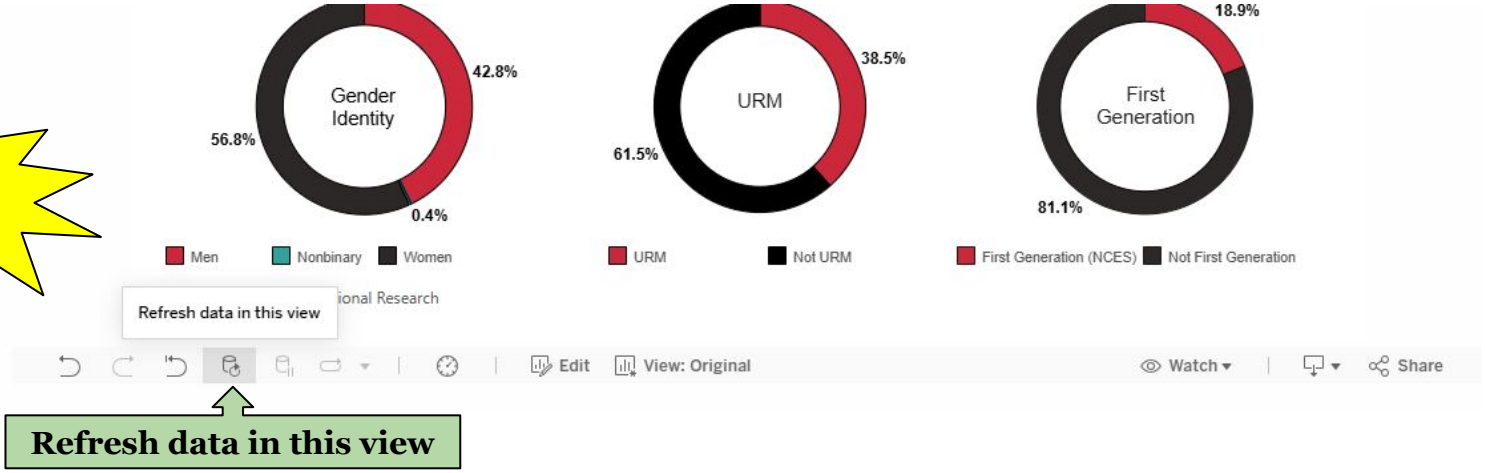



In a pie chart, hover your cursor over **any section** in the pie to see a summary

In a bubble chart, hover your cursor over **any bubble** to see a summary

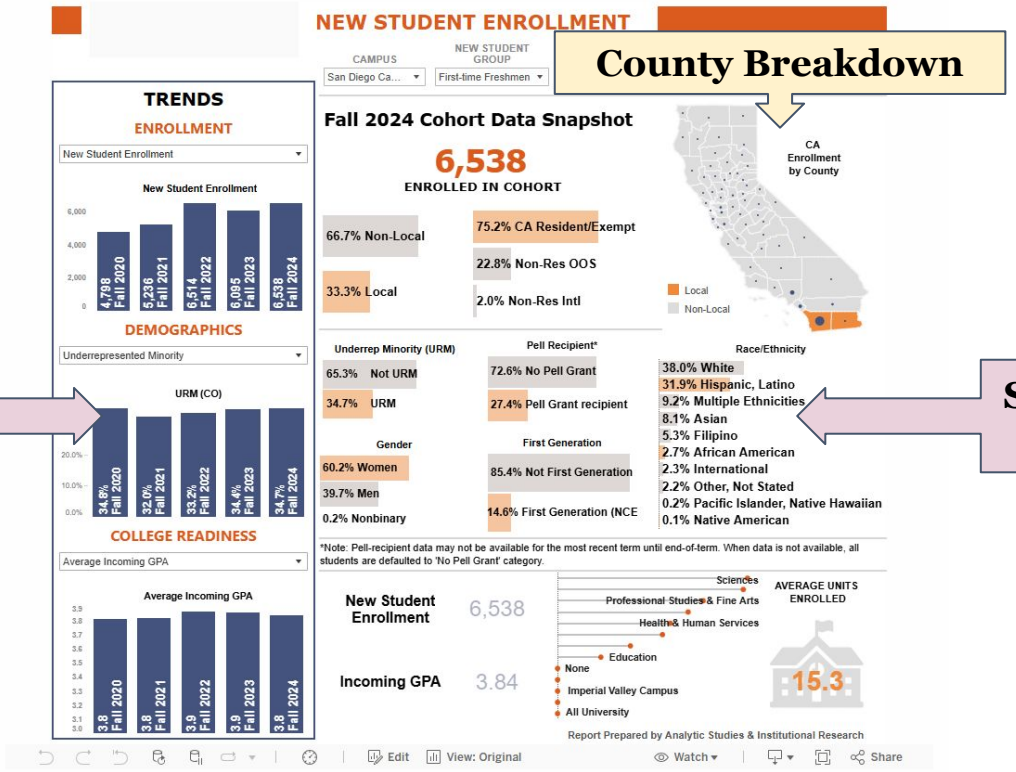
IMPORTANT TIP!




