CORE
Reports & Wayfinding

iar.oregonstate.edu/reference

Advising Summit | September 5, 2018
Who we are

Why we are here

Logan Bingle
Data Resource Specialist

Chrysanthemum (Mum) Hayes
Assoc. Director
PSA

Data Reference Desk (DRD) is now open!

OSU DATA STARTS HERE...

- Working with IAR
- Data Way Finding
- Effective Use of Tools
- Security, Privacy and Access
- Understanding Data Sources
- Common Definitions & Questions

Check us out at iar.oregonstate.edu/reference (and sign up for our weekly newsletter!)
PART I

10 ways to find CORE reports...
Within CORE itself you can find reports.

1. Type key words into the Search Bar
Within CORE itself you can find reports.

Search in *uReports* under Advising or Student
core.oregonstate.edu
Within CORE itself you can find reports.

3. Go to MyReports (in uReports menu) for reports that are matched with your OSU ID & run automatically
Recently Run Reports display at the bottom of all pages.

Within CORE itself you can find reports.
core.oregonstate.edu
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5.

Find “favorited” reports in the MyFavorites section (found on the uReports and uDashboards menu pages)
core.oregonstate.edu

You can also save in your bookmarks/favorites folder.

6.

Using the “Save this Report” function, you can save and reopen reports that are pre-populated and ready to run.
BROWSE REPORTS & DASHBOARDS ON THE DRD PAGE

https://iar.oregonstate.edu/reference/reports-dashboards/
Find Reports shows you a wide range of reports that have been curated and grouped for advising needs.

https://iar.oregonstate.edu/reference/reports-dashboards/search-core-reports-function
Find Reports shows you a wide range of reports that have been curated and grouped for advising needs.

### Reports for Frontline Advising

Reports in this group provide front-line academic advisors a list of reports that are commonly used when advising undergraduate students throughout the academic year and are clustered thematically based on typical business operations and advising functions. Advisors can access information relevant to current students in their college/major, registration information, academic standing, migration and graduation reports.

<table>
<thead>
<tr>
<th>Reports Legend</th>
</tr>
</thead>
<tbody>
<tr>
<td>▲ - Based on ID Numbers</td>
</tr>
<tr>
<td>◢ - Generate Lists</td>
</tr>
<tr>
<td>◦ - Analytics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student Lists</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
</tr>
<tr>
<td>START LISTS ▲ ◢</td>
</tr>
<tr>
<td>FIRST YEAR EXPERIENCE STUDENTS ◢</td>
</tr>
<tr>
<td>PIN LISTS ◢</td>
</tr>
<tr>
<td>COURSE REGISTRATION ◢</td>
</tr>
</tbody>
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<tr>
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<td>Graduates</td>
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https://iar.oregonstate.edu/reference/reports-dashboards/search-core-reports-function
Find reports by function/topic on the DRD page.

Reports for Proactive Advising

Reports in the Proactive Advising Group are geared toward Academic Advisors, Counselors, and other student success professionals who are looking for data to help them proactively connect with and targeted outreach to students for personalized success interventions or support. Reports in this cluster help identify students with holds, specific courses, struggling with coursework, or who have changed their scheduled or withdrawn.

The reports are organized by time of the term when they are most likely to be applicable or useful for students. This list of reports has been informed by the proactive advising in the quarter system process mapping effort as well as feedback from advisors and counselors. Please note: To access the reports you must have appropriate CORE security access permissions and log in through the university authentication portal.

REPORTS LEGEND
- Based on ID Numbers
- Generate Lists
- Analytics

### Early Term

- COURSE REGISTRATION CHANGES
- DFW GRADES
- STUDENT GRADE REPORT
- COURSE STATISTICS
- WITHDRAW FROM TERM
- WITHDRAW FROM TERM (COLLEGE)

### Mid Term

### Late Term
Explore Workbenches and Dashboards for student success.

https://iar.oregonstate.edu/reference/reports-dashboards/explore-dashboards
Explore Workbenches and Dashboards for student success.

https://iar.oregonstate.edu/reference/reports-dashboards/search-core-reports-function
PART II

Using CORE Reports...
Example I

CRS1001 - Class List by Subject

- I want to find availability of seats in all Math classes for Fall 2018.
PSA
Keep Student Data Safe!

