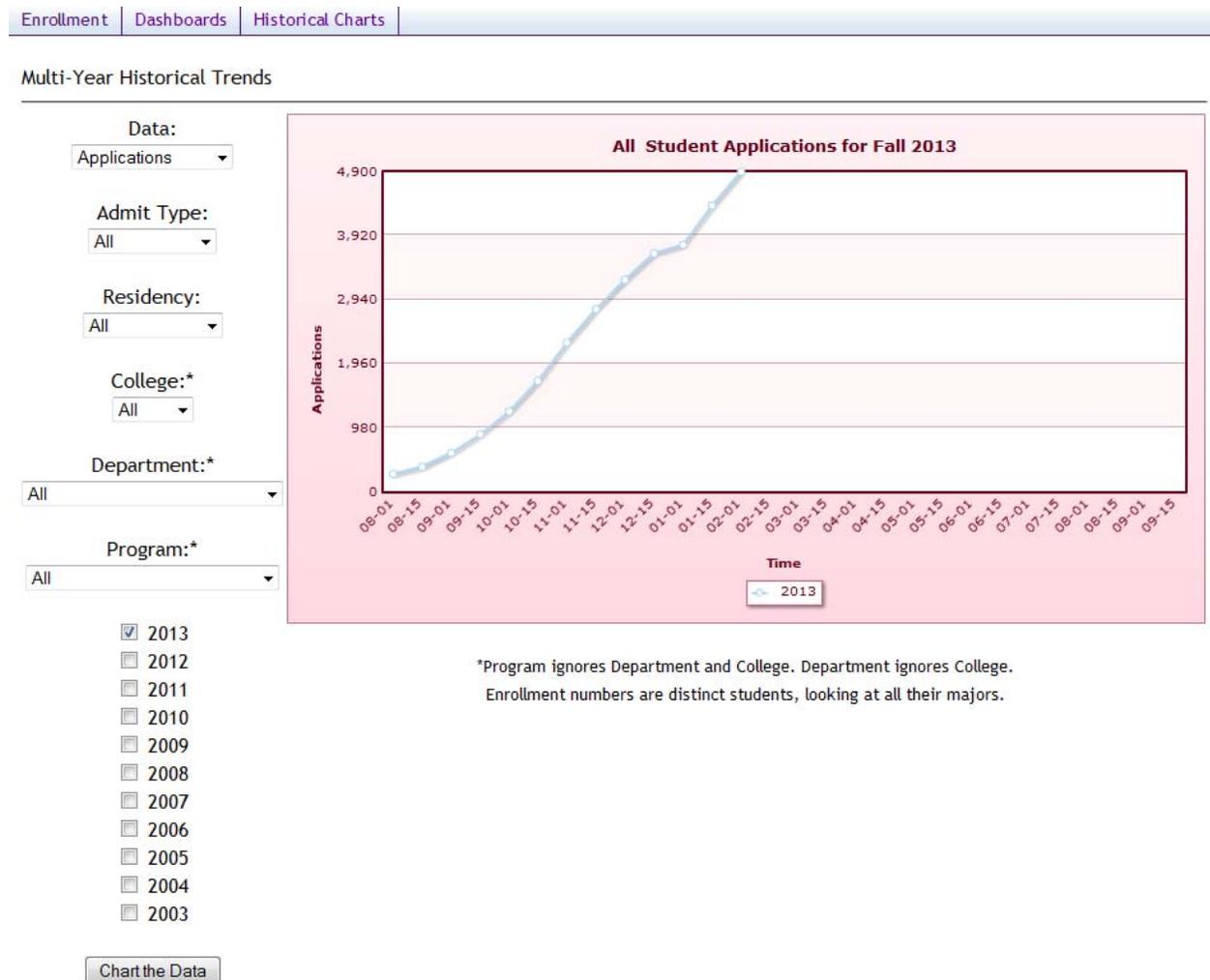


Report Tips – Historical Trends by Department/Major

Description: Displays multi-year historical trends for Applications, Admissions, Enrollment, and New Enrollment. Data may be filtered by admit type, residency, college, department, and program. Multiple years (up to 10 prior years) may be selected to display.

Accessing the Report: Log into **My UNiverse**, select the **Reporting** tab. Click the **Data Warehouse Reports** link. On the **DDDH Home** tab, click the **Historical Trends by Department/Major** link in the Reports pagelet.

Example:



Tips:

- Enrollment numbers use distinct students, looking at all their majors
- Hover over the data line dots to view details
- A message may result when you select a non-existent combination or there are no results for that combination.

Example:

**OOPS, LOOKS LIKE NO STUDENTS WERE FOUND.
PLEASE REVISE YOUR FILTERS AND CHART AGAIN.**

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.