Make sure your report contains the *most up-to-date information* by clicking the **Refresh data in this view icon** before downloading or sharing.

# Key Dashboard Features

## New Student Profile – Enrollment




**County Breakdown**

**Summary, with added detail**

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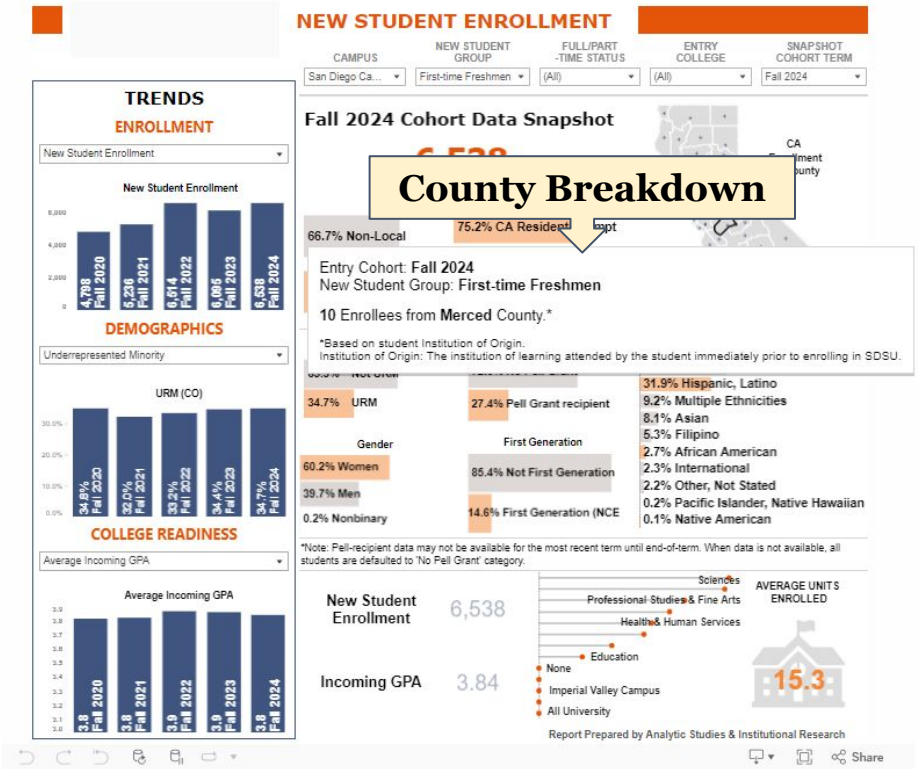
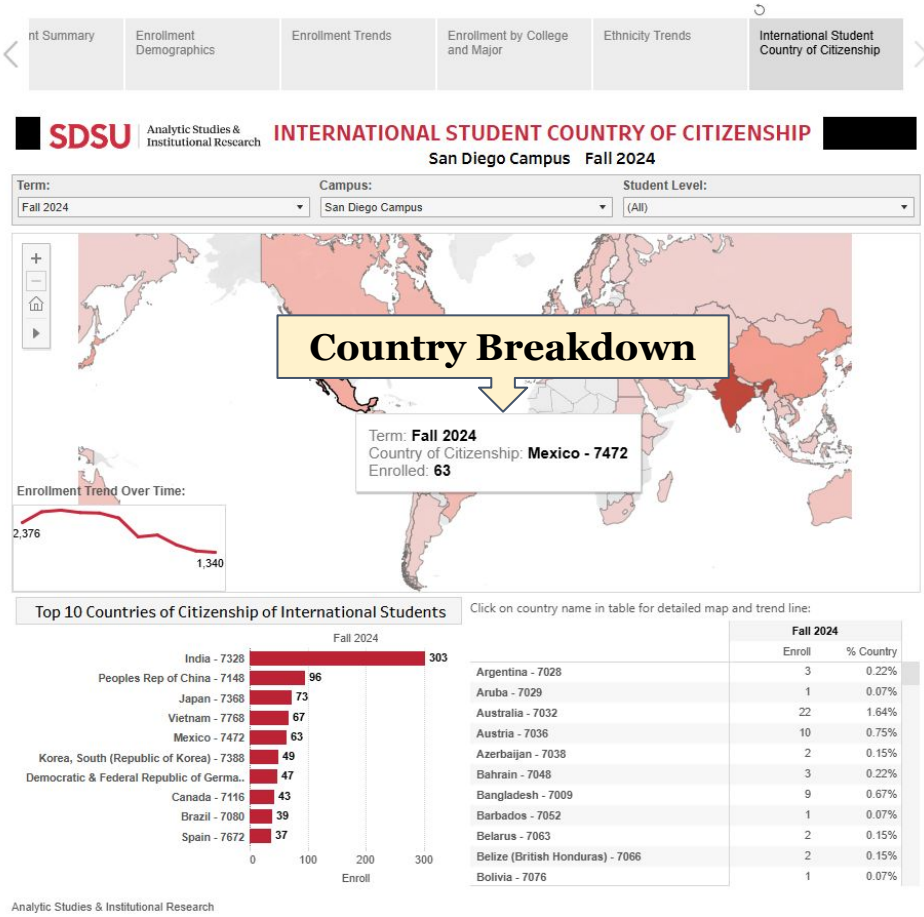