MOST STUDENT DATA IS SENSITIVE
Only share and send sensitive student data in secure ways.

Yes
✓ Banner
✓ Box (OSU)
✓ Canvas
✓ CORE
✓ Google Drive (ONID)
✓ Office 365
✓ OSU Secure Drive
✓ Qualtrics
✓ Salesforce
✓ VPN

No
❖ Drupal
❖ Any Email (subject line)
❖ AWS Infrastructure (requires approval)
❖ Slack
❖ Sending to student non-OSU emails
❖ Desktop or My Documents folder

More details at is.oregonstate.edu/ois/data-management-and-classification-overview
Example II
STU0451 & STU0468 - Graduation List

- I want to find a list of students who graduated from the College of Science in Spring 2016.
Example III

STU2560 - Student Ad Hoc

- I want to find all Corvallis Campus LBCC DPP students who are not currently registered and grouped by Major.

- Pull fields: ONID, ID, Registered Ind. & Transfer GPA
# Pro Tips

## Operational Data Pitfalls

<table>
<thead>
<tr>
<th>Area</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operational / Banner Data</strong></td>
<td>Reflects banner as of yesterday (unless otherwise noted)</td>
</tr>
<tr>
<td><strong>Academic Standing</strong></td>
<td>Historical or current academic standing that reflects the most current grades. Replaces previous standings if grades change.</td>
</tr>
<tr>
<td><strong>Grade</strong></td>
<td>Unless noted as “original grade”, reflects most current grade earned.</td>
</tr>
<tr>
<td><strong>GPA (OSU, Overall)</strong></td>
<td>Reflects CURRENT term calculated GPA. Calculated historical (previous term cumulative GPA) not automatically available and could be different than original if grades changed</td>
</tr>
<tr>
<td><strong>Student Status</strong></td>
<td>Based on end of previous term or current status in banner.</td>
</tr>
<tr>
<td><strong>Waitlist</strong></td>
<td>This information is a day old and is only available for the current/active term (historical waitlist not available).</td>
</tr>
<tr>
<td><strong>Census data</strong></td>
<td>Need “official numbers?” Use snapshotted or 4&lt;sup&gt;th&lt;/sup&gt; week census data for trends or assessment rather than Banner/CORE.</td>
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</tbody>
</table>

**Take away** Banner reflects current status. This is why we use snapshot and census data for trend analysis.
Pro Tips
See a bug or quick fix? Submit an idea in CORE.

Person submits an idea in CORE

Is the idea a bug?
Yes
- Technical Team investigates and fixes
- Person is notified when the bug is fixed

No
- Can idea be implemented?
  Yes
  - Idea is added to development queue and prioritized
  - Technical Team implements idea
  - Change is published in the Weekly IAR Update

  No
  - Follow up with person who submitted idea to explain why it cannot be implemented. Suggest other reports if available.

Advisor List by ID (ADV0011)

1) Academic Year <Select a Value>
2) ID: <Select a Value>
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PART III

What’s on the Horizon?
Sign up for updates or schedule a consultation: iar.oregonstate.edu/reference/sunset
New Tools
CORE “Workbenches”

- CORE Security Level STU3
- Undergraduate Focus; Grad coming soon
- Detailed Filters (Campus, College, Major, Gender, Race, First Gen, Pell*, etc)
- Enrollment summary based on IR Census Enrollment data (i.e. “Official Numbers”)
- Retention & Graduation Summary based on IR First Year Cohort (i.e. “Official Numbers”)

How to Use CORE Workbenches Webinar on 9/19 – Sign up at iar.oregonstate.edu/reference/training
New Training
Data Literacy and Education Opportunities

Check us out!
IAR Training Page is live!
Weekly Trainings (Webex & in person)
New training space (Kerr B094)
Drop in Hours – Fridays from Noon-2 PM
Request a Training (unit or general topic)

iar.oregonstate.edu/reference/training
Thanks!

E core.bic@oregonstate.edu
W iar.oregonstate.edu/reference
CORE Logan Bingle
Sunset Chrysanthemum (Mum) Hayes

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