**Office of Online Education Tableau Dashboards**

**General Directions for Accessing OOE Dashboards in the** [**CBI**](https://cbi.bi.iu.edu/)

1. Login using the link in the upper right corner of the screen. (If the link says “Login” you need to login, if the link says “Logout” you are all set!)
2. Expand the Student folder by clicking the “+”
3. Expand the Online Education folder by clicking the “+” (If you do not see the Online Education folder, you probably are not signed in, see step #1).
4. Click on the dashboard you wish to view. You may see a “Sign in to Tableau Server” message. Just click the orange box and you’ll see the dashboard you’ve selected.

**Dashboard Descriptions**

1. **100% Online Student Location Map:** Location at time of instruction (as reported to IPEDS) for all students taking fully online schedules by term. Updated each term.
2. **NEW Online Applications PIC:** Applications, admits, enrolls for undergraduate online programs. Includes demographics and trends, a list of programs with enrollments by term, geographic maps by term, and time series maps showing applications from a county, state, or country perspective. A summary BAS page is also provided that combines all applicants, on campus and online. Updates every morning except Sundays.
3. **NEW Online Students Demographics and Trends:** Number of students taking at least 1 online class, all online classes, part online/on-campus schedules, and any type of schedule. By term, campus, and various demographic attributes, with trends. Campus summaries are also provided that highlight student characteristics and trends by campus. Updated each term.
4. **Official Class Enrollment by Instruction Mode:** Official Census Class and Enrollment detail by term, campus and instruction mode. Only classes with official enrolled IU students are shown (classes that were available but had no enrollments do not appear). Provides a COI/COE crosswalk of IUOCC enrollments. Updated each term.
5. **Online Class Enrollments Over Time:** Official enrollment in online (OA or OI) classes over time by campus beginning with fall 2009, showing # of sections, unduplicated student headcount, duplicated total enrollment, and total hours. Ties to IR totals as reported to IPEDS. Updated each term.
6. **Students in Online Programs**: Official Census enrollment in online programs (Y and Y8) for the latest term. All programs are shown regardless of enrollment. Attributes provide student demographic information and can be viewed down to the plan code level. Updated each term.
7. **Summer/Fall 2017 Schedule of Classes and OCC Summary:** Current class enrollment from the schedule of classes for summer and fall 2017. All available classes are shown regardless of enrollment. Used to monitor student enrollment as registration occurs. Provides a COI/COE crosswalk of IUOCC enrollments. Updates every weekday morning.

**Helpful Hints**

* Numbers of class sections offered by a specific campus can be inflated by (1) Purdue offerings, (2) Indiana Campus Network (ICN) classes and (3) OCC classes. Use filters in the options box to remove these as needed.
* Remember that with IUOCC, enrollments count at the campus of enrollment. Filtering out IUOCC classes is not necessary when viewing enrollment/credit hour numbers.
* Detailed information is often available by hovering over a column heading, then expanding (+) and collapsing (-) columns.
* Tableau can now export what you see in a dashboard to a pdf. To do this, click the **Export** icon at the bottom of the dashboard (1st of 4 icons at the bottom). Choose **PDF** 🡪 **Sheets in Dashboard** 🡪 **Export** 🡪 **Download**. This will export each frame on the dashboard into a separate page (sometimes generating extra pages) but is the best way to view all of the data shown.
* Reset dashboard filters and column settings back to their original state by clicking the **Revert All** icon at the bottom of the dashboard.