

Obtaining Access:

University employees may obtain access by taking the following steps:

1. Complete **FERPA training** (<https://in.nau.edu/registrar/ferpa/>). If you have already completed the tutorial and passed the quiz, you have the *option* of rewatching the tutorial for a refresher.
2. Complete **Tableau Data Usage and Access Training** by logging into Canvas with your NAU credentials (<https://pd.learning.nau.edu/browse/all/onboarding-and-required/business-process-training/courses/tableau-data-usage-and-access>).
3. Email Tableau@nau.edu to request access to the dashboards. If access to restricted dashboards is needed, include this information in the request.

Tableau website: <https://bi.arizona.edu>

Login using NAU credentials. On most dashboards, multiple filters are available to show data at detailed levels. Data is updated daily unless otherwise noted.

Questions, concerns, requests: Email Tableau@nau.edu

Dashboard Development Processes:

All Campus Leadership dashboards utilize thoroughly validated and tested data tables from the university data warehouse. By using a common source for our dashboards, we provide the most consistent and accurate data for campus. Dashboards are updated daily unless otherwise specified. Official dashboards are integrated with NAU's Data Cookbook tool.

DEAN'S DASHBOARDS *Restricted Access*

Grade Distributions – Deans

Provides course-level grade distribution information for instructors by college, division, term, and class section; D, F, and W grade rates; and average GPA by student. Instructor names are also provided.

CAMPUS LEADERSHIP

SPONSORED PROJECTS *Restricted Access*

Sponsored Projects - Principal Investigator

Provides Principal Investigators with budget detail regarding their grant awards.

Principal Investigator: Deans' Access

Provides College Deans with budget detail regarding grant awards within their Academic College.

Principal Investigator: Fund Mgr/Post Award Access

Provides Fund Managers and Post Award Administrators with budget detail regarding institutional grant awards.

Tableau Dashboards Overview

CAMPUS LEADERSHIP CONT.

ADMISSIONS

Daily Admission Dashboard

Provides year-to-date detailed comparisons of the admission application funnel for all applicant populations, including undergraduate, graduate, and international. This dashboard is term specific.

HISPANIC-SERVING INSTITUTION DATA

Hispanic-Serving Institution

Provides retention as well as graduation rates for Hispanic/Latinx undergraduate students assigned to a degree-seeking Fall cohort since 1994.

HUMAN RESOURCES

HR IPEDS

Provides annual information about Faculty and Staff. The information provided is updated annually using November 1 payroll records, per federal IPEDS guidelines.

ANALYSIS & RETENTION

Graduate Cohort Analysis

Provides retention and graduation rates for all new graduate students assigned to a fall cohort from 2018.

Undergraduate Cohort Retention & Graduation

Provides retention as well as graduation rates for all new undergraduate students assigned to a degree-seeking Fall cohort since 1994. Retention and Graduation rates for post-baccalaureate students are not included due to the diverse goals of this population.

Student Success Management

Provides Institutional Persistence information for monitoring student success metrics. Every semester, all enrolled students are tracked for six academic years to monitor subsequent enrollment and graduation. Data are updated after Census.

COURSE MANAGEMENT

Course Scheduling Analytics

Provides course enrollment information for courses across selected term enrollment events. Comparisons of enrollment capacity, enrollment total, and percent utilization by course, department, college, level, etc.

Grade Distributions

Provides course-level D, F, and W and grade distribution information by college, division, term, and class section. Also provides average GPA by course and by student.

Classroom Utilization

The Classroom Utilization dashboard provides classroom utilization information for the Arizona Board of Regents.

ENROLLMENT

Daily Enrollment

Provides daily enrollment headcounts for the active enrollment term compared to enrollment for the same relative day of the previous year. Enrollment eligibility is also available for students who have not yet enrolled.

Enrollment Transactions Trends

Provides the count of class enrollment additions (student registrations) and drops based on daily enrollment activity. Data is shown in weekly intervals prior to and after the start of a Semester.

CENSUS DASHBOARDS

Census

Provides All Enrolled Headcount as of Census Day. The dashboard may be filtered by official students, unofficial students, academic college, student campus, academic plan, student demographics and academic indicators. Data are updated after 21 Day Census and 45 Day Census.

Daily Enrollment As of 21 Day Census

Provides frozen snapshots of daily enrollment headcounts as of 21 Day Census for the associated term.