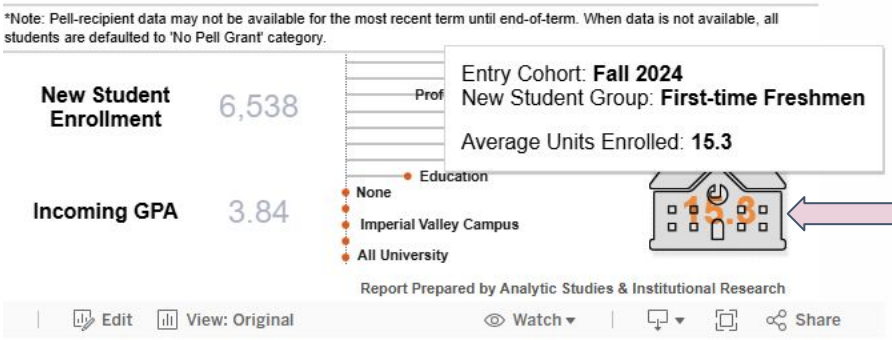

Click on any County Data Point to view the specific **County Breakdown**, including:

- Entry Cohort
- New Student Group
- County
- Number of Enrollees

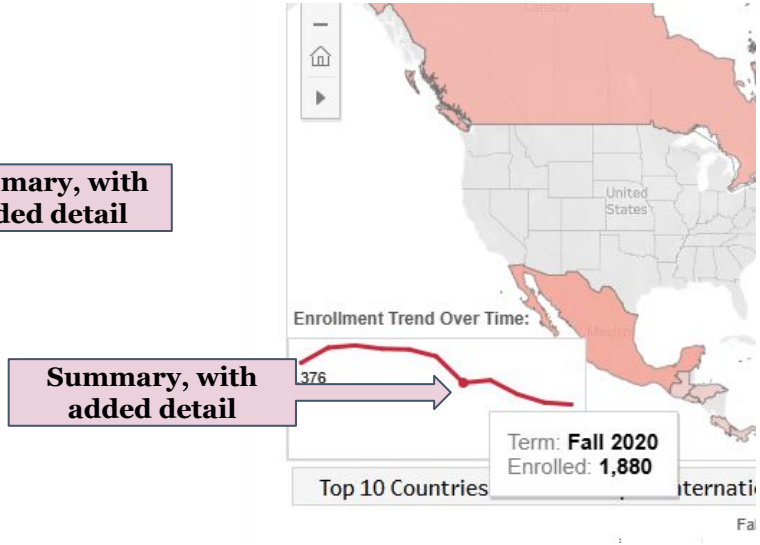



Click on any Country Data Point to view the specific **Country Breakdown**, including:

- Term
- Country of Citizenship
- Number of Enrollees




**Summary, with added detail**




**Summary, with added detail**

**Hover your cursor over…**

- *Bars*
- *Maps*
- *Icons*
- *Tables*

**…for a summary with added detail**

**Good to know!**