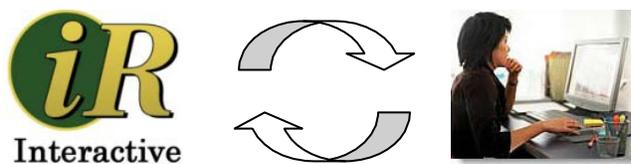




## IR-Interactive

### INTRODUCTION

The Office of Institutional Research met with the campus community to determine how best to meet the needs of the University and the public beyond what was currently offered. It was confirmed that the current offering was accurate and timely, but also that service could be enhanced by allowing the community to interact with information both online and on their desktops. Additionally, it was revealed that the old formats should be retained and the new ones should already be familiar to the community using software such as Microsoft Office. The result is IR-Interactive.



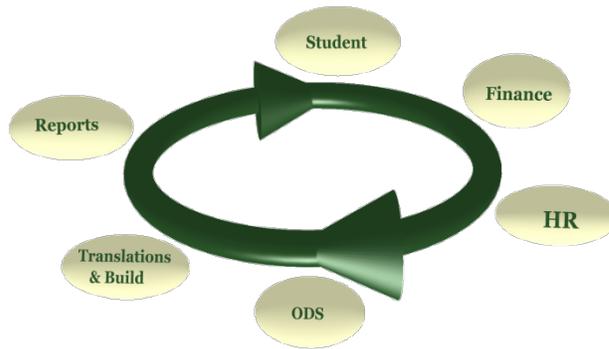
### BENEFITS

The IR website currently provides static Adobe PDF reports requiring users to key in the numbers to do additional analysis. This additional workload and possibility for error were a major impetus in the creation of the interactive tool. IR-Interactive was created to empower users to access the official IR data and then manipulate as required. This partnership is part of the IR mission and users are encouraged to provide feedback so the application can continue to be enhanced.



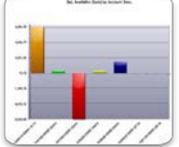
**PROCESS**

The data used in IR-Interactive comes from a variety of sources. Information from CSU's Student, Financial and Human Resource systems flows into the Operational Data Store, commonly known as the ODS. IR then retrieves this data and customizes it to generate the final reports. This process happens periodically throughout the year.



**IR-INTERACTIVE**

One of the primary roles of Institutional Research is to appropriately integrate information from the transactional systems, such as Banner, and create analytical data by taking periodic snapshots for official reports. Currently, the majority of information is extracted from the ODS and imported into IR tables, with the data's integrity being our utmost goal. IR-Interactive uses Oracle's BI Publisher tool to make it easier for a user to view or analyze official CSU data. The University community or outside constituents can choose a variety of familiar formats such as Excel, Word, or PDF.

 <p>Student Finance HR</p>	 <p>ODS Detail Summary Drill Down</p>	 <p>Translations Optimizations Built IR/BI</p>	 <p>BI Publisher Layout Options Ad Hoc</p>	 <p>Interactive Excel PDF Power Point</p>
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## ACCESS PATH

To access IR-Interactive, simply find the Student Enrollment link

(<http://www.ir.colostate.edu/enrollment-cde.html>) on the left side of the Institutional Research home page (<http://www.ir.colostate.edu/>). Click on the link and you can choose to use the interactive page, or if you like, browse the data in the old formats. Access the legacy enrollment books from the top link on the page. The student enrollment reports were the first to be created within IR-Interactive, with other areas coming soon. The IR-Interactive logo on the side of the screen will indicate that the reports are interactive.



