

Report Tips – Enrollment by Course (Class Size)

Description: Displays enrollment counts for courses. This report can be filtered by Career, College, Subject, Catalog Number, Enrollment Status, and Course Attribute. The data can be viewed by Academic Level or Instruction Mode.

Snapshot Types:

Snapshot Type	Snapshot Type Description
CENSUS	Data as of the last day of the second week of classes. Official Fall and Spring counts are based on this snapshot. Use CENSUS for Fall and Spring official reporting.
FINAL	Data as of the closing date for a term, which is usually prior to the CENSUS date for the next term. Official Summer counts are based on this snapshot. Use FINAL for Summer official reporting.
DAILY	Data as of 9 PM on the previous business day.
ADV-JUNIOR	Data as of the end of advanced registration for Juniors for Fall and Spring terms only.
ADV-ALL	Data as of the end of advanced registration for all current students.
INITIAL	Data as of the Friday before classes start.

Accessing the Report: Log into **My UNiverse**, select the **Reporting** tab. Click the **Data Warehouse Reports** link. On the **DDDH Home** tab, click the **Enrollment by Course (Class Size)** link in the Reports pagelet.

Example:

							1 Undergraduate					1 Undergraduate Total	2 Graduate	2 Graduate Total	3 Other (Undergrad and Grad)	3 Other (Undergrad and Grad) Total	Student Enrollment Count
							00 Freshman	00 Sophomore	30 Junior	40 Senior	50 Post Sec Undergraduate		OR Graduate		00 Not classified		
							Enrolled	Enrolled	Enrolled	Enrolled	Enrolled	Enrolled	Enrolled	Enrolled	Enrolled		
College	Subject Code	Catalog Number	Course Description	Min Units	Max Units	Number of Sections											
Business Administration	ACCT	2120	Prin Of Financial Acctg	3.00	3.00	11	8	290	100	40	3	401			1	1	402
	ACCT	2120	Prin Of Managerial Acctg	3.00	3.00	5	2	37	117	15	3	174					174
	ACCT	3120	Intermediate Accounting I	3.00	3.00	4	1		98	25		128		1	1	129	
	ACCT	3122	Intermediate Accounting II	3.00	3.00	1			11	39	2	52					52
	ACCT	3120	Cost Accounting	3.00	3.00	4	1		86	31	3	121					121
	ACCT	4180	Income Tax	3.00	3.00	2			9	93	6	108					108
	ACCT	4180	Auditing	3.00	3.00	3			2	55	6	63					63
	ACCT	4025	Advanced Accounting	3.00	3.00	2				29	15	50					50
	ACCT	5025	Advanced Accounting	3.00	3.00	2							12	12			12
	ACCT	3140	Acting Information System	3.00	3.00	2			10	33		47					47
	ACCT	5070	Government Not-for-profit Acct	3.00	3.00	1				22	10	42					42
	ACCT	5070	Government Not-for-profit Acct	3.00	3.00	1							3	3			3
	ACCT	5065	Principles Fraud Exam	3.00	3.00	1				6	7	13					13
	ACCT	5065	Principles Fraud Exam	3.00	3.00	1							4	4			4
	ACCT	3179	Cooperative Education	3.00	3.00	1				1		1					1
	ACCT	6170	Risk Mgmt Professional Asstent	3.00	3.00	1							20	20			20
	ACCT	6175	Applied Professional Res	3.00	3.00	1							20	20			20
	ACCT	6120	Fin Acctg Theory / Analysis	3.00	3.00	1							20	20			20
	ACCT	6140	Adv. Accounting Systems	3.00	3.00	1							20	20			20
	ACCT	6030	Managerial Accounting	3.00	3.00	2							32	32			32
	ACCT	6092	Topics in Accounting: Fraud: Bs	1.00	3.00	1							5	5			5
	ACCT	3075	Legal Concepts for Accountants	3.00	3.00	2							36	36		1	37
	ACCT Total						12	287	433	438	29	66	1236	136	136	3	1375
	BUSINESS	1000	Freshman Sem Bus Professionals	0.00	0.00	12			297	32	6	3	338				338
	BUSINESS	2000	Business Profmt Training	0.00	0.00	10			5	97	107	47	256			1	257
	BUSINESS	2000	Entrepreneurial Fundamentals	3.00	3.00	1			1	7	8	10	2			1	25

Tips:

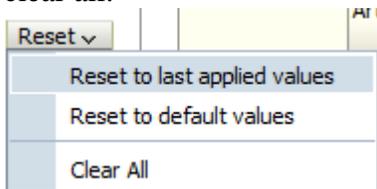
- The default view shows a census snapshot of the current term with no additional criteria
- Use the drop-down boxes at the top to select specific criteria (once you select a value from the drop-down box, click the white space outside the field to set the value, and then click the **Apply** button.
- Use the row navigation buttons  at the bottom of the report to view more rows
- Use the Print link at the bottom of the report to print a PDF or html version of the report
- Use the Export link at the bottom of the report to download the report to Excel
- A message may result when you select a non-existent combination or there are no results for that combination.

Example:



The specified criteria didn't result in any data. This is often caused by applying filters and/or selections that are too restrictive or that contain incorrect values. Please check your Analysis Filters and try again. The filters currently being applied are shown below.

- Use the **Reset** button options to reset to default values, reset to the last applied values, or to clear all.



Troubleshooting

- If you experience internet browser issues, try reloading the page (**F5** or **Refresh/Reload** button on the browser toolbar). You may also clear your internet cache (SHIFT+CONTROL+DELETE or Tools, Options).
- If you receive a message stating *Access is Restricted*, contact Institutional Research.
- My UNiVerse times out after 20 minutes, it may be necessary to click back on the **Reporting** tab to avoid the time out.