

Degree Works Reporting Options Available via SUNY Business Intelligence Dashboards

- **Course Demand**

This shows the number of students who need to take a specific course (or range of courses) in order to fulfill requirements in Degree Works . This can be used for schedule planning.

- **Block Completion**

This shows the number of students that still need to complete a particular block of requirements. A wide range of options allows many types of blocks to be shown; column totals indicate requirements rather than students because prompts can be set to show more than one requirement per student. There are two views:

1. **Completion Ranges** shows the level of block completion in 20 percentage point increments. Completion of 98% and greater appears in a separate column, as Degree Works uses values in this range to indicate requirements that are In-progress complete, Qualifier incomplete, and Complete.
2. **Completion Categories** shows the level of completion as Incomplete, In-progress complete, Qualifier incomplete, and Complete.

- **Percent Completed**

This concisely summarizes the level of completion of degree requirements—in 20 percentage point increments, with completion of 98% and greater on a separate row—by students at one or more Student Level. The Goal Value prompt can constrain the report to one or more majors.

- **Courses Applied to a Requirement**

This shows classes that have been applied toward blocks and rules. Prompts can constrain the report by Block Type and Value, Goal Code and Value, Student Level, Discipline and Course ID.

- **Credits and Classes Applied**

This lists average credits applied toward a degree by Major (note that Major appears as Goal Code, since the Degree Works DAP major is available only on MAJOR blocks and this report shows credits applied toward DEGREE blocks). To obtain a list of credits completed for each student, right-click on a column heading, select “Include Column” and then select Student ID. This will yield one row per student. Then include, exclude and move columns until you see the report you want, which you can then save as a dashboard customization.

- **Completion Summaries and Lists**

This contains five reports that show details of Percent Complete:

1. All MAJOR, MINOR, CONC, OTHER blocks 100% complete lists degree completion for students who have completed all MAJOR, MINOR, CONC and OTHER blocks.
2. All MAJOR, MINOR, CONC, OTHER blocks >=98% complete lists block completion for students close to graduation with all MAJOR, MINOR, CONC and OTHER blocks

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complete, qualifier incomplete, or in-progress incomplete.

3. Multiple majors, at least one $\geq 98\%$ complete lists MAJOR block completion for students with multiple majors and at least one MAJOR block complete, qualifier incomplete, or in-progress incomplete.
4. Multiple degrees, at least one $\geq 98\%$ complete lists degree completion for students with multiple degrees and at least one DEGREE block complete, qualifier incomplete, or in-progress incomplete. This may be useful for combined programs in which more than one award is conferred upon completion of all program requirements.
5. Minors when a major is $\geq 98\%$ complete lists MAJOR and MINOR block completion for students with one or more minors and at least one MAJOR block complete, qualifier incomplete, or in-progress incomplete. This helps to identify students about to complete a major who are some way toward completing a minor.

Each report on this dashboard becomes a student-by-student list by right-clicking on a column heading, selecting “Include Column” and then “Student ID”, and then dragging the Student ID column (with the beige handle that appears when the mouse hovers over the column heading) to the far left of the table.

- **Exceptions**

This counts Exceptions by Degree and Major for students in the given Active term. A dashboard prompt and a column available for inclusion allow reporting by Catalog Year.

To create a detailed Exception list, right-click on a column heading, select “Include Column” and then “Student ID” and/or other Exception attributes.

- **Student Details**

This shows all data available to the Degree Works dashboards for one or more individual students. If a student does not show up where expected on another dashboard report, the information on this page may help to explain why.

- **All Active Terms and Students**

This shows all students available to the Degree Works dashboards, together with percentage completion for DEGREE, MAJOR and OTHER block types.

The percentage completion for OTHER blocks is the average of percentage completion for all the student's OTHER blocks, regardless of the number of credits associated with each.

Any concentration appears in parentheses on the DEGREE block value.