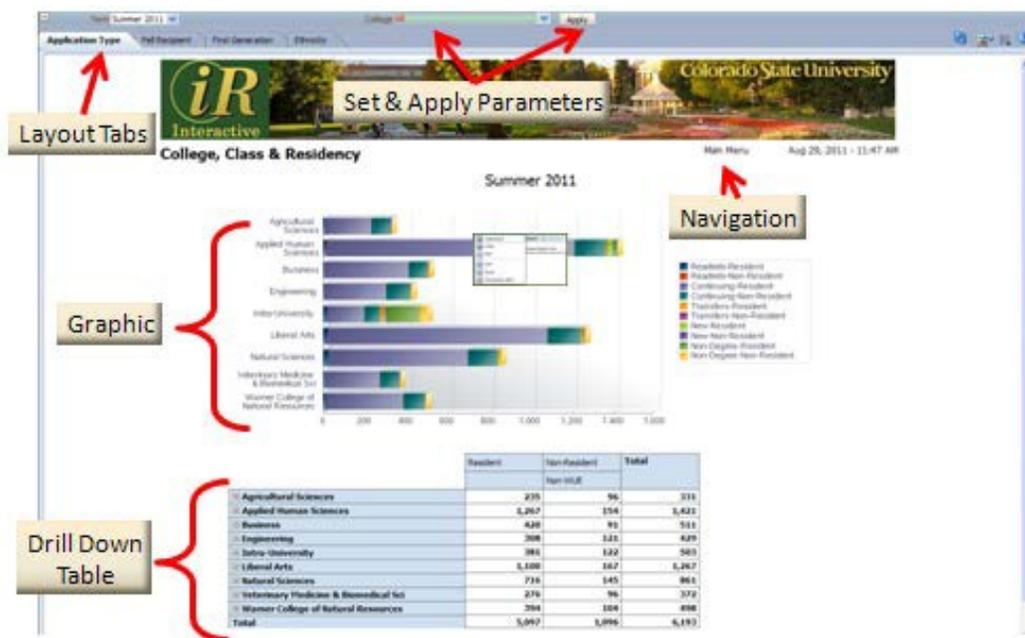
## SCREEN LAYOUT

The next picture shows a general layout of an interactive report. At the very top you will find options to set and apply parameters, such as term and college. Below that, a report may have one or more tabs with different views of the data. Underneath the banner graphic towards the right is the "Main Menu" link, which will open the main menu in a new



window or tab in case you don't want to lose the report you just created. You can also navigate with your browser's back button. A graph, if available, and a drill-down table of your data will appear below. Each drill down level has its own total. In most reports the graphs and tables are connected. If you click on a particular row in the table, the graph will show only the data in that row. The "Apply" button or refresh icon is used to set new parameters or to return to the original report setting.

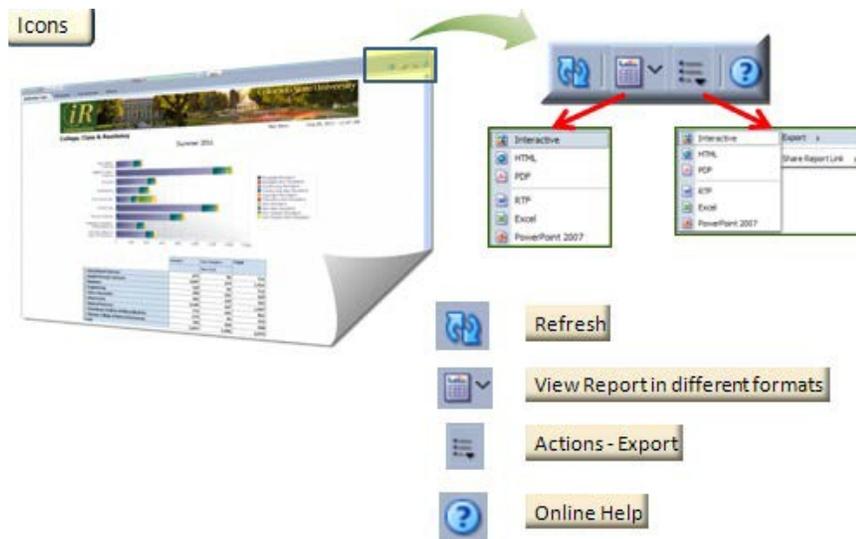
Note the icons in the upper right hand corner.



## ICONS

The icons allow you to perform actions related to the data you are viewing. The first icon is "refresh." Click it after changing or clearing parameters, to drill down, or return graphs and data to the original settings. The "View Report" icon will let you choose a format to

see the report on the screen. Please note that the page will remain on the format you have chosen, even if you choose new parameters or refresh the page. If you have chosen a downloadable format it will repeat that download. The “Actions” icon will let you export the report to your favorite format. The last icon, the “help,” will take you to Oracle’s BI Publisher Help Screen.



In response to the needs of the University community IR-Interactive allows you to export to Excel. From the “Actions” menu go to export and select Excel from the list. Open the file and when asked click “yes” in the pop up window. An Excel window will open with the data from the report and you may save the spreadsheet for future analysis. Other formats available include HTML, PDF, RTF, and Power Point.

If you have questions related to IR-Interactive, call us at 970.491.5939.